

Roane State Community College
Faculty Senate Minutes
10 November 2023 – 2:00 PM (ET)
Harriman Campus – O’Brien 101

ATTENDANCE

Officers

Jala Daniel	President
Krystie Anderson	Secretary and Senator
John Brown	Parliamentarian and Senator
Turner Bowling	TBR Faculty Sub-Council Representative and Senator

Senators

Health Sciences Division

Heather Gregg; Gabriel McAteer; Ricky Terwilliger; Elizabeth Thomas
Elliott Mitzelfeld, Adjunct Representative

Humanities Division

Krystie Anderson; Maggie Bouldin; Turner Bowling; Jayme Nair; Ted Stryk

Math and Science Division

Isabel Benitez-Ramirez; Stefanie Holmes; John Noto

Social Science, Business, and Education Division

John Brown; Elizabeth Lewis; Darren York

- I. Established Quorum at 2:02 PM ET.
- II. Approved Faculty Senate Minutes from October 20, 2023, meeting.
- III. TBR Faculty Sub-Council Update (from Turner Bowling)
 - A. Learning Support Innovations
 - i. See **Appendix A** for his notes/updates.

- B. Upcoming Purge of D2L Course Content
 - i. By the end of this year, D2L courses from 2008-2016 will be purged to free up space within the system. Faculty can export their course content if they would like to save anything.
 - ii. Someone asked if CTAT will provide alerts and updates to faculty members, as the deadline is at the end of December, and this was the first anyone in attendance had heard of the upcoming D2L purge.
- C. Strong-Start-to-Finish Grant
 - i. This grant will be awarded to three colleges in the system. Interested departments should contact Shelley Esquivel regarding the intent to submit a proposal. Only one proposal per college is accepted.
- IV. Vice-President's Report (from David Blevins – Jala Daniel updated us in his stead)
 - A. Faculty and Staff Relief Fund
 - i. The college would like this funded by employees and community members.
 - ii. Assistance is for employees experiencing temporary financial hardship.
 - iii. Amounts are limited to \$1,000 and will be awarded based on need.
 - iv. Employees would have to provide some type of documentation (pay stub, death certificate, police report, etc.) to justify their need.
 - v. Assistance will be provided only once during an employee's career.
 - vi. Eligible faculty must be full-time employees.
- V. President's Report
 - A. Old Business
 - 1. Form E2/Mentor Responsibilities
 - a. Jala will have an update at our December meeting.
 - 2. ELL (English Language Learner) Students
 - a. Jala spoke with Diane Ward about the need, and she said that the college is working on ways we can help support students.
 - b. Update from Krystie Anderson, the Chair of the newly formed ELL Committee:

- i. See 4a of New Business, below, for details.
- 3. Student Fees
 - a. Marcia Matthews said that Roane State doesn't have "hidden fees," as all fees students may receive are listed in the Bursar's website under the [Tuition and Fees](#) section.
 - b. If students or faculty notice discrepancies, they should contact Matthew Brown, our new Bursar.
- 4. Funding for Leadership Academy
 - a. Nancy Hamilton, who directed the Leadership Academy for the 2022-2023 academic year, requested college funding of \$5,100 to help with faculty participation.
 - b. Jala will ask Dr. Ward if faculty could donate their \$1,000 professional development funds to the Leadership Academy. Jala will also ask if there is a possibility for the Leadership Academy to be funded for \$5,100.00
- 5. Advanced Pharmacology Technology
 - a. President Whaley has decided that the program will close due to low enrollment.
 - b. The two students who are currently in the program are going to finish their coursework.
 - c. Upcoming Training for Program Directors
 - i. During January 2024 In-Service, Program Directors across all divisions will learn about ways to promote the program and boost enrollment.
 - d. Back-up Advisor for Allied Health Programs
 - i. The administration is working on a back-up plan to have a Health Sciences advisor available when Michael Burtch is on vacation and/or taking leave.

B. New Business

- 1. Approved Policies
 - a. None as of today's meeting.

2. Policies in Process
 - a. PA-26-01: Faculty Promotion
3. Emails from Faculty Senate Inbox
 - a. None as of today's meeting.
4. Future Items for Consideration
 - a. ELL Committee
 - i. Roane State should be following [RSCC Policy AA-25-01](#) regarding ELL Students, but we're currently not doing that, as we don't have an official system in place to help support these students.
 1. TBR also has a [policy](#) for English Language Learners.
 - ii. Several faculty members in the English department have formed this new committee to help investigate options and determine how many students need this support.
 - iii. The ELL Committee is actively seeking new members. Anyone who is interested in this endeavor should contact Krystie Anderson, the Committee Chair.
 - b. Student Complaints Against Faculty
 - i. Someone asked if faculty members are supposed to be notified of student complaints. What is the policy, exactly? Is the division dean notified, in addition to the Dean of Students? How do faculty members respond if they feel the claim is unjustified? Do they have a process to protect them in a similar way that students do?
 1. Someone else said that the issue depends on what type of complaint has been registered. If it's Title IX or Title VI, those processes

will be handled differently from a course-specific complaint, in which faculty members would know the student's identity. The person also recommended that faculty members who feel as though they're being unfairly treated should bring the issue to Faculty Senate, as well as contact Human Resources.

2. Someone else discussed a situation in which a student was doing poorly, and the student ultimately went to the Dean of Students to complain about not doing well in the program.

c. Testing Centers

- i. Someone asked if students with special accommodations (taking extended time on tests, for example) can take tests closer to the time other students in the same class do. As is, these students must drive to testing centers on different days, and they also have the advantage of possibly asking other classmates who've already taken the test for test details. Is there a way to expand testing hours and days, especially for campuses that have just one testing day per week? The limited availability puts a burden on students, who still must drive to Oak Ridge or Harriman to meet class deadlines.
- ii. Someone asked what faculty can do to get better results from the Testing Center.
- iii. Someone said that students who have "low-distraction" on their accommodation form are required to take their tests in the Testing Center.

iv. Several faculty members wondered how accommodations are granted. Do students get to request anything they want? Who assesses the students' needs? Could each department/program/division provide Disability Services with types of accommodations that cannot be granted, such as "Memory Sheets" in Anatomy and Physiology? It's important to remember that faculty members can challenge the accommodations if/when granting them will compromise the integrity of a course.

VI. Adjourned at 3:03 PM ET.

Appendix A:

Turner Bowling's Notes from the TBR Sub-Council Meeting on 27 October 2023

- Learning Support Innovations – Presented by Dr. Moreland from TBR
 - Grant from “Strong Start to Finish” to help implement Learning Support (LS) revisions and improvements.
 - Requests for proposals for ideas and innovations to LS
 - Competitive grant process; three CC’s who have innovative ideas according to our observations and experiences
 - Faculty-led
 - Proposal process will kick off next week
 - Grant funding will be between \$50-100k per college.
 - One of the main uses will be faculty stipends.
 - Someone from Dyersburg said, “You are setting up students to not want to come back to college.”
 - Regarding the requirement to repeat LS until they pass the main course...
 - Significant opposition to this new proposal
 - Response: Policy says you cannot ask them to retake the LS course, so there’s confusion here.
 - “If they fail the main course but pass LS, they still need to receive support until they pass the college-level course, but that support can come in many different forms.”
 - Retake the course; non-credit courses; tutoring
 - New data tools/dashboards, available online:
 - Course-taking patterns and outcomes
 - Pathways to transfer
 - Employment outcomes
 - Comprehensive success
 - Data provided by TBR institutions and national student clearinghouse; all publicly available by going to [TBR.edu/data](https://tbr.edu/data).
- Impending D2L purge. We’re well over the storage space we’ve paid for, and sometime before the end of the year, we’ll begin to purge old stored materials. This range is from 2008-2016 or so, and they’re hopeful this will solve the majority of the storage issue.
- Collaborative agreement between CAOs and TN eCampus.
 - No recommended changes.
- AI
 - Next month, tech-talk Tuesdays, a Lunch-and-Learn-style meeting on second Tuesday of every month. First meeting is November 14th.

- What AI have you been using, and how have you been using it?
- Open to anyone in the TBR system.
- After the first of the year, on a quarterly basis, they'll pull affinity groups together (history speaking with history, math with math, etc.) to continue the conversation in a more specific capacity.