Roane State Community College

Minutes of the Monthly Meeting of the Faculty Senate

October 20, 2017

2:00pm

Location of Meeting:

Harriman, O-101

Present at Meeting:

Senators:

Mike Farmer—President	Ryan Campbell
Saundra Stiles—Vice President	Jimmy Miller
Elizabeth Weaver—Secretary	Pam Siergiej
Stacie Bradshaw—TBR Faculty Senate	Teresa Lucas
Brad Fox—Past President	Ruth Palmer
David Blevins	Marcia Shloush
Melinda Gill	Bill West
Michelle Jones	John Brown
Jason Fishel	David Rath
Fran Kinnunen—Parliamentarian	Cody Villarreal
Marilyn Mascaro	Pat Wurth
Matt Waters	Rosemary Bird
Eric Bouldin	

Agenda:

I.   Quorum was established

II.   Approval of Minutes—September Faculty Senate meeting minutes approved.

III.   Committee Updates

    A. Workload—Mike Farmer

        1. Met October 18-19 via e-mail

        2. We will vote on a motion to **recommend that labs are counted as one-to-one workload** in our November meeting.

        3. The committee will address clinicals, etc. in a future meeting.

B. First-24 Transition—Brad Fox

    1. Last meeting was during Spring 2017 semester
    2. Deans have been asked by Kat Baker to gather groups of faculty to get feedback on how the transition is going.

C. Benroth Process Procedure—Stacie Bradshaw

    1. Draft of Benroth Award Scoring Rubric has been sent to the committee
    2. Meeting in November.

D. Constitution Committee—Saundra Stiles

    1. Met October 20
    2. Looking at grammar and clarification of wording regarding who/when non-Senate members can attend Senate meetings.
    3. Working on new wording for presenting resolutions to read, vote to vote during next meeting, reread, and vote.

IV. New Business

A. Promotion and Tenure "Form E" Wording—Brad Fox

    1. Faculty have requested to fill out "Form E" prior to meeting
    2. Policy needs to be revised with proper wording to reflect this change
    3. Senate member suggested wording on "Form E" to clarify what comments are appropriate/useful/relevant to tenure process
    4. Committee is also looking at conferencing technologies to make this process easier
        a. Caution to consider: potential of recording session
        b. Caution to consider: potential of someone overhearing the meeting
    5. Committee: Contact Brad Fox to be part of this exploratory committee
    6. Senate member suggested "personal delivery" of Form E requirement be revised.
    7. Senate member suggested Momentum classes be set up and faculty use dropbox for "Form E" documents.

B. Student Conduct Statement—Saundra Stiles

    1. Discussed during October 2016 Faculty Senate meeting
    2. SA.06.16 Student Discipline Section III—Faculty can dismiss a student from class, but they can return to class next meeting
    3. Behavioral Concern Referral Form is available if there are issues with students, faculty, or staff.
    4. Former Senate member brought up policy
    5. Not necessary to put in the constitution
    6. Senate members suggested it not added to the syllabus, but to the student handbook.

C. Faculty Report Dates—Saundra Stiles

1. Prior to Fall 2014, fall classes began Saturday and faculty reported to work 5 days prior on a Monday; spring classes began on Thursday and faculty reported 5 days prior on Thursday.
2. TBR Policy (Fall 2014)
   a. Fall classes begin on the fourth Monday in August
   b. Spring classes begin:
      i. Tuesday after MLK, Jr. Day OR
      ii. Monday before MLK, Jr. Day if MLK, Jr. Day is on January 21.
   c. Fall 2014: Faculty began reporting 5 days before start of classes for fall semester and 7 days before classes for spring semester
   d. O'Dell Fearn said there is no required number of workdays for faculty, but that faculty are expected to be available August 1 through the day fall semester grades are due and January 2 through graduation.
3. We will vote on a motion to **recommend that faculty report 7** (or 5) **days before classes begin in the fall and 5 days before classes begin in the spring** during the November meeting.

D. Faculty Involvement in Surveys

1. Faculty concern for losing class time due to institutional surveys
2. Will Infosilum help?
3. Can classes be eliminated based on population?

E. Mandatory Advising was discussed. Are students coming to get PINs?

F. Academic Festival

1. For the past 5-6 years Academic Festival has been on Thursday (optional)/Friday (mandatory)
2. High schools provided 3 sets of dates to be considered
3. In the more distant past, it has been any combination of two consecutive work days.
4. We will vote to **recommend that Academic Festival is set to be on Thursday/Friday** in the November meeting.
5. Issues include:
   a. State-wide testing
   b. Are we serving our college students?
   c. Classroom occupation on Day 1
   d. Missing vital class time Monday-Thursday

V. President's Report—Mike Farmer

A. Conferencing Technologies

1. IDEA Rooms
2. High Five
3. Zoom (There are 3 Zoom rooms—Goff 225, Campbell Co., Dunbar building—with Crossville expected to join soon)

4. Innovation committee will start talking about options

5. Upgrade will include both conferencing technology and updated wi-fi.

B. Cross-Disciplinary Meetings

1. Achieving the Dream
2. How can we promote more interdisciplinary meetings?

C. Success Coaches

1. More are being hired due to TN Reconnect
2. Costs covered by the Title III grant and vacant position funds.

D. Bookstore—Dave Rath

1. Deadline 10/30/17
2. Presentations 12/10/17
3. Implementation 7/2018
4. Current Information
   a. 7 year contract
   b. There are options for brick-and-mortar stores, but may not be chosen
   c. No mention of revenue share in RFP ($250,000-350,000 revenue share currently)

E. Salary

1. Salary plan letters go out 10/30
2. Everyone raised to 98%

F. $1 million Aspen Prize for CC

1. RSCC has made it through round 1
2. Identifies public two-year colleges across the nation that achieve exceptional and rapidly improving levels of student success
3. Columbia State CC was the only other TN community college selected to move to Round 2.

VI. Adjourn