

Roane State Community College
Minutes of the Monthly Meeting of the Faculty Senate
February 13, 2015 2:00 PM

Location of Meeting:

O'Brien Building, Room 101
276 Patton Lane
Harriman, TN 37748

Present at Meeting:

Kathy Arcangeli	Rosemary Bird
David Blevins	Stacie Bradshaw (Alternate)
Mike Goggin (Alternate)	Joye Gowan
Fran Kinnunen (Alternate)	Brooke Lakin
Teresa Lucas	Brenda Luggie
George Meghabghab, President	Ralph Monday
Nikki Newberry (Alternate)	Ollie Nolan, Secretary
Marcia Shloush	Saundra Stiles
Matt Waters	W. R. West
Pat Wurth	

I. Established Quorum at 2:10 pm

II. Review of January 23, 2015 Minutes

Minutes were approved.

III. Review six policies

- AA-05-01 Academic Council
 - 1st paragraph, 3rd line grammatical issues
 - "Bylaws" should be by-laws?
- AA-07-01 Curriculum Development
 - "Who may approved" tense error
 - Motion was made that revision should be submitted for grammar prior to submittal
- AA-10-01 Testing of Students
- AA-11-01 Grading and Reporting of Grades
- PA-24-02 Faculty Job Descriptions

Motion was made and seconded to table discussion/vote until reviewed for grammatical errors and resubmitted to Faculty Senate.

Motion was made and seconded that in the future the policies should be reviewed by RSCC Grammar Police before being presented to Faculty Senate.

The review of these policies has been tabled until corrections are received.

V. Syllabus Updates from George Meghabghab, Chair of Syllabus Subcommittee

- The Faculty Syllabus Template goes into effect Fall 2015 Semester.

- Dr. Meghabghab provided us with the additions (i.e. Co-requisites, sexual discrimination and harassment).
- Faculty requested the addition of the title for the specific semester to be added to the syllabi. This should be included in the header at the top of the template. Dr. Meghabghab requested that faculty send any other suggestions to him.
- Action was tabled until next Faculty Senate meeting.

VI. Security updates from George Meghabghab

- On February 2nd at the Oak Ridge Campus there were items stolen from a faculty office. The individual was apprehended and has been incarcerated. There will be a new policy to address issues as they relate to this issue.
 - Faculty expressed concern that no one was told of this incident so they were unaware of the necessity to take specific action. No specifics were requested just a general idea (theft) so they could take precautions.
 - President Meghabghab will check to see what the policy is regarding distribution of information.
- The incident at the Cumberland Campus is still under investigation. There were 24 iPads/laptops stolen. There will be a new policy to address issues as they relate to this incident.
- It was brought to Faculty Senate's attention that the security magnetics strips for doors had been received according to VP Hillman. President Meghabghab indicated that Danny Gibbs, VP of Business and Finance, hasn't approved the magnetic strips for all buildings as of this date.

VII. TBR Sub-Council Representative Report

Pam Siergiej excused due to family illness

VIII. Other Discussion on Faculty Concerns

- The Faculty continues to be concerned with the locking mechanism of the doors on the Faculty Offices in the Goff Building. The locks are activated on the "outside" of the office, requiring the Faculty to open their office door and step outside into the hall to lock the door.
- A request was made by Faculty that the issues of liability and negligence should be looked into in the event of an armed intruder event without requested equipment being provided due to budgetary issues.
- Dr. Meghabghab reported that Faculty could have pepper spray; if they purchase it themselves.
- Faculty expressed concerns about the lockdown drills being unannounced. Is the issue of not allowing Faculty notification a trust issue? When the drills are unannounced it causes an undue burden on the Faculty if the drill occurs in the middle of a test. The Faculty would be required to create a new test and re-test.

IX. Old Business:

- Dr. Diane Ward is looking into the Faculty suggestion that a sub-committee could be created and have a designated retired adjunct to attend the Faculty Senate Meeting with the issues from the sub-committee.
- Information was provided on the State and THEC budgetary issues.

X. Adjourned

XI. Minutes Approved and Submitted by Ollie Nolan, Secretary