

Roane State Community College

Minutes of the Monthly Meeting of the Faculty Senate

September 11, 2015

2:00pm

Location of Meeting:

ORBC – Goff Building Room 209

Present at Meeting:

Brad Fox – President	George Meghabghab	Cody Villarreal
Mike Farmer – Vice President	Jill Denton	Fran Kinnunen
Saundra Stiles – Secretary	Michelle Jones	Ralph Monday
Pam Siergiej – TBR Representative	Gary Genna	Brenda Luggie
Shannon Meadows	Vicky Hensley	Jason Fishel
Ron Sternfels	Marianna Mabry	Marcia Shloush
	Pat Wurth	Bill West
	Stacie Bradshaw	Laura Vaughn
	John Brown	Jala Daniel

I. Quorum was established

II. **Introductions** – because this was the first meeting of the new Faculty Senate, Brad suggested we briefly introduce ourselves to each other (name, department/subject taught, campus location)

III. **Approval of minutes** from April Faculty Senate meeting – Pat Wurth motioned for approval. Motion was seconded by Marianna Mabry. Minutes approved.

IV. **FS President must appoint a Parliamentarian.** Fran Kinnunen was appointed for the 2015-2016 academic year.

V. Committee Appointments -

- 1) Academic and Curriculum Council
 - i) Allied Health – Gary Genna
 - ii) Humanities – Fran Kinnunen
 - iii) Math Science – George Meghabghab
 - iv) Nursing – Brooke Lakin
 - v) Social Science – Brad Fox

- 2) Promotion and Tenure & Hearing Committees
 - i) Allied Health – Vicky Hensley
 - ii) Humanities – Brenda Luggie
 - iii) Math Science – Pam Siergiej
 - iv) Nursing – Marcia Shloush
 - v) Social Science – Pat Wurth
 - vi) Library – Laura Vaughn

VI. President's Report –

Brad reported there has been an Accessibility Committee created and there will be training in October for the top 30 courses (by enrollment). Another senator informs that there are other trainings available at other institutions if faculty are unable to attend the one offered by RSCC. One senator expresses concern for the accessibility in the Goff Building (stating that doors open the wrong way). This issue has been brought to the attention of the ORBC Site Support Team and George Meghabghab says he will bring the issue to the attention of Melinda Hillman and Chief Stefano at their next meeting.

Brad also shares a link on the RSCC webpage that shows the breakdown by enrollment, by program, and by degree. He is sharing for information purposes only.

Brad met with Danny Gibbs over pay raises and they are still on track to occur in October, with pay retro-active to July 1. VP Gibbs has said a letter is being sent to all employees with a compensation level comparison. Brad has asked for a chart to be included in the letter that shows the data of raises in the past.

There is some discussion about enrollment and why it is up in certain areas and not others. One senator comments that we need to target adult learners and have some adult specific recruiters.

VII. Security Committee Updates and Concerns –

George reports that all officer training has just concluded, things are running smoothly and nothing of great importance to report. Speakers and cameras should be installed outside at the ORBC sometime this year. A security officer was added to ORBC.

Senator concerns –

Knox campus' lack of security. Brad and George agree that George will meet with the Chief and bring this issue to him. Status of ID card readers outside the Goff Building. George will meet with Melinda and discuss. The large lecture hall doors in the bottom floor of the Goff Building do not lock from the inside, which is a safety issue. The back parking lot (by the Goff Building) was to be roped off to keep people from parking in there– this hasn't been done. During the recent tornado drills, the 3rd floor of the Goff Building had issues. Signs are not consistent and designate different safe places for shelter. Most went in the bathroom and it was too crowded and hot. In general, all drills this semester have not gone well in the Goff Building. Some drills were cancelled without notice, and rescheduled without notice; some drills lasted an incredibly long time which took away from important instruction time. George says he will talk with Melinda about the shelter areas and how to make drills more efficient.

Complaints of the temperature in the Coffee McNally Building – sometimes it's incredibly hot and other times too cold. Why is the temperature controlled in Harriman? George says he will discuss with Melinda.

VIII. TBR Faculty Sub-Council Representative update –

Pam said in the July meeting, Dr. Denley mentioned a post tenure review. Discussion was consistent that faculty should lead this procedure if it becomes a mandate. Senate asked Pam to correspond with Dr. Denley about what is driving this decision for a post tenure review.

IX. New Business –

Motion made by Pat Wurth to form a committee to draft the way workload is calculated and assigned. Second by Shannon Meadows. Motion passed. There was discussion that this may be inconsistent across departments and the policy needs to be clarified. Work-load sub-committee members are – Shannon Meadows, Jill Denton, Marianna Mabry, Marcia Shloush, and Vicky Hensley. Will begin with AA 24-01. A senator asks if there is any news on Adjunct pay raises. Brad will ask VP Gibbs on status. A senator says office hour policy is being interpreted differently by various departments. Discussion was about faculty who are carrying an overload, what are the required office hours? TBR Policy was discussed, as was RSCC policy on office hours/workload. Brad will send an email to faculty senate, including PA 24-01, asking for suggestions on clarifying policy so there is no confusion.

X. Meeting adjourned