

Roane State Community College

Minutes of the Monthly Meeting of the Faculty Senate

October 16, 2015

2:00pm

Location of Meeting:

Roane County Campus – 0-101

Present at Meeting:

Brad Fox – President	Pat Wurth	Marcia Shloush
Mike Farmer – Vice President	Stacie Bradshaw	Bill West
Saundra Stiles – Secretary	John Brown	Elizabeth Lewis
Shannon Meadows	Brooke Lakin	Nikki Newberry
Michelle Jones	Fran Kinnunen	Mike Goggin
Teresa Lucas	Ralph Monday	Laura Vaughn
	Brenda Luggie	Darlene Anthony
	Jason Fishel	Joye Gowan

- I. **Quorum was established**
- II. **Approval of minutes** from September Faculty Senate meeting – Pat Wurth motioned for approval. Motion was seconded, and minutes were approved.
- III. **Adjustment** – Brad Fox made an announcement that there was an adjustment to committee assignments from last meeting. George Meghabghab replaced Pam Siergiej on the Hearing Committee (due to needing a male on the committee).
- IV. **President’s Report** – Brad shared that he has been attending several meetings over the last month with President Whaley, VP Ward, and VP Danny Gibbs. He attended the Administrative Council Meeting on September 28. Mr. Gibbs shared about the purchase of the property adjacent to the Roane County campus (67 acre farm). This is seen as an investment for the college and for now, the college plans to hold on to the property. The President’s Residence has also been sold. The annual budgets are due 10/23, more details will be forthcoming about this. Sexual harassment trainings are mandatory, and are to be completed by 12/15. Email reminders have been sent out, all employees must complete the trainings. VP Ward discussed accessibility training, which is an initiative from TBR. The training sessions were 10/8 and 10/9. The top 30 courses (by enrollment) are being reviewed first, and then other courses will be added to the training list. This will take time to get everyone trained. Everyone needs to be aware that this is coming and be thinking of how to make courses accessible for all students. TBR acknowledges this process will take time.

Middle College has 20 sophomores returning, and Roane County has 18 new students starting and Anderson/Clinton has 37 new students starting. Melinda reported we are paying 53% less in utilities for the Goff Building compared to the Coffey Building. Success coaches are being screened and the hiring process is underway. Targeted start date is November. Jamie Stringer reported that adult students (those over 25 years old) are a target group for the college. He and Kathy Rhodes will be doing some work to reach out to adult students. Kathy is looking at how to award college credit for experience. Brad asked President Whaley if videoing the administrative council meeting was a possibility so that it can be posted for viewing. This is being considered. The next meeting is November 2 at 9am. All faculty are invited to attend.

October 6, Brad met with President Whaley. The Pathways initiative was discussed. This is making the 1 page flyer to show students the pathway for degrees. The targeted date is April 2016. A company has been hired to work on data driven scheduling. Infosilem.com is working on this and more updates are forthcoming. Adjunct salaries will be discussed, possibly at the November TBR meeting. This meeting will focus on tuition rates, and outcomes and results and if possible raises are feasible. Brad shared the concerns about the Knox campus security/maintenance person. This has been resolved with the hiring of a part time security person during the day and also evening security. A separate maintenance person has also been hired. There is also a new daytime security person at Campbell and Scott county campuses. The issues at ORBC, specifically in the Goff building will be discussed soon during a meeting with George, Brad, and Chief Stefano.

Some faculty requested being able to lock classroom doors after class starts (due to recent current events). Chris and Diane both agree this is acceptable if a faculty member chooses to do this.

Faculty members bring up requesting a “panic button” or something similar at the Knox County campus because the security guard is at the front desk. If a threat arises there, no one would be able to call for help.

Faculty member addresses need for maps in Goff building to be updated/corrected to show correct shelters for tornado drills. Some maps are labeled incorrectly.

Faculty member asks for back parking lot at ORBC, adjacent to Goff building, to be addressed again. Faculty are concerned about drug sales/transactions going on in back lot.

Brad shared link to the Academic Curriculum Council meeting if anyone wants to see what was approved at the last meeting. Academic Council – meeting held last Friday (9th) – you can review the agenda and results at <\\nassrv\ACADCSL\2015 Meetings\2015-10-02> and November’s items are being collected at <\\nassrv\ACADCSL\2015 Meetings\2015-11-13>.

V. **TBR Sub council Update** – Pam did email Dr. Denley and ask about post retirement evaluations. She hasn't gotten a response yet. More updates next meeting.

VI. **Work Load Subcommittee Update** – The committee has communicated via email, needs to meet face to face to discuss. They have the APSU policy they would like to discuss. The feeling is that the policy may not be the problem, but rather the implementation of the policy. The committee thinks the policy is being subjectively interpreted and that needs to be more objective across the board. The committee will update next meeting with a table of what is currently being done at RSCC compared to other 2 year institutions (PSCC, CSCC, WSCC); also will contact program directors in Allied Health to see what is currently being done.

New members were added to this committee – motion made by Shannon Meadows, seconded by Pat Wurth, approved. Mike Farmer and Fran Kinnunen were added. This committee will also discuss the policy for faculty work load and overload/office hours. Does the policy need revision? Updates next meeting. Someone from another division will ask the Allied Health Dean how the hours are being interpreted and report back.

VII. **New Business** – Faculty member requested to know how many disciplines/departments were utilizing TTP's effectively. Several people said they were having issues with utilizing the TTP's because they are incorrect or not being recognized by the universities.

Idea rooms – is there a possibility to show the openings somewhere (published for faculty to access)? Some faculty think there needs to be a place to see if the rooms are available for use.

Suggestion box – Roane and ORBC have them, do other campuses? Faculty and students can use the suggestion box to ask questions or give suggestions of things that they think will improve the campus. These are confidential/anonymous and go to the President.

A faculty member asked if anyone had issues with missing a class and being penalized. A sample personal leave policy was handed out, and a request for review and for this topic to be put on the agenda for next meeting.

Brad discovered two different versions of the Constitution were available on the RSCC website. He and Mike Farmer will review to determine which one is most current. A motion was made, seconded and approved to form a committee to reconcile the two constitution versions.

VIII. **Meeting adjourned**