

# **Roane State Community College**

## Minutes of the Monthly Meeting of the Faculty Senate

October 14, 2016

2:00pm

### **Location of Meeting:**

Harriman, O'Brien 101, 2:00pm

### **Present at Meeting:**

Senators:

Brad Fox – President

Mike Farmer – Vice

President

Saundra Stiles – Secretary

Pam Siergiej – TBR

Representative

Jill Denton

Ron Sternfels

Elizabeth Weaver

Marcie Shloush

David Blevins

Sue Sain

John Brown

Pat Wurth

Stacie Bradshaw

Fran Kinnunen

Matt Waters

Jason Fishel

Brooke Lakin

Teresa Lucas

Bill West

Elizabeth Lewis

Laura Vaughn

Michelle Jones

Jala Daniels

Ben King

Faculty Members:

Sylvia Paster

Deborah Miles

Darlene Anthony

David Lane

I. Quorum was established

II. **Approval of minutes** - September Faculty Senate meeting minutes approved.

III. **Benroth update** - Mike Farmer is working with the committee, Stacie is developing a rubric and they will meet to discuss and report updates at a future meeting. Committee consists of: Jason Fishel, Pam Siergiej, Stacie Bradshaw, Dave Rath, and Mike Farmer

IV. **President's Report – Brad Fox** – Brad met with President Whaley to discuss the Salary Plan and other items, no new updates. The Workload committee is meeting November 4, and the First 24 Committee is meeting October 18. Updates from those meetings should be available at the next meeting. IT concerns from October meeting were shared with Tim Carroll. He will be sending out an email soon to gather information from faculty on more specific concerns. He will come to a senate meeting to discuss email results and address concerns. The Security Committee needs to be revitalized. At one time, it seemed to be active, and mainly

focused on Oak Ridge but in fact it is for all campuses and all issues. Brad asked for volunteers to serve on the committee. Someone recommended that ideally a faculty volunteer from each campus be identified to serve on the committee. One person said some sites have active site support teams in place already, so if that is the case, Brad asked for an email so he knows who is already involved. Brad will send out an email requesting volunteers for the committee from all faculty.

**V. Security Discussion** - Brad began by reiterating the fact that specific details concerning any security issue are confidential and cannot be discussed. The discussion should remain general, and involve finding solutions moving forward. A meeting was held Wednesday, October 12 at the Cumberland County campus to discuss security concerns. Those in attendance included: Brad Fox, Jala Daniel, Mike Farmer, Brenda Rector, Jamie Stringer, Diane Ward, Odell Fearn, Tom Stefano, Teresa Duncan, and Richard Wood. This meeting was informative and allowed the faculty attendees the opportunity to hear how the threat assessment process works. There may be some confusion on the process involved in reporting an incident when a faculty member has a student issue they are dealing with. Additionally, there are three safeguards already in place - the TAT (Threat Assessment Team), the BIT (Behavior Intervention Team), and the Be Safe Website. Having Brenda Rector in place as the Dean of Students is also beneficial, and will be a good asset. Finally, moving forward, faculty should have input in the process and be involved in the previously mentioned safeguards in some capacity. Brad opened the floor for questions/comments. The following are questions/comments raised by faculty (questions are followed by the response given):

- In a recent event, the perception is that some of the process failed. What part failed?
  - We have a threat assessment team that should have faculty representation and meet quarterly. This hasn't been happening, and many faculty were not even aware of the team. This will be corrected.
  - If you have a student that becomes angry, you can dismiss them from class and call the police if you feel in danger. If you feel you are experiencing a direct threat, call campus police.
- Why do we receive RaiderAlerts sometimes, but not always? What determines when one is issued safety?
  - If a person makes a police report, and the threat is still at large then a RaiderAlert is issued to warn students, faculty, and staff that a danger may be present. If there is no police report, or if there isn't a threat at large (person being sought by police) then a RaiderAlert will probably not be issued. Criminal behavior will usually require a RaiderAlert.

- The President's recent email was very specific about what we do for students but faculty seem to be left out and without support.
- If student is in the face of an instructor being belligerent, what do instructors do?
  - Could we offer self-defense for faculty members?
  - There is a problem with Counseling, it's not available on all campuses. There are not enough counselors to handle the number of students we have, and they can't be everywhere all the time.
  - Faculty need to know what to do if someone is in their face and angry. They need to know how to handle it upfront.
- Communication is the issue. Communication needs to be corrected. No clear-cut way to do this, but that is a major issue.
- We need to provide faculty with crisis communication, how to handle an unruly situation. What do we do if someone is in an office or class and becomes threatening?
- At what point was it/how is it determined that a student is not a threat?
  - There is a team of people (BIT) that discuss issues and determine if a student is a threat. They interview the student to gather information.
  - They also need to talk with the faculty member to gather information from their perspective.
- We have a student code of conduct that outlines guidelines to follow. Does an instructor have the right to dismiss a student from class?
  - Yes, they can dismiss them from that class. The student can come back to the next class. If it goes past a behavior problem and disruption in class, and the instructor feels threatened they need to call campus police.
- Recent situations have given faculty a lack of confidence in how things are handled.
- We need a timeframe for which things are evaluated by the BIT, or whomever it is reported to. For example, 24 hours to respond when a report is made.

- Fall inservice would be a good place to have training.
- Professionals need to conduct training or teach classes in crisis intervention, not necessarily people from our college.
- We have a student code of conduct, why don't we follow it?
- A report at the end of each semester outlining what was reported in reference to threats, etc. would be nice to see. Not hidden on a website, but sent out for faculty to see.
- The email about FERPA was questioned. Communication between faculty is protected. We need to find out if this is protected or not.
- We should communicate to students what we expect regarding behavior. We do this in regard to academic misconduct, and we should do something similar with a behavior policy. Beverly Bonner had wording for a syllabus that faculty could use, and if faculty wanted to add to it she would review it. She also had a policy regarding students being removed from class. We are happy to have a Dean of Students in place again, and hope that something like this might be a possibility again. Being without a Dean of Students for the past several years has created a lack of trust and it will take time to build that trust back up.
- With all the hiring for success coaches, we need more people who have mental health backgrounds. This institution has a habit of not replacing key positions, and we need counselor positions to be replaced.
- After the first occurrence in a class, we can remove the student for one class. We need to document it, and if it happens again they should be removed permanently.
- If someone is threatening you, call the police. If it's behavioral, a faculty member can dismiss the student for the class, but the student has the right to come back the next class.
- We have lost a faculty member recently over a security issue, and this is a major concern.
- If a student issue arises in the classroom, student services needs to be in contact with both the student and the faculty member. Faculty need to speak for themselves in these situations.
- The concern is not that administration feels safe, but that faculty members who are working with students daily in classrooms are safe. Faculty need to feel protected and supported. Are we protecting adjuncts in the same way?

- The process needs to be improved and faculty need to be involved.

A motion was made to form a committee to add syllabus statement regarding student disruptive behavior. Seconded and approved.

A motion was made to continue the security discussion with invited guests from administration - Odell Fearn, Brenda Rector, Jeff Snell, Tom Stufano and Diane Ward.

The following questions were asked by faculty to the administration representatives:

- A faculty member said he/she had read through FERPA guidelines, and that FERPA clearly stated we can discuss issues with school officials. When Dr. Whaley said faculty can't discuss this, it seemed to be an attempt to silence faculty on a recent security issue. It was an email about personal knowledge of a situation. What can we talk about and what can't we talk about?
  - The email was a direct result, and wording taken directly from TBR legal. Faculty have to be careful sharing information, even if it appears general. We cannot share information that would identify a person.
- Should faculty be made aware of a student issue in case the student is in other classes?
  - If two faculty members are discussing an issue, that should be ok. If it is discussed with the entire faculty, that could be viewed as targeting a person.
  - The RSCC police officers are very experienced and trained, and if you have an issue call and report it.
  - There is continuous monitoring of situations that appear.
- SA.06.16 policy states clearly student discipline under Section III. Why aren't we following this policy?
  - If a student is disruptive, the faculty member can dismiss them from class. They are permitted to return the next class meeting. If it happens again, you can dismiss them again, and they may return the next class meeting. There is a form on the website that faculty (or anyone) should use - Behavioral Concern Referral Form. This can be used if faculty have issues with students, another faculty, or a staff member. This form will be assessed and action will be taken. If you feel imminent danger, call the police and they will take you through the proper complaint procedure and begin the threat assessment process.

- If a behavioral concern is reported, an investigation occurs. If threatening enough, it will involve counseling and/or the police to determine the level of the threat. The threat determination will be made by the BIT team.
- What role does faculty play in student issues? If a student is disruptive or threatening, what information is gathered from faculty?
  - Currently, there is no process for involving faculty. They should be involved and will be kept in the loop going forward.
- Why in a recent event was the student interviewed but not the faculty member? It seems faculty are not supported.
  - Police cannot solicit information from people. If the police become aware or see something they will react, but they cannot solicit information. If a report is made, they will investigate it and respond.
- It has been reported that things were delayed because a dean was out of the office. Why is this?
  - The Deans do back each other up, and ultimately Diane is there to fill in if necessary. The Deans are working together, and looking over the process to make things better.
- Security training is a concern. How trained are the security guards?
  - RSCC police force is a viable police department. Faculty should call them and use them if they need assistance.
- If a student is interviewed, why would the next logical interview not be with the faculty member?
- Faculty are concerned they may not be supported by Administration if a student issue arises.
  - That is why Senate leadership was brought in to meet with administration to discuss current events. Details cannot be shared because they are confidential, but they were made aware to try to shed light on the most recent event.
- Faculty want to know they are supported. If a student issue arises, shouldn't that student be moved to another class?

- That was requested and denied in the most recent event. There were reasons that wasn't a possibility.
- What can counseling and dean of students do to create and build trust?
  - Keep communication open.
  - Talk with faculty if a student issue arises. If they talk with the student, they should contact the faculty.
- Should faculty come to work intimidated, scared, etc.?
  - No, if they feel threatened, they need to talk with police.
- How is it determined where armed police officers will be placed?
  - There is one assigned to each campus, and they make regular rounds. The needs of each campus are monitored and police are assigned based on needs.

Going forward, faculty need to be a part of TAT, and BIT (maybe). They should also talk with the faculty member who recently left. An exit interview should be conducted and could probably provide some valuable information.

Faculty need to allow the process to work. Follow the process, and the evidence will be examined.

VI. **New Business** - move to table new business until next meeting. Seconded and approved.

VII. **Meeting adjourned**