

Roane State Community College
Minutes of the Monthly Meeting of the Faculty Senate

December 1, 2017

2:00pm

Location of Meeting:

Harriman, O-101

Present at Meeting:

Senators:

Mike Farmer—President	Matt Waters
Saundra Stiles—Vice President	Ryan Campbell
Elizabeth Weaver—Secretary	Jimmy Miller
Stacie Bradshaw—TBR Faculty Senate	Pam Siergiej
Brad Fox—Past President	Jala Daniels
David Blevins	Ruth Palmer
Gary Genna	Bill West
Melinda Gill	Lea Duncan
Michelle Jones	John Brown
Jason Fishel	David Rath
Fran Kinnunen—Parliamentarian	Cody Villarreal
Marilyn Mascaro	Rosemary Bird

Agenda:

- I. Quorum was established
- II. Approval of Minutes—November Faculty Senate meeting minutes approved.
- III. Tim Hunt—Info related to military students
 - A. Expecting more students with Reconnect in Fall 2018.
 - B. If you have a veteran in class, direct them to Tim Hunt for questions/concerns.
- IV. Committee to Address use of the student email distribution list
 - A. Looking to limit the use of the student distribution list
 - B. Committee:

1. Allied Health: Gary Genna
2. Math: Ryan Campbell
3. Nursing: Ruth Palmer
4. Humanities: Matt Waters
5. Social Sciences: Sandra Stiles

V. Academic Calendar

- A. Class start dates are set by TBR
- B. Faculty return dates are set by the institution
- C. Spring 2018 dates are set, but Thursday and Friday will not have meetings and faculty can work from home.
- D. Questions raised:
 1. Should Faculty Senate send a recommendation to Dr. Ward that Faculty Senate suggests 5 business days prior to first day of classes?
 2. Can we publish a calendar for the next 5 (?) years with convocation?
 3. Note: Some programs need to set up meetings with students before classes begin.
- E. Motion: Have a standard schedule of convocation/division meetings during the 5-day week prior to classes starting.
- F. Sandra will head up a committee; e-mail her if you are interested in being part of this committee.

VI. Constitution Update

- A. Many grammar fixes
- B. Main Changes:
 1. "Action Form"
 2. Who can attend
 3. Added that resolutions should not be voted upon until next meeting
 4. Who can address the Senate
- C. Copies will be distributed once final changes are made

VII. Committee Updates

- A. Workload—After discussion, a motion to postpone the vote was made; the statement will go back to the committee for revision.
 - 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. DegreeWorks—Success Coaches will start using DegreeWorks and show students how to use it as well
 - 2. Success Coaches help students with their schedule, but they do not register or make schedules for them.
 - 3. When does the transition happen?
 - a. Some may benefit to move to a faculty adviser faster
 - b. Changing to sooner-than-24-hrs. means our number of advisees may increase
 - 4. Suggestion for Notes—summary of advising posted in DegreeWorks each semester
 - 5. Question: What is ARC's role?
 - 6. Next First 24 Committee Meeting is December 8 @ 10:00 a.m. in Walden Ridge
 - 7. Feedback from Allied Health—Program director is getting all calls from students because other faculty are not confident in advising.
 - 8. Faculty would like to see a true transition rather than a hand off.

- C. Benroth Process Procedure—Stacie Bradshaw
 - 1. Rubric—higher score is “better”
 - 2. “Artifacts”—quality vs. quantity concern brought up
 - 3. May be ready for this year; suggested to make changes, but not implement until next year
 - 4. Faculty evaluations
 - 1 0-1.0
 - 2 1.1-2.0
 - 3 2.1-3.0
 - 4 3.1-4.0
 - 5 4.1-5.0

D. Bookstore—Dave Rath via Sandra Stiles

1. Dave is going to a meeting next week to view four presentations
2. TBR will be making the final choice

VIII. President's Report—Chris Whaley

A. Legislative Luncheon on Oak Ridge Campus today

1. Asking to keep their eyes on higher education
2. Funding seems to be the only thing on the horizon; no surprising topics on the agenda
3. Recommending an increase in funding for 2018-19 of \$1.1 million, recurring, for RSCC (THEC recommended, not sure if the governor will approve full implementation)
4. THEC Capital List—this is the first time without the universities. RSCC has Knox Co. on the list—according to the master plan, it is the one that needs the most additional space. There are 22 or so projects on the list and RSCC is #10 which gives us a chance to be funded depending on the projects that are approved and dollars available. This will eventually happen if not this time.
5. Upgrade will include both conferencing technology and updated Wi-Fi.

B. TBR wants to replicate the success coach model at Roane State to all 13 community colleges across the state; asking for recurring dollars to fund this process.

C. Safety dollars (\$44-46,000) will continue; to be used for exterior and interior door locks

D. Working on conferencing technologies to replace IDEA rooms. Administration wants to know what we want to implement.

E. Reconnect—anticipating 600-700 additional students in the fall. Aiming to have services, classes, and programs for those returning students.

F. With new money, the aim is to complete the current salary plan and then start a salary study for next salary plan. In the interim, changing adjunct pay is next.

G. Interviews for next CFO should yield 2-4 finalists; meetings will be set up prior to the winter break

H. Foundation Executive Director to be announced middle of next week

I. Dean of Allied Health—meeting with faculty 12/15; timeline will not be set until after this meeting

J. Roane County Mega School—a letter of interest has been sent to RSCC, but no decisions have been made

- K. Fentress County—When RSCC left the portable units to York Institute, it was known to be temporary. RSCC is open to looking for an alternate location and may try to partner with TCAT
- L. From Mike Farmer: Faculty Forums—Dr. Whaley and Dr. Ward have agreed to have Faculty Forums in the Spring (Dr. Ward 5 weeks in and Dr. Whaley 10 weeks in, as well as the end of the semester). If you have questions, get them to Mike Farmer, Cathy Smith, or Dr. Whaley.

IX. Adjourn