

# *Roane State Community College*

## Minutes of the Monthly Meeting of the Faculty Senate

November 9, 2018

2:00 p.m. EDT

### Location of Meeting:

Oak Ridge, Goff 226

### Present at Meeting:

#### Officers:

Mike Farmer—President

Saundra Stiles—Vice President

Elizabeth Weaver—Secretary

Jason Fishel—Parliamentarian

#### Senators:

Donna Ogle

Sue Sain

Insco, April

Robert Alfonso

Marilyn Mascaro

Ted Stryk

Matt Waters

Kathryn Arcangeli

Jala Daniel

Debora Miles

Pamela Siergiej

John Brown

Pat Wurth

Darren York

Laura Vaughn

#### Faculty Members/Administrators:

David Lane

Katie Wibking

### Agenda:

- I. Quorum established at 2:07 p.m.
- II. Approval of Minutes—October Faculty Senate meeting minutes approved.
- III. Committee Updates
  - A. Senate Constitution
    1. Previous Updates
    2. Change in Divisions
      - a. Update needed for 4 divisions
      - b. Suggestion: Change senate structure to include 5 senators from each division to maintain 20 faculty representatives.

3. Look over entire constitution
  4. Committee
    - a. Mike Farmer
    - b. Saundra Stiles
    - c. Jason Fishel
    - d. Marilyn Mascaro
    - e. Deborah Miles
    - f. Sue Sain
  - B. Employee Satisfaction Survey
    1. Several senators met with PSCC administrators to view their survey tool
    2. Survature: many useful features that can be used for various survey needs
    3. Survature may not address the concerns regarding the survey requested by Faculty Senate.
- IV. Vice President's Report—Saundra Stiles
- A. Security Update
    1. Security moved to Clinton regularly
    2. Email regarding security escorts sent by Danny Wright (11/19)
  - B. HR Update—President Whaley assures it will be taken care of and that Marsha Matthews will handle the issues
  - C. Update on Following Policies
    1. It is within the president's power to make decision in the best interest of the college.
    2. Other policies are being updated to reflect the direction of TBR
    3. Some policies include "subject to exception of the president."
    4. Exceptions are made only when necessary or there is a dire need
    5. Question regarding hiring
      - a. VP of Student Services and Innovation—there is a difference between filling a vacant position and promoting someone; GA-05-01 allows the president to appoint/promote personnel
      - b. VP of Business, Finance, & Auxiliary Services—committee was split; TBR legal allowed the president to make an appointment without reopening the interview process
  - D. Issues with the Bookstore
    1. There is a potential problem with having 2 bookstores; Follett wants us to choose 1 site or 2 sites
      - a. 1 site—they chose the site
      - b. 2 sites—all book orders have to be done twice if we want books on both campuses
    2. Follett promised training for online orders; this has yet to happen so faculty must email Tim Myers

3. TBR/Follett bookstore initiative—piloting program where books can be included with tuition.
  - a. Students can opt out anytime
  - b. Currently only available as a digital option
  - c. When paid through tuition, book is purchased and student gets electronic version
  - d. Student can upgrade to print edition
4. Motion: Faculty Senate should have an input in the TBR Textbook/e-text initiative. (Motion made, seconded, and passed.)
5. Faculty Senate would like to issue a formal complaint regarding the bookstore and bookstore manager
  - a. Lab books for Biology are still not here (week 11)
  - b. Books are available for TN eCampus, but supposedly not available for RSCC sections
  - c. TN eCampus is able to get more books when enrollment spikes, but RSCC bookstore says the same books are “unavailable”
  - d. New editions selected without communicating with the dean or faculty
  - e. A request for 25 books, but only 10 books actually ordered

#### V. Policy Votes

##### A. PA-22-01: Academic Tenure

1. Approved pending a change in the wording to reflect the previously approved change in saying Form E’s can be completed before the meeting.
2. A change is requested for either the PT Chair or the Monitor be responsible for delivering votes and Form E’s to the deans rather than both parties traveling to Harriman [NOTE: This is likely a request for a change to the handbook rather than the policy, but it seems relevant to the Academic Tenure procedure.]

##### B. PA-24-01: Faculty Job Description

1. Approved pending a change in the wording regarding syllabi.
2. Suggested change: “Syllabi will follow the template recommended by the Faculty Senate and approved by the Chief Academic Officer and President.”

#### VI. Response to Questions Regarding Middle College—David Lane

- A. Email from senator requested clarification on questions raised during the previous meeting
- B. It is confirmed that deans have full discretion to assign faculty to sections as they see fit
- C. Decisions to/not to teach Middle College is between the individual deans and their faculty
- D. It is David’s understanding that the deans make the call for assigning faculty for Middle College

VII. New Business

A. Student Evaluations—Darren York

1. IDEA will no longer offer pencil-and-paper evaluations; RSCC must make a decision regarding student evaluations.
2. A committee is looking at options, but faculty needs to prepare for an online-only version of student course evaluations.

B. Internet

1. Jamie Stringer will address Faculty Senate during the December meeting
2. Changes to Wi-Fi are being discussed
3. Connectivity and data transfer are being examined
4. Efforts are being made in order to help the Zoom technology run smoother

VIII. Next Meeting—December 7, 2018 at 2:00 p.m. EST, Harriman (O-101)

IX. Adjourned at 3:31 p.m.