

Roane State Community College

Minutes of the Monthly Meeting of the Faculty Senate

January 18, 2019

2:00 p.m. EST

Location of Meeting:

Oak Ridge, Goff 226

Present at Meeting:

Officers:

Mike Farmer—President

Saundra Stiles—Vice President

Elizabeth Weaver—Secretary

Stacie Bradshaw—TBR Faculty Rep

Jason Fishel—Parliamentarian

Senators:

David Blevins

Jeanne Evans

Melinda Gill

Sue Sain

Robert Alfonso

Marilyn Mascaro

Krysten Anderson

Kathryn Arcangeli

Jala Daniel

Debora Miles

Pamela Siergiej

John Brown

Elizabeth Lewis

Pat Wurth

Darren York

Laura Vaughn

Faculty Members/Administrators:

Marianna Mabry

Saeed Rahmanian

Agenda:

- I. Quorum established at 2:01 p.m.
- II. Approval of Minutes—December Faculty Senate meeting minutes approved.
- III. Benroth Scoring Rubric—Stacie Bradshaw
 - A. Stacie sent rubric to senators via e-mail January 14
 - B. Senators need to review the rubric for discussion and vote during February Faculty Senate meeting

- IV. TBR Sub-Council Update—Stacie Bradshaw
 - A. Next meeting will be on February 1, 2019
 - B. First meeting without universities
 - C. Main focus of this meeting will be updating policies

- V. Workload/Course Load
 - A. The semester started with a miscommunication regarding a common practice (called “policy”) of some divisions
 - B. Previously faculty have been asked to teach courses at a reduced load; in some cases non-tenured faculty have been asked to teach at a reduced load and feel they are not able to refuse the class
 - C. Question: Would classes with more than ten students not balance out classes with ten or fewer students? Could we look at an average number of students per class in any given semester?
 - D. Question: When classes are overloaded, are faculty going to be paid for additional students?
 - E. Concern: Success Coaches are telling students to take specific instructors over another and this affects course loads
 - F. After discussion, Faculty Senate would like to do the following:
 - 1. Form a committee
 - a) Sandra Stiles (chair)
 - b) Sue Sain
 - c) Robert Alfonso
 - d) Kathy Arcangeli
 - 2. Make a position statement regarding course load guidelines
 - 3. Explore the possibility of removing faculty name from schedules

- VI. Employee Satisfaction Survey—Sandra Stiles
 - A. The committee has selected the Ruffalo [College Employee Satisfaction Survey™](#)
 - B. Mike Farmer will ask Cynthia Cortesio to administer the survey
 - C. President Whaley gave approval for Marsha Mathews cut a check for the cost

- VII. Course Evaluation Tool—Mike Farmer
 - A. The online survey tool from IDEA (current course evaluation provider) was recommended to Faculty Senate; no objections were voiced
 - B. Suggestion: Can we explore the possibility of incentives for students who complete these course evaluations? (Early registration privileges, drawings for prizes, etc.)

VIII. New Business

A. Administration/Faculty Meetings

1. Some senators raised a concern regarding a lack of minutes for committee meetings with administration (President's Meeting, Deans Meeting, etc.)
2. Without a record of decisions made, some miscommunications have been passed along to faculty
3. Suggestion: Faculty Senate would like to request minutes be kept in committee meetings with administration to reduce the risk of future miscommunication

B. Salaries

1. Question: If salaries are published, why are salary formulas secret?
2. Concern: Salaries do not seem to be equitably commensurate to the education level and experience of some newly-hired faculty

C. Hiring Policies

1. Question: Do we have institutional hiring policies?
2. Follow-Up Question: Are we following them?
3. There is concern with interim positions becoming full-time without communication.
4. Request: Can the website be updated to indicate current positions for all faculty/staff/administration?

D. Concerns regarding Success Coaches

1. Suggesting certain instructors over other because they are "easy"
2. Suggesting student take all their classes on the Harriman campus or Oak Ridge Branch Campus since they "have to go for lab anyway" (some off-site campus enrollments have dropped due to this advice)
3. Health Sciences are seeing a decline in qualified students because they cannot handle the workload required for their major classes due to having students guided to "easier" faculty/adjunct faculty in the gen. ed. Courses
4. Students being told to "avoid" certain faculty for ENGL 1010/1020
5. Students allowed/encouraged to take a course not in their degree plan to put off or avoid COLS 1010

IX. Report from President Whaley

A. Enrollment Update

1. Enrollment is up 8.3%
 - a) Possible Reasons—Retention Fall-to-Spring was good, TN Reconnect students who were not quite ready for Fall started this Spring

B. Salary Increase for Adjuncts

1. Base salary for all adjuncts (at all levels) has increased \$70/credit hour
2. This is Phase 1 and is in effect now
3. Suggestion: Longevity pay for long-term adjuncts (i.e. an additional increase per credit hour after 6 semesters of teaching)

- C. Full-Time Salary Plan
 - 1. Steps for a New Salary Plan
 - a) Plan must be investigated
 - b) Plan must be approved
 - c) Plan can be implemented
 - 2. Question: Will TBR let Roane State include adjunct pay as we payoff another salary plan?
- D. Achieving the Dream—RSCC has been selected as an AtD Leader College
- E. Workload—As part of a regular and continuous audit process, Cynthia Cortesio is auditing how workload is calculated, etc.
- F. Questions and Requests
 - 1. Record of Meetings—Standard practice to record notes for all meetings and share those notes with those in the meeting
 - 2. Course Loads—Updating the guidelines for course loads is the next step
 - 3. Cumberland County Campus—major concerns regarding air/heat
- X. Next Meeting—February 8, 2019 at 2:00 p.m. EST, Harriman (O-101)
- XI. Adjourned at 3:34 p.m.