

**Roane State Community College Faculty Senate
Minutes of the Monthly Meeting of the Faculty Senate
September 11, 2020**

Location of Meeting: Roane County: D-209, Oak Ridge: Goff-225, and Zoom Meeting ID: 975 4085 5193

Attendees:

Deborah Miles, President	Elizabeth Weaver	Victoria Findlay, guest
Sue Sain, Vice-President	Teresa Lucas	Elizabeth Genovise, guest
Gary Gravely, Secretary	Marianna Mabry	Melinda Gill, guest
John Brown, Parliamentarian	Vickie Pierce	Thomas Herron, guest
Steven Carriger	Jerri Kiser, alt.	Jimmy Miller, guest
Valerie Herd	Michael Golebiewski	Sylvia Pastor, guest
Elizabeth Lewis	Geol Greenlee	Saeed Rahmanian, guest
Jessica Dalton-Carriger, alt.	Melanie Hildebrandt	Ted Stryk, guest
Jala Daniel	Abby Schoolfield	Matt Waters, guest
Jillian Miller	Connie Blalock, guest	Lyndy Wibking, guest
Steve Ward	David Blevins, guest	Adam Williams, guest

I. Established Quorum at 2:01

II. Approved February 21st, 2020 Faculty Senate Minutes

III. TBR Faculty Sub-Council Updates – John Brown (See Appendix 1)

- A. Most discussions were related to pandemic and reopening. Task forces established in March from each campus. TBR's position is that each institution should submit their own pandemic plan.
- B. Digital Engagement Initiative is progressing to Phase Two.
- C. D2L contract is ending soon. It will be replaced by Blackboard.
- D. Push for food pantries, veterans programs, and prison programs.

IV. Vice President's Report – Sue Sain

A. Suggestion Box

- 1. Eleven suggestions. Questions were sent to President Whaley.
- 2. Question related to Monday Morning Mentor. Are we using it enough to justify the cost? Forwarded to CTAT. Money comes from their budget.
- 3. The CARES Act helped pay for extra compensation to faculty for moving their classes online in the spring.

B. Benroth Procedures

- 1. Digitizing Benroth portfolios was recommended.
- 2. Questions have been submitted to Benroth family.
- 3. - Committee: Ted Stryk (Humanities), Connie Blalock (Math/Science), Saeed Rahmanian (Math/Science), Sue Sain (Health Sciences)

V. AAUP Update – Kathy Arcangeli

- A. Faculty survey met March 6 deadline.
- B. Results were sent to all faculty and to President Whaley via email.

C. Some areas were identified where improvements could be made.

D. AAUP officers hope to have a dialogue with President Whaley about areas such as shared governance and grievances.

VI. President's Report

Committee Appointments:

Academic and Curriculum Council:

Health Sciences: Sue Sain

Humanities: Ted Stryk

Math Science: Deborah Miles

Social Science: Steven Carriger

Promotion and Tenure & Hearing Committees:

Health Sciences: Vickie Pierce

Humanities: Michael Golebiewski

Math Science: Jala Daniel

Social Science: Valerie Herd

TBR Faculty Sub-Council Alternate: Elizabeth Weaver

President Deborah Miles reviewed Faculty Senate Duties and Powers as listed in the Faculty Senate Constitution before addressing old business.

A. Old Business

1. Vote: Faculty Senate Resolution on the Adoption of the AAUP Statement on Government of Colleges and Universities (See Appendix 1 of 02/21/2020 Minutes)
 - a. Motion was made to Discuss.
 - b. Jessica Dalton-Carriger expressed hesitance to use AAUP language due to small membership. Ted Stryk expressed that he had heard similar concerns.
 - c. Clarification was made that AAUP was not a union.
 - d. Questions about how AAUP would function at college were asked.
 - e. Proponents of AAUP resolution voiced AAUP's role in the tenure process.
 - f. Google doc regarding resolution was posted for comment in February. Nineteen comments were made. Only four were negative.
 - g. A request was made to take a step back and get more faculty feedback.
 - h. One more month was asked for by Steve Carriger.
 - i. Elizabeth Weaver made a motion to postpone vote to October.
 - j. Question was asked by Steve Carriger if this would require a 2/3 majority to constitution or is it just a statement of support? Deborah Miles said it was a statement of support.
 - k. Deborah Miles suggested two ideas; being selective by choosing specific verbiage from the AAUP statement rather than the whole or creating a subcommittee to generate a Roane State specific statement.

- l. Steve Ward volunteered to create a statement that doesn't have AAUP in it.
 - m. Sue Sain moved that we move to committee, seconded, and approved.
 - n. Steve Ward (Math/ Science), Jessica Dalton-Carriger (Social Science, Business, and Education), Marianne Mabry (Health Sciences), Abby Schoolfield (Humanities) volunteered to be on the committee.
2. Vote: Faculty Senate Resolution on Faculty Responsibility for Methods of Instruction (See Appendix 7 of 02/21/2020 FS Minutes)
 - a. Motion was made to untable.
 - b. Suggestion was made by Steve Carriger that we might want to resolve previous question prior to this resolution.
 - c. Elizabeth Weaver made a motion to amend that Morgan County should be added to list of campuses where white boards were removed without faculty input. Seconded. Motion passed.
 - d. Jala Daniel added that some white boards were returned to Scott Co. campus. She also made the point that since the smart board is now the instructor computer of the classroom, -it prevents adjuncts and others from having privacy to check email, etc. Also, there is a need for white boards for mathematical equations, etc.
 - e. Questions were discussed about AAUP language.
 - f. Motion was made to table until next meeting. Motion passed.
 3. Faculty Senate Election Procedures
 - a. President Miles asked for another month to work on this.
 - b. Motion was made to table. Seconded. Motion passed.
 4. Follow-up re: FLAC
 - a. President Miles shared email from VP Diane Ward. Email stated that workload verification doesn't happen until the semester because of fluidity of enrollment. Enrollment surge of last two weeks was noted.
 - b. Concerns were voiced regarding adjuncts (particularly Health Science adjuncts who turned down classes because of pay), how much undue burden support staff have, etc.
 - c. Suggestion was made that preliminary employment contracts be available as schedule comes out.
 - d. President Miles asked that written concerns be sent to her as divisions have different issues regarding this subject.
 5. Student Zoom survey – Valerie Herd
 - a. No update
- B. Work Group Updates
1. Adjunct Representation on Senate – Jala Daniel and Geol Greenlee

- a. Google doc is still available.
 - b. Most faculty were in favor.
 2. Advising – April Insko
 - a. No update
 3. Availability of Committee Minutes – Deborah Miles
 - a. Motion was made to withdraw. Motion passed.
 4. Bookstore Issues – Jala Daniel and Steve Carriger
 - a. Donna Grigsby is in place for any communication regarding faculty concerns about bookstore issues.
 5. Faculty Workload – Sue Sain
 - a. Faculty Senate workload committee has existed for several years without major progress.
 - b. Administrative committee exists but no updates have been provided to the Faculty Senate for at least three years.
 - c. Motion was made to adopt Faculty Senate Resolution for Faculty Workload and Compensation Protocols. (See Appendix 2)
 - d. Motion was tabled for consideration in October.
 6. Syllabus Template
 - a. VP Ward expressed willingness to move some information to a different location.
 - b. Vickie Pierce and Teresa Lucas (Health Sciences), Melanie Hildebrandt (Humanities), Deborah Miles (Math/ Science), and Jessica Dalton-Carriger (Social Science, Business, and Education) agreed to look at this issue.
- C. Suggestions from Faculty Senate Survey – August 2020
1. Nine anonymous comments were briefly discussed.
 2. Volunteers to develop online Tenure Portfolio template - Steven Carriger, Jessica Dalton-Carriger, Matt Waters, Connie Blaylock
 3. Digital Engagement Initiative - John Brown stated that it hadn't been mentioned at TBR. Steve Carriger and Jessica Dalton-Carriger were asked to summarize their questions/concerns in an email.
 4. Marianna Mabry discussed how more COVID-19 procedures need to be public. She had sent her Dean a bulleted list of questions. She will provide response to President Miles.
- D. President Miles read a statement in response to accusations of divisiveness regarding issues with the administration. She stated that addressing faculty concerns is a primary role of the Faculty Senate. The statement referred to the dismissal of Dr. Pomper and dozens of written complaints submitted by faculty and staff from other divisions/departments which were summarized in a 42-page report that was sent to TBR on behalf of concerned faculty, not Faculty Senate. An external audit was requested and denied. An internal audit conducted by Mr. Mike Batson, TBR Chief Auditor is ongoing.

VII. Adjourned at 3:55.

Appendix 1: TBR Faculty Senate Updates

Taken By: John Brown

April 17, 2020

- 1) Dr. Lana Hamilton, Vice Chancellor for Academic Affairs--COVID-19 Update:
 - a. Presidents meeting 3 times a week with Chancellor Tydings and TBR senior staff, MWF, 3:00 EST (if you need to bring anything to president's attention)
 - b. Both CCs and TCAT's offer surgical tech degrees/diplomas
 - i. Bill in legislature to allow TCATs to offer associate's degree in surgical tech
 - ii. No major concerns from legislature
 - iii. Legislature will return in June
 - c. Nursing programs making great progress is working with virtual simulations
 - d. Working toward more virtual simulations for skills programs
 - e. Safety and security is #1 priority, trying to protect academic rigor while doing this
 - f. Confident we'll emerge from the pandemic stronger than ever
- 2) Greg Cedrick, Vice Chancellor for Academic Affairs—D2L update
 - a. Some concern from faculty about switching from D2L to new platform, especially in light of pandemic—extension possible?
 - b. Contract ends at end of year, extension could be possible through spring 2021
 - i. This is very complicated due to contracts, funding, enrollment, etc.
 - ii. All former TBR universities also taking part, except ETSU, though none are bound to adopt same platform as TBR
 - c. Canvas, Blackboard, and D2L are finalists
 - d. Test drive is next step
 - i. Representatives from each campus will give a test drive of platforms
 - ii. Feedback from faculty, this, and costs balanced to determine new platform
 - e. Enrollment will play a major role in how much we spend
- 3) Lura Johnson—Proposal to change terminal degree for accountants
 - a. Not much market for accounting PhDs—no current accounting instructor in TBR has an accounting PhD
 - b. Suggests allowing master's degree to serve as terminal degree for promotion purposes (not requiring a PhD for accountants to become full professors)
 - c. Last PhD is accounting hired by UT paid over \$200,000/year (how can community colleges compete with this?)
 - d. Dr. Hamilton—current policy requires earned doctorate or terminal degree in field to become full professors
 - i. MFA became TBR recognized terminal degree for certain arts programs about 10 years ago
 - ii. Engineering also allowed to use master's as terminal degree
 - e. Dr. Cedrick: this change would have regional impact
 - i. Individual presidents have opportunity to ask for exceptions to requirements for promotion
 - ii. This might be an alternative
- 4) Dr. Barryman—Academic Affairs update
 - a. Clinical hours in nursing and allied health programs—how will students in these areas be able to finish them?
 - i. 50% rule for simulation was a suggestion, not requirement
 1. All nursing programs in state have found ways (though they vary from institution to institution)
 - ii. Dental Hygiene, other areas still working towards finding a way
 - b. Use of GPA for placement:
 - i. What do we do about students unable to take ACCUPLACER?
 1. Recommending for summer and fall 2020 to use high school GPA (GPA level to be determined) to be used in place of ACT/ACCUPLACER scores
 2. Students more than 5 years out of high school would have to take learning support courses

- 5) Dr. Robert Denn, Associate Vice Chancellor for Academic Affairs—
 - a. Tennessee Workforce Development System (TWDS): Military Transition Team identified support needs for transitioning veterans into workforce
 - b. K-12 collaboration delayed due to pandemic
 - c. Digital Engagement Initiative (DEI):
 - i. Inclusive access has been successful over the past couple years
 - ii. Work toward creating digital campus
 - iii. Working on making a degree program with no textbook costs
 - 6) Heidi Leming, Vice Chancellor for Student Success:
 - a. Accessibility work going well
 - b. Creating accessibility teams on campuses who do not have them yet
 - 7) Michael Tinsley:
 - a. Methods of Procedures released by USDOE
 - i. RSCC, TCAT monitored next academic year (this is routine)
 - 8) Hollands—Prison Education:
 - a. Expanded to include barbering, cosmetology and welding
 - b. RSCC has been offering programs at Morgan County Correctional Complex
 - c. Projects expected to be expanded
 - 9) Faculty Business:
 - a. Observation hours challenged due to COVID-19
 - i. Discussion on how to do observation hours for Social Work, Early Childhood Education programs
 - ii. Unclear at this point
 - b. Late withdrawals of students due to shift to online classes:
 - i. No guidance from TBR on whether this should be allowed
 - c. Concern about grading integrity voiced by SW
 - i. Proctoring a problem
 - ii. Dr. Hamilton: Looking at other proctoring programs, specifically Proctor U.
 - 10) July TBR Subcouncil Meeting will be virtual
-

July 17, 2020

1. Dr. Allana Hamilton's (Vice Chancellor for Academic Affairs) updates:
 - a. TBR meeting with presidents and executive councils twice per week to discuss issues related to reopening, COVID-19, etc.
 - b. Variety of training sessions (most recently a session from Tennessee Emergency Management)
2. Dr. Robert Denn (Veteran's Affairs Coordinator)
 - a. TBR community colleges: 2,513 veterans, with close to 1,000 dependents
 - b. Campuses providing heightened experiences for vets receive distinction (CC's recognized):
 - c. Plans for unified, TBR system-wide event honoring veterans
 - d. Digital Engagement Initiative (DEI) moving into phase 2
 - i. Study from Georgia found students with access to open access educational resources increased success rates by 12%
 - ii. Major grant for gen-ed faculty available for converting to open access educational resources (details will be sent to campuses)
3. Faculty Teaching and Learning
 - a. Online Task Force established in March for COVID-19 Pandemic
 - i. Membership includes reps from each campus
 - ii. Groups meeting to discuss shifting to hybrid model, needs of faculty from support services
 - iii. One theme: centralize information to prevent the "avalanche" of emails
 - iv. One source of info related to online learning from TBR for faculty (and one for students) coming soon
4. Dr. Heidi Leming (Vice Chancellor for Student Success) updates:
 - a. Push for more food pantries
 - b. Move to establish e-diplomas/credentials

5. Accessibility Update:
 - a. Chairs evaluating current contracts and exploring new ones
 - b. Library websites being audited
 - c. Vendors being evaluated for accessibilities
 - d. Accessibility Mini-Series held on fourth Wednesday of each month
 - e. Questions about accessibility should be directed to Accessibility Specialist on campus
6. Articulation agreements update:
 - a. TCAT to CC articulation for Surgical Tech approved
7. Online eCampus Course Fees (Greg Sedrick)
 - a. In-state maintenance fee (established in 1998, follows tuition increase)
 - b. eCampus serves as safety net for students when courses aren't available at their institutions, especially crucial during pandemic
 - c. Many online courses and infrastructure for each campus is subsidized by eCampus
 - d. All money spent on eCampus comes back to home campuses
 - e. eCampus good for courses with high fill rate and low fill rate
 - f. Some resources for eCampus being paired down as eCampus has seen significant enrollment declines
8. New web platform:
 - a. Still being determined (slowed by pandemic and budget cuts)
 - b. Information coming soon
9. Pandemic:
 - a. Nashville State has transitioned online for fall
 - b. TBR position: each institution develops and submit plan for review and approval
 - i. 40 institutions, 40 different plans
 - c. Concern expressed about having to transition online again this fall
 - d. Concern about faculty being required to clean classrooms after class
 - e. Liability discussed:
 - i. Allied Health deans met with Office of General Counsel to discuss liabilities
 - ii. Dr. Hamilton: overarching theme: syllabus and handbook language
 - iii. PPE and exposure language
 - iv. Consensus: faculty can't be held liable as long as they act within policy

Faculty Senate Resolution on Committee for Faculty Workload and Compensation Protocols

Date Proposed: 09/11/20

Approved by Faculty Senate:

Whereas current RSCC policies do not adequately address workload and compensation and are not applied consistently within each division, and

Whereas, it is a role of Faculty Senate, per the Faculty Senate Constitution to

- To express the collective opinion of the faculty to the administration of the college on any matter of concern to the faculty, and to provide for the administration a significant avenue for the dissemination, discussion, and evaluation of all matters of concern to the faculty; and
- To initiate faculty input for the planning and implementation of college programs, policies, and facilities, and to serve as a vehicle for recommendations faculty make to address current college issues, problems, and institutional goals; and
- To aid in securing and maintaining adequate salaries, tenure, sound retirement systems, and such other benefits and improvements in conditions as will enable faculty to function effectively, and to provide a forum for the open discussion of faculty grievances and student concerns involving the faculty as a whole; and

Whereas, the Faculty Senate has attempted to address the issues of workload and compensation for multiple years; and

Whereas, the Faculty Senate has been advised that the college has a committee exploring workload but no updates have been made available to the Faculty Senate in recent years,

Be it resolved that either the current administrative committee be amended to include one representative from each academic division to be recommended by the Faculty Senate or a new committee be formed for addressing faculty workload calculations and compensation protocol. In either case, the committee shall include administration and faculty recommended by Faculty Senate from each academic division.

- The goals of this committee should include clear, consistent written policies to serve as a reference and to ensure policies are applied equitably across situations.
- This committee should meet once per month during the academic year and provide updates at each Faculty Senate meeting.

Related Policies: PA-24-01 Faculty Job Description and AA-24-01 Assignment of Credit hours