

**Roane State Community College Faculty Senate
Minutes for January 28, 2022 at 2:00 PM Eastern
Harriman Campus O-101**

Attendees:

April Insko, President	Nikki Newberry, alternate
Jala Daniel, Vice President	Jillian Miller
Monica Boles, Secretary	Jimmy Miller
David Blevins, Parliamentarian	Vickie Pierce
Krysten Anderson	Abigail Schoolfield
Turner Bowling	Pamela Siergiej
Jessica Dalton-Carriger	Elizabeth Weaver
Stefanie Holmes	Cindy Ardelle, visitor
Elizabeth Kitts	Dave Rath, visitor
Elizabeth Lewis	
Teresa Lucas	

- I. Established Quorum at 2:01 PM Eastern.
- II. Approve December 3, 2021 Faculty Senate Minutes
 - A. Motion was made to approve the minutes from the December 3 meeting. The motion received a second and passed unanimously.
- III. TBR Faculty Sub-Council Update
 - A. There were no updates and the next meeting is scheduled for February.
- IV. Vice President's Report – Jala Daniel
 - A. There were no updates.
- V. President's Report
 - A. Old Business
 1. Follow through on administrative support for FS Resolutions
 - a. Faculty Workload and Compensation
 - i. This is ongoing
 - ii. April met with Cynthia Cortesio this week and has a meeting scheduled with Dr. Ward next week (week of January 31)
 2. Suggestions for Future Workgroups
 - a. Final Exam schedule – Update from Elizabeth Kitts
 - i. Elizabeth is planning a meeting for February
 3. Policy Reviews
 - a. Tenure and Promotion Policy – Update from Jessica Dalton-Carriger
 - i. There has been no update from Dr. Ward on this yet
 4. Meeting with Dr. Whaley
 - a. Notification of employees no longer employed at RSCC – update

- i. New hires on going in the communicator
 - ii. If someone retires or leaves, the administration will ask the person if they are ok with them disclosing this information
 - iii. If someone is fired, it will not be publicized
 - b. April will ask why some employees are still listed in the directory when they are no longer working at Roane State
- 5. Library Representative – Update from Elizabeth Weaver
 - a. Elizabeth will send updated constitution to Dr. Whaley and Jala Daniel
- 6. Academic Misconduct Agreement – Update from Turner Bowling
 - a. 3 forms are available online now, the 4th form is not available yet
 - b. Dr. Ward is willing to look into making it possible for students to fill the Academic misconduct agreement form out one time, instead of for each class, each semester
 - c. April asked if a quiz stating the student has read and agree to the agreement is sufficient or if we need to get a signature for this.
 - i. Turner will ask about this
 - d. Dr. Ward stated that making tweaks to the agreement are ok but can't be made once the semester has begun
- 7. Committee for document submission timeline/policy revision protocol – Update from Elizabeth Weaver
 - a. Elizabeth plans to meet on this next week (week of January 31)
- 8. Nursing Audit/Investigation – Update
 - a. April met with Cynthia and learned that the investigation will probably take until the end of the spring 2022 semester
 - b. Cynthia stated that Dr. Jenkins was not appointed for oversight in this investigation and she is not doing any of the fieldwork on this
 - c. The results of this investigation will first go to our administration. Once TBR has approved the results, there will be a final review that anyone can come to Cynthia Cortesio and gain access to

New Business

- 1. Faculty Senate Election Process
 - a. Turner Bowling is serving as the election committee chair
 - b. Team nominations will be accepted for President and Vice President during the last full week of February (February 21 - 25)
 - c. You must get permission before submitting a team for nomination
 - d. Nominees must be full-time, have served on Faculty Senate for at least 1 year and must be up for senator for the 2022-2023 academic year
- 2. April Meeting
 - a. The April Faculty Senate Meeting in Oak Ridge may be changed from April 22 to April 8 due to an active shooter drill scheduled in Oak Ridge that day
- 3. Desk spacing

- a. This question was posed - Is it possible for masking tape Xs to be placed on the floor for COVID desk spacing protocols? Desks are being moved around and spacing is being compromised.
 - b. Dr. Whaley will follow up with us on if this is a possibility
4. Late Start classes end dates
- a. This question was posed - Can the last date of late start classes can be set to the last date of finals in Momentum? Late start classes are ending in Momentum before the term is over.
 - b. Dr. Whaley is going to check on this.
5. Student completion rates
- a. This question was posed - Can we acquire statistics for student completion rates from the various course delivery methods? This could be useful in deciding on best options for course delivery.
 - b. Assistance will be provided by the math department in how best to formulate this question.
 - c. Brainstorming on this is encouraged
6. Declining enrollment
- a. This statement was made - Morale is low and enrollment is down
 - b. These questions were posed - Have we looked at our competitors like Pellissippi State?
 - c. This statement was made - TCATS have had a significant increase in enrollment
 - d. This statement was made - We need better marketing for our health science programs
7. Testing Center Proctors on Satellite campuses - only in Harriman, Oak Ridge, and Cumberland
- a. This statement was made - We used to have proctors at least 1 night per week on all satellite campuses, now proctors are only available in Harriman, Oak Ridge, and Cumberland County
 - b. This question was posed - Can we use COVID \$ to fund more proctors for the other satellite campuses?
8. Honor Lock
- a. There appears to be a problem with access to Honor Lock.
 - b. Susan Sutton is aware of this.

VI. Adjourned at 3:17 PM Eastern.