

**Roane State Community College
Faculty Senate Minutes
October 21, 2022
Oak Ridge
City Room**

Attendees

Officers

April Insko	President
Jala Daniel	Vice-President
Krystie Anderson	Secretary and Senator
David Blevins	Parliamentarian and Senator
John Brown	TBR Faculty Sub-Council Representative and Senator

Senators

Turner Bowling
Becky Fields
Valerie Herd
Karyn Goins
Gary Gravely
Melanie Hildebrandt
Jill Landenberger
Marianna Mabry
Gabriel McAteer
Deborah Miles
Jillian Miller
Dave Rath
Ted Stryk
Elizabeth Weaver
Kathryn Wibking

Alternates

Andy Anderson
Connie Blalock
Saeed Rahmanian

Adjunct Representatives

Karry Garcia
Scott Jamison

Visitors

Ashley Galloway

- I. Established Quorum at 2:01 PM ET.
- II. Guests: Scott Niermann (RSCC Foundation Office) and Jeremy Pharr (Executive Vice-President of Thompson and Associates in Nashville)
 - A. Information from Scott Niermann:
 1. Three areas the [Foundation](https://www.roanestate.edu/?5871-Roane-State-Foundation) (https://www.roanestate.edu/?5871-Roane-State-Foundation) office focuses on:
 - Strengthen community
 - Inspire excellence
 - Transform lives
 2. Services provided by the Foundation:
 - a. Endowments for students (what's provided with the Foundation's funds)
 - b. Payroll giving (how employees can contribute to the Foundation's funds)
 3. Scott distributed information to attendees: a payroll deduction form and a booklet that explains what the RSCC Foundation does.
 - B. Information from Jeremy Pharr
 - a. The company he's with, [Thompson and Associates](https://ceplan.com/) (https://ceplan.com/), is a values-based estate planning service that helps people plan for the largest financial events in their lives. He explained how we can take advantage of this opportunity to work with him.
 - b. Employment with Roane State entitles employees and staff to free counseling with Jeremy, who will be on our campus (Harriman and Oak Ridge) once a month for confidential consultations. He will also go to other campuses, if requested.
 - Spouses, children, and financial advisors are all welcome to attend these meetings.
 - Jeremy can help with will-creation and management by providing information we then take to our own attorney. He is also available to speak with our attorneys to make sure our wishes are followed.
 - Jeremy is a consultant, whose services are paid for via the Roane State Foundation, who helps employees with estate planning. (Note: Employees can certainly donate to Roane State's Foundation, but doing so is not a requirement for receiving consultation. Additionally, this service doesn't track how much money, if any, employees donate to the Foundation.)
 - To make an appointment with Jeremy, contact Scott Niermann.

III. Guest: Danny Wright, Roane State Chief of Police

- A. Has forty years of experience in law enforcement.
- B. Addressed questions regarding the incident on the Oak Ridge campus last month:
 - 1. Someone asked why RaiderAlert wasn't implemented.
 - a. Response: Because a credible threat wasn't confirmed at the time. Our police department wanted to make sure they had all the correct information before they sent out an alert.
 - 2. TBR has revised their weapons policy, which can be viewed in full [here](https://policies.tbr.edu/policies/firearms-and-other-weapons) (<https://policies.tbr.edu/policies/firearms-and-other-weapons>).
 - a. Revision: Weapons can be kept in cars, as long as the weapons are not visible.
 - 3. Roane State police now have their own radios, which allow them to communicate with one another on different campuses and with other law enforcement agencies.
 - 4. Because the case is still open, Chief Wright was limited in what he could tell us today.
 - 5. Someone asked about the use of fire alarm testing on campuses.
 - a. Response: Testing is done during and in-between classes because there would always be academic tests that the police would have to schedule their alarm testing around. Additionally, the random testing schedule simulates a realistic situation, in which people would be caught off-guard and normal activities would be interrupted.
 - 6. Contact Danny Wright with any further questions.

IV. Approve September 23, 2022 Faculty Senate Minutes

- A. Approved with unanimous votes.

V. TBR Faculty Sub-Council – Update from John Brown

- A. See Appendix A for his notes.
- B. Gen Ed Core is still in the works.
- C. OER facilitators on every campus. Who's Roane State's facilitator?

VI. Vice President's Report – Update from Jala Daniel

- A. Nothing to report today.

VII. President's Report

A. Old Business

1. Faculty Workload and Compensation – Ongoing

- a. April has asked Diane Ward to meet with her to talk about this.

2. Policy Reviews

a. Tenure and Promotion Policy

- No updates as of today's meeting.

b. BA-01-01 – General Travel

- Has not been approved yet. Is on the President's Cabinet for October 24th.

c. Remote Work Policy

- TBR is allowing colleges to do this, but it won't change the current policies that are in place. April suspects this concession will be made for staff, not faculty, as there is already a policy in place for faculty members' office hours.

3. Library Representative

a. Status of Faculty Senate Constitution – Update from Jala Daniel

- Librarians are no longer hired as faculty.
- Laura Vaughn no longer has a primary teaching role, as she's our newest Librarian at the Oak Ridge campus.

4. Academic Misconduct Agreement

a. Electronic Version - Online options

- Dr. Ward was receptive to this idea.

b. Is Quiz acceptable for signature?

- This was approved by Dr. Ward.

c. Has Vol State met yet?

- Not yet. Turner will update us again after they meet.

5. Student Completion Rates – Update from Dave Rath

a. Dave met with Jeff Tinley to discuss how to proceed with this type of data-collection endeavor.

b. Health Science classes will be left out, but they can have their own survey (if they wish to do this).

c. Someone asked if the data will be skewed based on whether instructors proctor tests or not. The data may be inaccurate if students' success isn't based on the same course experience.

- d. The goal with collecting this data is to help faculty advisors and success coaches better guide students when it comes to recommending the types of courses they should take.
6. Form E – Update
 - a. No update yet.
 7. Dr. Arthur Lee Memorial – Update from Elizabeth Weaver/Sylvia Pastor/Jessica Dalton-Carriger
 - a. Elizabeth Weaver was present today to provide an update.
 - b. The college is going to have a ceremony at 1:00 PM ET on November 4th at the Oak Ridge campus. (The tree may be planted before this, however.)
 8. Syllabus – Update from April
 - a. Scholarship Statement
 - Dr. Ward wondered about the motivation behind statements like this.
 - These types of documents don't add more protection; instead, they serve as a way to call students' attention to the importance of understanding the syllabus.
 - b. Signature Page – Update from April
 - April reached out to Scott Niermann and is currently awaiting a response on the wording.
 9. Summer Workload
 - a. Summer workload was reduced based on enrollment.
 - b. Faculty aren't required to teach during the summer, so the workload they choose to accept is a voluntary decision.
 - c. Faculty are concerned about workload because they aren't compensated for the credit hours they're teaching. For example, someone may teach a class worth six credit hours but only get paid for three credit hours.
 - d. Deans should have conversations with their faculty members if instructors are likely to experience reduced workload because of low enrollment in a course.
 - e. Several in attendance asked questions and voiced concerns about how much the college is doing in the way of promoting classes and bringing in new students.

B. New Business

1. Grade Submission; Convocation; Graduation; Form E – Updates from April
 - a. Completion/Attendance is required for all faculty.

- b. Those in attendance wondered what happens to faculty who fail to complete these job requirements.
2. Faculty Teaching Online Courses
 - a. Student complaints have revealed that faculty aren't checking their email, updating grades, or staying in touch with their students.
 - b. Deans need to meet with faculty who are exhibiting this type of behavior.
3. Fire Alarm Testing
 - a. See section III for notes regarding Police Chief Danny Wright's updates.
4. IDEA Evaluations with Team-Teaching
 - a. If a faculty member who is tenured team-teaches with a non-tenured faculty member, then both the tenured and non-tenured faculty members are evaluated. April will follow up to see what options faculty have.
5. David Blevins wanted to pass a motion (see Appendix B) to create a Faculty and Staff Relief Fund. (Note: The money to support this resource would be similar to the college's current system for the Sick Leave Bank.)
 - a. The motion was seconded.
 - b. Question: Is this a fund for faculty and staff?
 - David said the idea was inspired by a crowdfunding concept EMTs use to help each other. For example, money can go towards food, fuel, housing, and healthcare. David said that grants and institutional support are also worth pursuing in order to support this fund.
 - c. Question: Would adjuncts be covered, too?
 - Yes; we could set this up to include them, as well.
 - d. Motion was passed with unanimous approval.
 - e. Faculty volunteers from each division:
 - Becky Fields (Health Sciences)
 - Turner Bowling (Humanities)
 - Jala Daniel (Math and Science)
 - Elizabeth Weaver (Math and Science)
 - Valerie Herd (Social Science, Business, and Education)

VI. Adjourned at 3:37 PM ET.

Appendix A: John Brown's Notes from the October 21, 2022 TBR Sub-Council Meeting

Chuck Lopez (Assistant Vice Chancellor):

- New TTPs: religious studies and supply chain management

Amy Moreland (Assistant Vice Chancellor of Policy and Strategy):

- Changes to coreq learning support still being considered
- EdReady may be used for placement in coreq (along with GPA, ACT scores)
 - o Chatt State using it, others can choose to pilot it as well (strictly voluntarily)
 - o "halfway between traditional remedial program and testing"

Robert Denn (Associate Vice Chancellor):

- General Education Core
 - o "The foundation for your future"
 - o 7 core competences:
 - Global and culture awareness
 - Scientific inquiry and mathematical reasoning
 - Ethical reasoning
 - Information literacy
 - Creative and artistic expression
 - Critical thinking
 - Communication
 - o Next step: looking at distribution model
- TN Open Education:
 - o OER continues
 - o OER facilitators on each campus
 - o OER courses will be flagged in banner (students can save money)

Tachaka Hollins (Assistant Vice Chancellor):

- Ready for Industry (RFI):
 - o Kicked off in August 2022
 - o Online platform allowing for career exploration and awareness
 - Give students a glimpse into industries
 - o 9 CCs early adopters (RSCC is not one of them)

Appendix B: David Blevins' Motion to Create a Faculty and Staff Relief Fund

Motion

A motion to create a faculty and staff relief fund.

For Roane State Faculty Senate to approach, and work with RSCC leadership, to develop a relief fund for faculty and staff that is administered through the college for the purpose of providing emergency fiscal assistance in extenuating circumstances.

Motion END

Rationale: Students at the institution have been a focus of increased awareness and availability of aid due to an understanding that food and economic insecurity has a detrimental impact to the learning environment and overall outcomes. However, food and economic insecurity doesn't only affect our students and their performance. Faculty and staff may experience a similar situation that places them in an extreme position which causes the same impact on instruction or support and student outcomes and success.