Faculty Senate Minutes

Time and Date: 3:00pm – September 11, 2014 - Thursday

Senators Present:

Business & Information Technology - Craig Dawkins
Kristen Wolfe
Janelle Montgomery
Arlene Hayes

Engineering Science - Amy Hurst
Bill Wilson
Steve Fowler

Humanities - Emily Robinson
Kevin Calliendo

Social Sciences - Joe Campbell
Kim Queri

Health Sciences - Brenda Wilson
Shelley Mitchell

Adjunct- Amy Padgett-McCue

Call to Order: Amy Hurst called the meeting of September 11, 2014, to order at 3:00pm.

Approval of Minutes The April minutes were approved via email at the end of the Spring 2014 semester.

Treasurers Report: Emily Robinson reported that the balance of funds for the Faculty Senate is $5908.50.

Committee Reports:

1. Discussion and possible action related to committees.
   a. Amy gave an update on Committees that Faculty Senate is responsible for. There are three seats that need to be filled, College Salary Committee needs one more member, Faculty Evaluation Committee needs one member and Professional Development Committee needs one member
   b. Amy Hurst gave an update on Bookstore Committee. She discussed how the bookstore is looking at Connect 1 which allows the bookstore to look at enrollment and order accordingly. The second layer to Connect 1 is that when students buy their book, they would also purchase their labs and be integrated into D2L. This would be an additional cost to the college. This would involve integrating the SIS. Also they are looking at Include Ed which would result in the students paying for their texts when they pay their registration fees.
Old Business:

- No old business was discussed.

New Business:

1. Discussion and possible action related to the dates, times, and location for the 2014-2015 Faculty Senate meetings.
   - Craig Dawkins motioned that the Faculty Senate meetings be held at 2pm on the second Thursday of the month in the Fountain Room, the motion was seconded by Kevin Calliendo, and all were in favor.

2. Discussion and possible action related to the dates, times and locations for the 2014-2015 Faculty Senate meetings with Dr. Webb.
   - Craig Dawkins proposed that the meetings take place at 2pm, if Dr. Webb is available.
   - Craig Dawkins proposed that the meetings take place on the fourth Thursday of each month in the Regents Room.
   - Amy Hurst suggested the following dates: September 24th, October 23rd, December 4th, February 26th, March 26th and April 23rd.

3. Discussion and possible action related to Membership Drive for the 2014-2015 school year.
   - Craig Dawkins stated that the ten dollar fee is not to pay for the luncheon, rather it is part of the bi-laws.
   - Craig Dawkins proposed that Faculty Senate Senators create a check list and collect from their division and turn the money over to the Faculty Senate Treasurer.

4. Discussion and possible action related to the length of term for Faculty Senate President.
   - Amy Hurst proposed that the Faculty Senate President term be changed to two years. She suggested that it takes a year to get familiar with the job and warranted a change to offer some continuity.
   - Kristen Wolfe suggested that it required a change in the Bi-Laws.
   - Craig Dawkins stated that it requires an official vote and we have to come up with official language from the PNP to create a constitutional amendment.
   - The Faculty Senate discussed that the official vote could be completed at the spring luncheon.
   - Craig Dawkins made a motion to look at the PNP and come up with the language to change the consecutive years language and submit for approval at the next meeting.
   - No vote was taken, the senate will look at the language in their next meeting.

5. Discussion and possible action related to the dissolution of the Student Publications Committee.
   - Craig Dawkins motioned that the Student Publications Committee be dissolved, the motion was second by Joe Campbell and all were in favor.
6. Discussion and possible action related to the creation of Golden Apple Award Nomination Committee that would, in part, be composed of 3 faculty members with a 1yr term.
   - Kristen Wolfe motioned that we create a Golden Apple Award Nomination Committee composed of three faculty members with a one year term, the motion was second by Brenda Lomas and all were in favor.

7. Discussion and possible action related to student enrollment in online classes after the first week of class. – Craig Dawkins
   - Craig Dawkins suggested that many are in agreement that enrollment in a course after two weeks is too late.
   - Several senators were concerned that those students who register late fall too far behind and fail.
   - Kim Queri inquired, how is online different from in-class courses as far as enrolling late and failing the course? She suggested that the senate consider the one week limitation for all classes.
   - Kristen Wolfe proposed that the Faculty Senate look into the language regarding the time limitations for a student to enroll in a course.
   - Kevin Calliendo suggested that late enrollment be left to the instructor’s discretion because everyone’s classes are different.
   - Craig Dawkins proposed that late enrollment require a face to face meeting with the instructor after week one for late enrollment, send an email to Francis Hendricks and discuss with Dr. Webb.
   - Brenda Lomas motioned to send the late enrollment policy suggestions to Academic Affairs, Craig Dawkins seconded the motion and all were in favor.

8. Discussion and possible action related to the involvement of Faculty Senate with the Adopted School Initiative, which is calling for various organizations to commit to supplying a new book for each child and Willow Brook schools. – Joanne Stafford
   - Kim Queri suggested that Willow Brook prefer money over toy donations because the school likes to give equal gifts to all the children.
   - Amy Hurst proposed that senators contact faculty in their division and inform them of the initiative.
   - Kevin Calliendo offered a donation box with Honors for the initiative.
   - Amy Hurst stated that it is voluntary and no vote is needed.

Call to Adjourn: Kristen Wolfe made a motion to adjourn at 3:52. Craig Dawkins seconded the motion, and all were in favor.