Faculty Senate Minutes

Time and Date: 2:30 pm – February 5, 2014 - Wednesday

Senators Present:

Business & Information Technology -
Craig Dawkins
Kristen Wolfe
Satish Singhal

Engineering Science -
Chuang Shao

Humanities -
Emily Robinson
Sherri Mussatto

Social Sciences -
Misty Engelbrecht
James Hochtritt
Kathy Carey
Monique Bruner
Joe Campbell

Health Sciences -
Kara Hodges
Elizabeth Koldoff

Call to Order: Craig Dawkins called the meeting of February 5, 2014, to order at 2:00 p.m.

Approval of Minutes: After two minor revisions were made, the November minutes were approved.

Treasurers Report: Chuang Shao reported that the current balance is $5908.50. $975.00 was spent on the faculty association convocation luncheon.

Committee Reports:

1. Discussion and possible action related to committees.
   a. Committees List on Faculty Association internal site:
      • Craig Dawkins reported that this list is still not updated. He has been in contact with Ken
        Roper, but will elevate the matter by taking it to Dr. Hendrix.

   b. Food Services and Dining Committee:
      • Kathy Carey reported that there have been changes in Chartwell’s management, and they
        seem to be dedicated to pleasing the college with good food as well as customer service.
      • Also, the possibility of dorms being added means there will be a new discussion about meal
        cards and plans for students, faculty, and staff.
c. Campus Master Plan committee:
   - Meetings have taken place to discuss what the campus will look like in three, five, and seven years.
   - They are in the process of selecting architectural firms to plan features such as walkways, dorms, student recreational space, etc.

d. Planning Council:
   - This committee is looking at making classroom facility improvements.
   - Money for these improvements will come from a change in the fee structure. One possibility is that the technology fee will be increased for all courses. Previously the technology fee was used for software.

e. LRC Renovation committee:
   - This committee continues to look for ways to expand the LRC to make it function to its highest ability.
   - It was pointed out that the Testing Center needs to be expanded to make it possible to have all campus testing in one location versus utilizing the various facilities currently in use.

f. Assessment:
   - Quantitative reasoning assessments will be distributed by February 21st to approximately 700 students. It will take approximately fifteen minutes of class time.
   - Also in April a survey will be distributed campus-wide concerning assessment activity. Faculty and staff will be able to comment on the various assessments given such as effective written communication, educational demographics, and the student satisfaction survey. Faculty will also have input on what other areas the college should assess.

Old Business: N/A

New Business:

1. Discussion and possible action related to the Faculty Association Leadership Assessment FY2014:
   - Craig Dawkins gave the faculty senate a list of questions currently used on the Leadership Assessment and asked us to think about these questions. He emphasized that the questions are meant to assess the job and not the individual.
   - Kathy Carey asked if we had access to the actual job descriptions so we can be more accurate with this assessment. She volunteered to find out where the job descriptions are listed and how we might access them

2. Discussion and possible action related to faculty involvement in compensation policies for overload courses.
   - Dawkins expressed that faculty get very low pay for a class with low enrollment, but it takes the same amount of work to teach it. Also, faculty could be afraid to turn down a class with low enrollment due to fear of it affecting their tenure.
   - Also, what if a faculty teaches one very large class and one very small class? Should an average be used instead of penalizing the instructor for having one small class?
• Monique Bruner added that from this semester on, practicum/internships are paid by the number of students with a minimum of eight students to get the full teaching rate.

• Jim Hochtritt expressed that the policy penalizes faculty who teach required courses that students need to graduate. If the class size is low, the professor still feels the need to teach it for a reduced rate so the students can complete their degree.

• Dawkins is concerned that faculty are penalized for low enrollment but are not compensated for a higher enrollment. Satish Singhal agreed, stating the possible need for a rule about a class with particularly large enrollment.

• It takes 22-24 students in a class to be able to pay the instructor’s salary. However, it was pointed out by Ray Blanke in an email communication to Dawkins that the average costs are covered with 7.5 to 8 students in a class. Additionally, OCCC uses 8 as their minimum benchmark for classes to make. It was pointed out that the mission of the college is to teach, retain, and graduate students and to entirely rely on student tuition and fees to pay for courses is the wrong approach. According to the most recent IPEDs data, only 9% of the revenues received by Rose State College come from tuition and fees. That same IPEDs report shows that local property owners in the technical district pay 17% of the college’s revenues. So to rely on a 9% revenue stream to pay for all courses does not fit the purpose and mission of the college.

3. Discussion and possible action related to minimum and maximum size policies for course sections.
• Much of the same discussion took place on items #2 and #3, but the main conclusion was that faculty should have a voice in the making of policies.

• Kathy Carey made a motion to take these two agenda items to the meeting with Dr. Webb. Kristen Wolfe seconded the motion. Motion carried.

• Craig Dawkins encouraged all faculty senators and all professors concerned with this issue to attend the meeting with Dr. Webb on Feb. 19th at 3:00.

4. Discussion and possible action related to the Rose State College Honor Roll student program.
• Currently, students do not receive any formal recognition for being on the honor roll. After a short discussion in which everyone expressed that it would be a good idea to give students a certificate or something of that nature, Kathy Carey made a motion to take this issue to Dr. Webb. Joe Campbell seconded the motion. All were in favor.

5. Discussion and possible action related to faculty earning faculty development points for attending conferences.
• Bill Wilson submitted this agenda item. Craig Dawkins has discussed this issue with Dr. Caldwell, and there really is no budget for a faculty development initiative, although Dr. Caldwell is trying to find a way to fund it.

• Misty Engelbrecht made a motion to take this issue to Dr. Webb. Monique Bruner seconded the motion. Kristen Wolfe voted against, but the motion carried.

6. Discussion and possible action related to the semester withdraw deadline not being at the end of each semester.
• Joe Campbell and Misty Engelbrecht expressed that most area colleges have a very similar for the semester withdraw deadline.

• Misty Engelbrecht volunteered to find out the significance of this date, but the senate decided to leave this issue alone for now.

7. Discussion and possible action related to winter weather and the clearing of walkways, pathways, and the parking lots.
• An anonymous faculty member brought forth this agenda item, and Kathy Carey concurred that it is a problem.
• Kristen Wolfe made a motion to take the issue to Dr. Webb. Monique Bruner seconded the motion, and all approved.

_Jim Hochtritt made a motion to table these last three agenda items for the next meeting. Kristen Wolfe seconded the motion, and the motion carried._

8. Discussion and possible action related to the Testing Center being expanded to serve all testing not just make up and distance learning courses.
9. Discussion and possible action related to technology fees (electronic media fee of $12.00 per hour) associated with telecourse and distance learning classes. – Ken Dewey
10. Discussion and possible action related to the use of leadership students for the purpose of helping students find their classes the first two weeks of each semester. – Misty Engelbrecht

_Call to Adjourn:_

The meeting adjourned at 3:45.