

**Faculty Senate Meeting
Southwest Tennessee Community College
Faculty Lounge, Union Avenue Campus (F218)
March Minutes (approved April 18, 2002)**

A. Call to Order and Roll Call

The Senate was called to order at 3:10 P.M., March 21st.

The following Senators were present for roll call:

M. Bodayla, S. Haley, R. Land, K. Singleton, R. Whaley, R. Burkett, T. Waters, V. Armstrong, E. Adams, M. N. Cook, J. Williams, M. Vines, (and P. Nozinich)

The following Senators were absent for roll call:

G. Cox, W. Payne, G. Worthy, M. Northern, K. Rassy, K. Dunn, B. Simon, J. Aldrich, L. Cross, and T. McColgan

The following Senators submitted a proxy:

L.J. Smith (proxy to S. Haley), B. Phillips (proxy to E. Adams), B. Turner (proxy to E. Adams), S. Park (proxy to T. Waters), and B. Boswell (proxy to J. Williams)

B. Reading and Approval of Minutes

The Senate approved the February minutes as written.

C. Reports from Officers and Senate Committees

1. Senate Executive Committee –

a. Promotion and Tenure Candidate Selections: update from Bodayla

Bodayla reported that she and Williams received nominations from each of the thirteen departments and, using Promotion and Tenure Guidelines from the Constitution, randomly selected seven candidates and three alternates from the pool.

The candidates selected from the Promotion and Tenure Pool are Doug Morgan, Steve Katz, Sam Chang, Holly Enterline, Pat Keene, Marcia Hunter, and Charles Demetriou. The three alternates are Lynn Huggins, Janice Van Dyke, and David Brace.

Since these are recommendations for the Promotion and Tenure Committee, Dr. Essex will make the final selections to achieve balance. (See Promotion and Tenure Nominations attachment to these minutes.)

In addition, Bodayla pointed out that nothing is in the Senate Constitution about establishing a Promotion and Tenure Appeals Committee. She said that the Provost's office would contact the Deans for nominations for this committee should it be needed.

2. Academic Matters Committee

a. Status of Administrative Evaluation: no report

Haley said that this committee has yet to meet and consider the administrative evaluation proposal, and he is still waiting to be invited before the committee to discuss it. He said that, although Dr. Miller believes that the faculty should only evaluate department chairs, she is willing to negotiate the matter. Bodayla said that the proposal would be carried over to the April agenda as Old Business.

3. Readmission Appeals Committee – no business

4. Grade Appeals Committee

a. Status of One Grade Appeal: no report

5. Faculty Handbook Committee – no business

6. Faculty Development and Evaluation Committee

a. Minigrant Applications Recommended by FDEC: update from Robertson

The minigrant guidelines allow for three levels of funding: college-wide programs, departmental projects, and individual projects. At this time, the FDEC has recommended seven or eight individual projects and will consider perhaps two departmental projects and an individual project at the next meeting.

b. Status of Faculty Evaluation: update from Robertson

In January the FDEC reported that it would distribute a questionnaire to the faculty. The responses were due back to the committee by February 14th.

Robertson said that the committee has compiled the data from these questionnaires, and based on the results, roles were determined. At the next FDEC meeting, the committee plans to review this information with Dr. Arreola and get feedback from him. She said that during the month of April, the committee would request that department chairs meet with their faculty to determine the minimum and maximum weights. At the May FDEC meeting, the committee will determine the minimum and maximum for the college based on the responses from the departments. The committee will report this information to the faculty before the end of the semester.

Pritchard strongly objected to assigning a percentage to the use of his time, and that it was folly. After some discussion about the weights and the use of numbers, Nozinich concluded this topic of business saying that Dr. Miller prefers an evaluation system that is quantifiable, and that she did not accept past recommendations which lacked numbers.

7. Faculty Welfare Committee

a. Status of Faculty Awards: no report

In February, the Senate voted to charge the Faculty Welfare Committee with the task of establishing the Faculty Awards procedures as well as the responsibility for selecting the award recipients, including the “Autian Outstanding Faculty” recipient. Haley expressed concern that the FWC has not met to consider the matter of faculty awards, and there was some question whether or not the committee had even been charged. He also questioned the wisdom of having this committee select the recipients, saying that an outside committee is objective and fairer, and he strongly urged the Senate to reconsider its February decision. Given the lateness of the semester he requested that the SEC take responsibility for faculty awards immediately.

In response to Bodayla’s call for a motion, Haley **moved** that the SEC:

a. assume the responsibility for the Faculty Awards planning

b. meet immediately to decide a plan of action*

c. use the same guidelines as last year

d. use an outside committee to select the recipients for both the monetary award and the five non-monetary rewards

After some discussion about the awards, the motion carried without opposition.

* Secretary’s Note: After the Senate meeting, the SEC met and agreed to schedule a meeting with Dr. Miller. The following day, after further discussion, the committee decided to meet with Mr. Griffin instead since he and Mr. Kirk oversaw the process last year. A meeting was scheduled for 3:00 Monday, the 25th.

8. (ad hoc) Senate Scholarship Committee – no business

D. Unfinished Business

1. Motion for Faculty Representation on “Defining Our Future” Committees: administrative response

In the February meeting, the Senate passed a motion which recommended strong faculty representation (50-

75%) on any local "Defining Our Future" committees that address faculty issues and /or curriculum issues. Nozinich said that Dr. Essex accepted the recommendation.

At this point Nozinich reviewed the "Defining Our Future" plan from TBR that calls for state schools to meet certain goals between this fall and 2006, and she repeated the same concerns that she expressed during the February Senate meeting. She concluded her remarks by asking Senators to read the "Defining Our Future" plan. (Nozinich distributed copies of this to the Senators in November, and it may be found on the Internet using the STCC web site.)

2. "Grievance Procedure for Students:" Policy: Senate ad hoc committee recommendations
In October, an ad hoc committee consisting of Nozinich, Turner, and McColgan was established to review the proposed "Grievance Procedure for Students" and draft recommendations for Dr. Miller.

Apparently the draft has not been prepared, and this issue was not discussed.

3. "Kelly" Resolution to Administration: administrative response
The following resolution was presented to the Senate in October by Haley and Land:

The Senate feels that no student complaint should be allowed to bypass the proper procedure in place at the college. Student grievances should work their way up through the chain of command. In this particular instance, the student was allowed to initiate the complaint with the President, thus violating this procedure.

The faculty Senate voices a concern regarding a student complaint about a handout distributed by faculty member, Mike Kelly.

Furthermore, the Senate is very concerned that a faculty member was given a directive without input into the process.

When Nozinich asked Haley if he had heard anything on this resolution, he responded that the administration does not report to him and that any responses would be made to the Senate President. He said that it was his understanding that the SEC would present the resolution to the administration and not him. When Nozinich asked if he wished to table this, he replied that any time the Senate presents a motion or resolution, there should be a response. Nozinich said that she would talk to Dr. Miller about the matter.

4. Request to Take Parking Concerns to Campus CEOs: response from Griffin and Kirk
This issue was not addressed.
5. Motion to Replace Campus Clock System with Individual Quartz Clocks: administrative response
Nozinich reported that the administration has not responded to this item of business.
6. Salary Compression Issue: update from Nozinich
This matter was not discussed.
7. Senate Elections
 - a. Divisional Elections: final report from Singleton
Singleton said that 139 faculty out of 255 voted. The winners by division are the following:

Liberal Studies and Education:	Clark McKinney and Mark Moses
Business, Career Studies and Technology:	Bettie Abernathy-Phillips and Todd Blankenbeckler
Math, Science, Allied Health, and Nursing:	Gerald Foon and Lynda Miller

Everyone expressed appreciation to Singleton, Land, and Boswell for conducting the election in such an efficient manner.

b. Departmental Elections: final report from Williams

Williams reported that six of the thirteen departments were scheduled to elect departmental Senators, and all have reported election winners. The following are the new departmental Senators:

Information Tech/Graphis Arts:	Roger Schlichter
Developmental Studies:	Mickey Beloate
Fine Arts/Lang. and Lit.:	John Pritchard
Education:	Lafayette Gatewood
Social Behav. Sci./Crim. Just.:	Mary Pratt
Allied Health:	Linda Pope

c. Presidential Election: update from Bodayla

At the beginning of the Senate meeting, Senators provided Bodayla with questions or concerns they thought the Senate Presidential candidates, Nozinich and Haley, should address. She will use these to prepare a set of questions that she will give the candidates on Friday, the 22nd. She asked that both candidates send her their responses by Wednesday, the 27th, and she will email them simultaneously to the faculty organization. The Presidential election will be on April 4th and 5th. However, Bodayla said there remains a need for a live face-to-face forum between the faculty and candidates, and the Senate should keep this in mind for future elections.

As for the voting process, Bodayla requested that the Senate consider a suggestion she had made at the previous Senate meeting regarding the use of a voting program specifically designed for and purchased by the Senate. This issue is considered under E.3 in New Business.

8. Student Attendance as a Requirement to Evaluate Instructor: results of Senator's surveys

At the February Senate meeting, Land asked whether or not a student who misses a large part of the semester should have the opportunity or right to evaluate a teacher. Nozinich requested that the Senators conduct a survey in their respective departments and determine how widespread this concern is among the faculty.

Williams polled his department of 23 faculty and received eleven responses. Of those, nine said that we do not need a policy on this. On the other hand, Boswell reported that the majority in her department agreed that students who have attended sporadically should not be allowed complete faculty evaluations, but there was no consensus on how to prevent them from doing the evaluation if they are in class that day.

Land stated that, overall, the surveys did not indicate enough interest among the faculty to pursue the matter.

9. Senate Committee Membership for 2002-2003

Although Williams emailed some of the members of the Senate committees requesting information about their memberships, in most instances, no one had a firm accounting of current membership. At this time, the membership of the Faculty Development and Evaluation Committee is certain, and the members listed under the Academic Matters and Readmission Appeals Committee are probably correct. See the attached 2002-2003 Senate Roll Sheet for the most recent Senate committee membership listings.

Haley and Bodalya said that this should be the job of the next president, and that was the consensus of the Senate as well.

E. New Business

1. Strategy for Funding Remaining Salary Equity Money (70%): proposals coordinated by Haley

In February, Haley asked if Nozinich had any strategy about getting the administration to fund the remaining 70% of the equity money. She responded that the Senate has none in place and asked him and any volunteers to prepare proposals for discussion at the March meeting.

In response to that request, Haley introduced the following recommendations for consideration:

Faculty Senate Strategy for Salary Equity Funding:

- The faculty Senate should go on record as understanding the current financial crisis of the state. We further state that because of this we will not request in the current budget (2002-03) any continued funding.
- The faculty Senate expects that for this consideration at least 30% funding should be included in the 2003-04 budget.
- The Faculty Senate requests the remaining funding be considered in the 2004-05 budget.

When Bodayla asked if he wished to present this in the form of a motion, Haley **moved** that this “Faculty Senate Strategy for Salary Equity Funding” should go forth as a resolution to Dr. Miller prior to the President’s Friday meeting.* The motion passed unopposed, and Williams accepted the responsibility for sending it to Dr. Miller along with a request that she gives it to Dr. Essex before the scheduled Friday meeting.

*The following is the announcement for the Friday meeting from Dr. Essex:

There will be a called meeting involving faculty and staff on Friday, March 22, 2002 at 3:00 p.m. in the Verties Sails Gymnasium to discuss proposed budget reductions as mandated by the Tennessee Board of Regents. We would provide this opportunity to share with you the issues and challenges that we face and elicit any reactions and feedback you might wish to offer. Our report is due to the TBR office on Monday, March 25, 2002; therefore, your input is very important. Thank you for your cooperation and support. Hope to see you on Friday.

3. Minigrant Guidelines: presented to SEC in January

V. Robertson reviewed the Minigrant Guidelines that have been revised since she presented the draft to the Senate in January. She cited three levels of funding for faculty development: college-wide programs, departmental projects, and individual projects. The guidelines describe what information is required for each level when presenting a minigrant to the committee. Robertson stressed that the Faculty Development and Evaluation Committee recommends funding minigrant proposals, but Dr. Miller or Mr. Griffin approves them. Williams questioned why Dr. Miller should approve minigrant funding, since the money is under Senate oversight. To this, Nozinich said that the faculty members at the Macon Cove Campus have similar concerns and many felt there was too much administrative micromanaging. Pritchard said the acceptance of this kind of management was nothing more than “rubber-stamping,” and he cited the need for a strong Senate to get things accomplished.

In addition to the page of guidelines, Robertson reviewed the minigrant application page.

When Nozinich called for a motion, Haley **moved** to adopt the minigrant guidelines and the application sheet.

When Adams asked whether the chair or dean should approve a minigrant proposal, Robertson said that either could approve. Bodayla asked if the application process might be cumbersome, citing the necessity of having the minigrant approved by the chair or dean, committee, and provost. However, Robertson said that the committee felt that the process was adequately streamlined.

In response to Haley's question about a cutoff date for applications, Robertson said the committee did not have one this semester but would like to establish a cutoff date for each semester (about a month into the semester) to ensure that money is equitably spent. Burkett noted that for the sciences, some events are announced late in the semester, and some even take place in the summer. Robertson said the committee would be flexible and could move on proposals quickly, even by email if necessary.

In December Nozinich identified two budgets assigned to the FDEC for oversight, an operational fund of \$20,000 and the Autian fund of about \$17,500. However, Robertson said that at this time she could not determine the amount of money in the Autian Fund, and that it appears to have a zero balance. Upon learning of this, Nozinich said that she would check into the matter and request an accounting. When Bodayla suggested that the Senate do this in a non-confrontational manner, Adams remarked that it is not confrontational to ask for an explanation.

After concluding discussion on this issue, the Senate approved Haley's motion unanimously.

4. Senate Budget for and Overview of Online Voting Programs: review by Bodayla and L. Henriksen
Bodayla said that the Online Voting program that she had proposed at a previous Senate meeting would be developed specifically for Senate use, the election process would be overseen by someone who works for the Senate and independent of the school, and the program would be housed on a secure file server belonging to the program contractor. Although Bodayla asked for a vote to appropriate a one-time \$285 from the Senate budget to purchase the program, Nozinich said that the Senate would pay for it. Singleton reported some concerns that she had received about the online divisional elections, and she said that this program and an independent contractor would avoid such problems. The program requires a list of faculty by name and by email address on an Excel spreadsheet, and Singleton said that she has already prepared such a list for the divisional elections. L. Henriksen explained how the program would be developed, and she outlined a contingency plan that would allow anyone without an email address to vote online. She said that the program writer is Raymond Firth of Connectics. Each faculty member would need at least one access code that could be emailed out automatically before each election, along with other information. Henriksen explained that, although the program would be kept on the company's secure server (at a nominal fee), the Senate would own the program, and the Senate could develop or design the voting ballots for all Senate elections using a kind of "wizard" form. However, the contractor would have to receive an updated list of faculty (database) for each election. Also, the Senate may remove the program from the contractor's secure server and install it for use on an STCC server.

The Senate **moved** to contract Raymond Firth of Connectics to develop an election program at a cost of \$285 in order to conduct all future Senate elections with the understanding that the Senate owns the program.

Following the motion, several Senators (Haley, Nozinich, Adams, Singleton) asked who would be in charge of the program, who would keep the faculty list updated, who would identify problems, and who would prepare the ballots for the elections. Since the Senate Vice President is already in charge of the Senate Presidential election, most felt this should be under the purview of the Vice President. Most agreed that the biggest problem would be in keeping an accurate faculty list. To this, Singleton pointed out that J. Jenkins would continue to update the faculty list that was developed for the just-completed divisional elections. The big issue, Singleton said, is to determine who are considered faculty because some campus lists include administrators while other lists do not. In the end, the motion carried unopposed.

Henriksen stated that these school forms must be completed for the purchase:

- a. Purchase Requisition
- b. Contract for Services
- c. Routing Form
- d. Certification of Bid/Proposal/Quotation

After the contractor signs them, they will be sent to Nozinich and then routed for additional signatures.

In response to a question from Henriksen about timelines for the program, the Senate decided that since the presidential election will be on April 4th and 5th, faculty should receive their access codes by Monday the 1st (Wednesday at the latest).

5. Areas of Focus for the Faculty Senate

Because Singleton had requested the addition of this item of business to the agenda, she asked the Senate to postpone this business until the April meeting because it was getting late. She briefly explained that when her department, Information Technologies/Graphic Arts, met with Dr. Essex, he asked the department chair why some of the departmental concerns had not come through the Senate. In this instance, the main issue had to do with low enrollment because of the lack of marketing by the school. Singleton said that this was an enrollment issue and not a faculty issue, but the Senate should, nevertheless, have a clear mission about the kinds of issues it should consider. However, Haley said that the Senate could take anything on and make it a faculty issue, even if it is perceived by some as not being one. In the end, the matter was tabled until April.

6. ID Badges

Aldrich requested that the Senate consider why the administration will require the faculty and staff to wear badges. Singleton read the memo from Mr. Johnson stating that the college will require personnel to wear the ID badges, and those without them may be denied access to college facilities. Singleton asked about the purpose of this requirement since students would not be required to wear them. Cook said she understood that the ID badge requirement was not for security reasons, but rather, to allow students to identify faculty or staff who might be rude or inconsiderate to them. Singleton and other Senators asked how the administration expects to enforce the requirement. The Senate did not decide on a course of action for this matter.

F. Adjournment

The Senate moved to adjourn at 5:07 P.M. The next Senate meeting will be on April 18th at the Macon Cove Campus at 3:00 P.M. A meeting room has not been determined at this time.

STCC Senators and Senate Committees

March Roll Sheet

2001-2002 Senate

President

Pat Nozinich	pnozinich	Legal Assistant Studies	4538	
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Division Senators of Liberal Studies and Education - Five Seats.

Roll

(Developmental Studies, Education, Fine Arts/Language and Literature, Social and Behavioral Science/Criminal Justice)

Mary Ann Bodayla (2yrs)	mbodayla	Social Behav. Sci./Crim. Just.	5197	_____
Steve Haley (2yrs)	shaley	Social Behav. Sci./Crim. Just.	5081	_____
Lilliette Smith (2yrs)	ljsmith	Social Behav. Sci./Crim. Just.	4125	_____
Grace Cox (1yr)	gcox	Social Behav. Sci./Crim. Just.	4607	_____
Ross Land (1yr)	rland	Social Behav. Sci./Crim. Just.	4420	_____

Division Senators of Business, Career Studies and Technology - Five Seats.

(Accountancy/Office Adm./Career Studies, Business Adm. and Paralegal Studies, Information Tech/Graphic Arts/Geog. Info. Sys., Engineering Tech., Industrial and Environ. Tech.)

Brenda Phillips (1yr)	bkphillips	Information Tech./Graph. Arts	4220	_____
Wes Payne (2yrs)	wpayne	Business Adm. & Paralegal Stu.	4681	_____
Kathy Singleton (2yrs)	ksingleton	Information Tech., Graph. Arts	4415	_____
Gloria Worthy (1yr)	gworthy	Accountancy/ Office Adm.	4409	_____
Mike Northern (2yrs)	mnorthern	Engineering Tech.	4286	_____

Division Senators of Math, Science, Allied Health and Nursing - Four Seats.

(Nursing, Mathematics, Natural Sciences, Allied Health)

Bill Turner (2yrs)	wturner	Mathematics	6023	_____
Robert Whaley (1yr)	rwhaley	Natural Sciences	6063	_____
Khalil Rassy (1yr)	krassy	Mathematics	6022	_____
Ray Burkett (2yrs)	rburkett	Natural Sciences	5225	_____

Departments by Division:

Division: Business, Career Studies & Tech.

Departments:

- a. Accountancy, Office Admin. & Career Studies
- b. Administration & Paralegal Studies
- c. Info. Tech. & Graphic Arts Tech.
- d. Engineering Technologies
- e. Indus & Environ Technologies

Sheridan Park (2yrs)	spark	Accountancy/ Office Adm.	4682	_____
Twyla Waters (2yrs)	twaters	Business Adm. and Paralegal St.	4596	_____
Ken Dunn (1yr)	kdunn	Information Tech./Graphic Arts	4546	_____
Bill Simon (2yrs)	wsimon	Engineering Tech.	4163	_____
Vicki Armstrong (2yrs)	varmstrong	Industrial and Environ. Tech.	4293	_____

Division: Liberal Studies & Education

Departments:

- a. Developmental Studies
- b. Fine Arts, Languages, and Literature
- c. Education

d. Social & Behavioral Science/ Criminal Justice

Elaine Adams (1yr)	eadams	Developmental Studies	5522	_____
Johnnie Aldrich (1yr)	jaldrich	Fine Arts/Language and Literature	4382	_____
Mary Nell Cook (1yr)	mncook	Education.	5148	_____
Lovberta Cross (1yr)	lcross	Social Behav. Sci./Crim. Just	5735	_____

Division: Math, Sciences & Allied Health

Departments:

- a. Mathematics**
- b. Natural Sciences**
- c. Nursing**
- d. Allied Health**

Tamara McColgan (2yrs)	tmccolgan	Mathematics	5530	_____
Jim Williams (2yrs)	jiwilliams	Natural Sciences	5978	_____
Mary Vines (2yrs)	mvines	Nursing	5549	_____
Barbara Boswell (1yr)	bboswell	Allied Health	5409	_____

Faculty Senate Committees for 2001-2002

ACADEMIC MATTERS: Lynn Huggins, Ron Gephart, Clarence Christian, Janice Van Dyke, Darius Wilson, Lynn Spivey, Carolyn Brown, Linda Pope, Pam Trim;

READMISSION APPEALS: Darius Wilson, Pat Foley, Asmelash Ogbasion, Joe Carson, Kathy Germain, Brenda Phillips;

GRADE APPEALS: Louis Moses, Deborah Barton, Melvin Tuggle, Steve Black, Loretta Regan, Carol Gazik, Jody Couch;

FACULY HANDBOOK: Lydia Linebarger, Roma Magtoto, Mark Moses, Holly Enterline, Cy Pipkin, Loretta McBride, Shipharah Williams-Evans;

FACULTY DEVELOPMENT AND EVALUATION: Linda Lipinski, Georgia Whaley, Doug Morgan, Saeid Baki, Jane Santi, Vicki Robertson, Mary Pratt, Ken Dunn, Anastasia Herin, Thurston Shrader;

FACULTY WELFARE: Indiren Pillay, Fonda Fracchia, Clair Berry, Malinda Wade, John Friedlander, Cecil Coone, Patti Lechman, Robert Prytula, Dave Darnall, Yvonne Jones, Lilliette Smith, Loretta McBride, Dwight Campbell, Tamara McColgan, Deborah Haseltine

The following faculty members have been recommended to Captain Brown for the PARKING Committee: Kathleen Baker, Lois Washington, Tami Murphy, and Bill Weppner.

STCC Senators and Senate Committees

April Roll Sheet

2002-2003 Senate

President: Steve Haley shaley 5635

Division Senators of Liberal Studies and Education - Five Seats.

Roll

(Developmental Studies, Education, Fine Arts/Language and Literature, Social and Behavioral Science/Criminal Justice)

Mary Ann Bodayla (1yr)	mbodayla	Social Behav. Sci./Crim. Just.	5197	_____
_____ (1yr)	_____	_____	_____	_____
Lilliette Smith (1yr)	ljsmith	Social Behav. Sci./Crim. Just.	4125	_____
Clark McKinney(2yrs)	cmckinney	Social Behav. Sci./Crim. Just.	5474	_____
Mark Moses(2yrs)	mmoses	Developmental Studies	4434	_____

Division Senators of Business, Career Studies and Technology - Five Seats.

(Accountancy/Office Adm./Career Studies, Business Adm. and Paralegal Studies, Information Tech/Graphic Arts/Geog. Info. Sys., Engineering Tech., Industrial and Environ. Tech.)

Wes Payne (1yr)	wpayne	Business Adm. & Paralegal Stu.	4681	_____
Kathy Singleton (1yr)	ksingleton	Information Tech., Graph. Arts	4415	_____
Mike Northern (1yr)	mnorthern	Engineering Tech.	4286	_____
Bettie Abernathy-Phillips (2yrs)	baphillips	Business Adm. & Paralegal Stu	4691	_____
Todd Blankenbeckler (2yrs)	tblankenbeck	Information Tech., Graph. Arts	4677	_____

Division Senators of Math, Science, Allied Health and Nursing - Four Seats.

(Nursing, Mathematics, Natural Sciences, Allied Health)

Bill Turner (1yr)	wturner	Mathematics	6023	_____
Ray Burkett (1yr)	rburkett	Natural Sciences	5225	_____
Gerald Foon (2yrs)	gfoon	Allied Health	5412	_____
Lynda Miller (2yrs)	lmiller	Natural Sciences	4447	_____

Departments by Division:

Division: Business, Career Studies & Tech.

Departments:

- a. Accountancy, Office Admin. & Career Studies
- b. Administration & Paralegal Studies
- c. Info. Tech. & Graphic Arts Tech.
- d. Engineering Technologies
- e. Indus & Environ Technologies

Sheridan Park (1yr)	spark	Accountancy/ Office Adm.	4682	_____
Twyla Waters (1yr)	twaters	Business Adm. and Paralegal St.	4596	_____
Roger Schlichter(2yr)	rschlichter	Information Tech./Graphic Arts	4144	_____
Bill Simon (1yr)	wsimon	Engineering Tech.	4163	_____
Vicki Armstrong (1yr)	varmstrong	Industrial and Environ. Tech.	4293	_____

Division: Liberal Studies & Education

Departments:

- a. Developmental Studies
- b. Fine Arts, Languages, and Literature
- c. Education
- d. Social & Behavioral Science/ Criminal Justice

Mickey Beloate (2yr)	mbeloate	Developmental Studies	6015	_____
John Pritchard (2yr)	jpritchard	Fine Arts/Language and Literature	5645	_____
Lafayette Gatewood (2yr)	lgatewood	Education.	5147	_____
Mary Pratt (2yr)	mpratt	Social Behav. Sci./Crim. Just	6056	_____

Division: Math, Sciences & Allied Health

Departments:

- a. Mathematics**
- b. Natural Sciences**
- c. Nursing**
- d. Allied Health**

Tamara McColgan (1yr)	tmccolgan	Mathematics	5530	_____
Jim Williams (1yr)	jiwilliams	Natural Sciences	5978	_____
Mary Vines (1yr)	mvines	Nursing	5549	_____
Linda Pope (2yr)	lpope	Allied Health	5056	_____

* **Senators are exempt from serving on other standing committees.**

Faculty Senate Committees for 2002-2003

ACADEMIC MATTERS: Lynn Huggins, Ron Gephart (**Chair**), Clarence Christian, Janice Van Dyke, Darius Wilson, Lynn Spivey, Carolyn Brown, Linda Pope, Pam Trim; (March 2002)

* Linda Pope has asked to be removed from this committee because she is a Senator.

* Darius Wilson is serving on Academic Matters and Readmission Appeals.

READMISSION APPEALS: Darius Wilson, Pat Foley, Asmelash Ogbasion, Joe Carson (**Assist. Chair**), Kathy Germain (**Chair**), Brenda Phillips; (March 2002)

* Darius Wilson is serving on Academic Matters and Readmission Appeals.

GRADE APPEALS: Louis Moses, Deborah Barton, Melvin Tuggle, Steve Black, Loretta Regan, Carol Gazik, Jody Couch;

* Steve Black has requested to be removed from this committee.

FACULY HANDBOOK: Lydia Linebarger, Roma Magtoto, Mark Moses, Holly Enterline, Cy Pipkin, Loretta McBride, Shipharah Williams-Evans;

* Loretta McBride is serving on Faculty Handbook and Faculty Welfare.

FACULTY DEVELOPMENT AND EVALUATION: Linda Lipinski (**Assist. Chair**), Georgia Whaley, Saeid Baki, Jane Santi, Vicki Robertson (**Chair**), Mary Pratt, Thurston Shrader, Mary Ann Bodayla, Janice Van Dyke, Donna Toole; (March 2002)

* M. A. Bodayla has requested to be removed from this committee because she is a Senator.

FACULTY WELFARE: Indiren Pillay, Fonda Fracchia, Clair Berry, Malinda Wade, John Friedlander, Cecil Coone, Patti Lechman, Robert Prytula, Dave Darnall, Yvonne Jones, Lilliette Smith, Loretta McBride, Dwight Campbell, Tamara McColgan, Deborah Haseltine (**Chair**);

* L. Smith has requested to be removed from this committee because she is a Senator.

* Loretta McBride is serving on Faculty Handbook and Faculty Welfare.

Promotion and Tenure Nominations

Division of Liberal Studies and Education

Developmental Studies	Janice Van Dyke
Education	Nancy Jones
Fine Arts/Language and Literature	Steve Katz
Social and Behavioral Science/Criminal Justice	Marcia Hunter

Division of Business, Career Studies and Technology

Accountancy, Office Adm., and Career Studies	Doug Morgan
Business Adm. and Paralegal Studies	Holly Enterfield
Information Tech., Graphic Arts and Geog. Info. Sys.	Lynn Huggins
Engineering Technologies	Harry Nichols
Industrial and Environmental Technologies	no one eligible

Division of Math, Science, Allied Health and Nursing

Nursing	Pat Keene
Mathematics	Charles Demetriou
Natural Sciences	Sam Chang
Allied Health	David Brace

PT Guidelines:

Promotion and Tenure Committee: This committee shall consist of seven tenured faculty members. The Faculty Senate's role in the determination of the composition of the committee is as follows: Each academic department will submit to the President of the Faculty Senate the name of a tenured faculty member to serve in the pool for the selection of the seven member committee. This person must hold tenure at the College, should be elected by the department and cannot be a candidate nor related to a candidate for promotion and/or tenure during that year. No department head or division dean is eligible for membership on this committee. At a regular session of the Faculty Senate, the President of the Faculty Senate will determine by random selection from the pool submitted by the departments, the names of seven voting members and three alternates to serve as the Promotion and Tenure Committee. Each of the academic divisions will have a minimum of one representative and one alternate. The pool of names will, therefore, be divided into three categories with each consisting of the names of its departmental representatives. The President of the Faculty Senate will first draw one name from each category to insure there is one representative per academic division. Second, one drawing from each category will determine the alternates selected. Finally, the President will draw four additional names from the remainder to complete the committee of seven voting members. The President of the Senate will submit the names to the Provost for certification and notification of the membership of the Promotion and Tenure Committee. It is understood that the Senate may recommend candidates for membership by random selection in a drawing with the provision that the President of the College selects from the Faculty to achieve balance. Immediate notification of change in the composition of the Committee should be given to the Senate in writing.

Candidates Randomly Selected from Pool

The SEVEN nominees selected for the Promotion and Tenure Committee are the following:

1. Doug Morgan 2. Steve Katz 3. Sam Chang (these three from first round drawing)

4. Holly Enterline 5. Pat Keene 6. Marcia Hunter 7. Charles Demetriou (these four from the remaining pool)

The THREE alternates for the Promotion and Tenure Committee are the following:

1. Lynn Huggins 2. Janice Van Dyke 3. David Brace (these three from the second round drawing)