

**Faculty Senate Meeting  
Southwest Tennessee Community College  
Union Avenue Campus, Faculty Lounge (F218)  
May 6, 2003 Minutes**

A. Call to Order and Roll Call

The Senate was called to order at 3:00 P.M., May 6.

The following Senators were present for roll call:

M. Bodayla, C. McKinney, J. Redmond, L. Miller, S. Park, C. Crabtree, R. Schlichter, M. Cutler, M. Beloate, J. Pritchard, L. Gatewood, M. Pratt, B. Drake, L. Regan, L. Pope (and S. Haley).

The following Senators were absent for roll call:

L. Smith, M. Moses, G. Spencer, D. Railston, B. Abernathy-Phillips, D. Brace, and C. Wagner

The following Senator submitted a proxy:

D. Branch proxy to S. Park, T. Blankenbeckler proxy to J. Redmond, B. Turner proxy to S. Park, G. Foon proxy to L. Pope, T. McColgan proxy to S. Park

B. Reading and Approval of Minutes

The Senate approved the April 29 minutes as read.

C. Reports from Senate Officers and Senate Committees

1. Curriculum Committee (C. McKinney)

C. McKinney provided the Senators with a list of courses discussed at the curriculum committee meeting. Courses recommended for termination included MGMT 2030, MRCH 1470, MRCH 1700, MRCH 2010, MRCH 2700, MRCH 2720, ENGL 2150, AND ENGL 2420. Recommended for provisional approval were ITEC 2341, MUS 1610, PHED 1580, AND PHED 1585.

2. S. Haley asked all Senators to remind their department members to sign up for one of the committees.

D. Unfinished Business

1. Status of Concerns About Middle College High School

Senators reported the results of the poll of department members with regard to the resolution calling for the removal of MCHS. 111 were in favor of the resolution, 6 against, and 11 unsure. The Senate voted unanimously to approve the resolution. S. Haley stressed that faculty members need to file a formal incident report for every incident.

2. Status of Cell-Phone Motion

S. Haley reported that Dr. Miller would like a stronger statement on cell phone usage from the Senate. The Senate took no further action on this issue.

3. Status of Constitution

S. Haley reported that Dr. Essex was adamant that the second paragraph under Article II of the constitution on page 1 state President or designee and that on page 6 in Article XIV the word "approval" be used rather than concurrence. J. Pritchard moved that the Senate keep the current changes of President or designee on page 1 and concurrence on p. 6. The motion was seconded but failed. L. Pope moved that the Senate accept the changes to President or designee and approval rather than concurrence. The motion was seconded and passed. M. Pratt moved that the Senate approve the constitution as changed. The motion was seconded. Motion passed. The faculty will vote on the constitution in the fall using the electronic voting system.

4. Status of Evaluation of Department Heads and Department Head Training

S. Haley reported that evaluation of department head will begin in the fall. It is being organized now. Department heads will be trained in an attempt to equalize the rating system of faculty evaluations.

5. Status of Engineering Faculty  
Haley said that the Provost is going to go to the Engineering faculty with a proposal with regard to tenure track positions.
6. Status of Faculty Evaluation Instrument  
M. Pratt stated that in the fall department meetings everyone should take a hard look at the percentages the department has set to see if they need to be changed. Concern was expressed about the limit on points for serving on committees. Senators should email M. Pratt with any other concerns within a few days.
7. Status of 12-Month Contract Study  
The subcommittee is in the process of developing a survey of all 12-month contract people to see what effect any type of incentive or inducement would have with regard to retirement or moving to a 9-month contract. The situation is being complicated by the two lawsuits which have been filed with regard to this issue.

E. New Business

1. Admissions and Records

Teresa Jones and a group from the Admissions and Records office attended the Senate meeting to discuss strategies for improving services. She stated that they are having a particular problem with students who continue to attend classes after they have been purged and expect to earn a grade for the class. Students should not be allowed to attend class after they have been purged and should have a form from the Admissions and Records office to show they have been reinstated.

The issue of delays in analyzing transcripts was discussed. Ms. Jones stated that they are trying for a 48-hour window, but this is not always possible.

F. Adjournment

The Senate moved to adjourn at 4:50 P.M. The next Senate meeting will probably be the first week in September although no date was set at this time. The Senate will not meet over the summer unless it becomes necessary.

## Southwest Senators and Senate Committees

### September Roll Sheet

#### 2003-2004 Senate

President: Steve Haley                      shaley    5635

#### Division Senators:

##### 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_____
Doug Branch (2yrs)	dbranch	Fine Arts/Lang. and Lit.	4483_____
Lilliette Smith (2yrs)	ljsmith	Social Behav. Sci./Crim. Just.	4125_____
Clark McKinney (1yr)	cmckinney	Social Behav. Sci./Crim. Just.	4574_____
Mark Moses (1yr)	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, Engineering Tech., Industrial and Environ. Tech.)

Jerry Redmond (2yrs)	jredmond	Information Tech., Graph. Arts.	4410_____
Gary Spencer (2yrs)	gspencer	Engineering Tech.	4404_____
Dale Railston (2yrs)	drailston	Indus & Environ Technologies	4152_____

Bettie Abernathy-Phillips (1yr)	baphillips	Business Adm. & Paralegal Stu	4691_____
Todd Blankenbeckler (1yr)	tblankenbeck	Information Tech., Graph. Arts	4677_____

**Division Senators of Math, Natural Sciences, & Health Sciences - Four Seats.**

(Nursing, Mathematics, Natural Sciences, Allied Health)

Bill Turner (2yr)	wturner	Mathematics	6023_____
David Brace (2yr)	dbrace	Allied Health	5405_____
Gerald Foon (1yr)	gfoon	Allied Health	5412_____
Lynda Miller (1yr)	lmiller	Natural Sciences	4447_____

**Department Senators:**

**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 (2yr)	spark	Accountancy/ Office Adm.	4682_____
Cristy Crabtree (2yr)	ccrabtree	Business Adm. and Paralegal St.	4668_____
Roger Schlichter(1r)	rschlichter	Information Tech./Graphic Arts	4144_____
Max Cutler (2yr)	mcutler	Engineering Tech.	4166_____
Carl Wagner (2yr)	cwagner	Industrial and Environ. Tech.	4160_____

**Division: Liberal Studies & Education**

**Departments:**

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

Mickey Beloate (1yr)	mbeloat	Developmental Studies	6015_____
John Pritchard (1yr)	jpritchard	Fine Arts/Language and Literature	5645_____
Lafayette Gatewood (1yr)	lgatewood	Education.	5147_____
Mary Pratt (1yr)	mpratt	Social Behav. Sci./Crim. Just	6056_____

**Division: Math, Natural Sciences & Health Sciences**

**Departments:**

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

Tamara McColgan (2yr)	tmccolgan	Mathematics	5530_____
Bob Drake(2yr)	bdrake	Natural Sciences	4501_____
Loretta Regan (2yr)	lregan	Nursing	5447_____
Linda Pope (1yr)	lpope	Allied Health	5056_____

- Senators are exempt from serving on other standing committees.

## **Membership of Faculty Senate Committees for 2003-2004**

**ACADEMIC MATTERS:** Sarah Dunn, Carl Swoboda, Patsy Fancher, Ron Gephart, Leslie Peebles, Sarah Warrington, Clarence Christian, Lillie M. Jackson, Pat Keene

**GRADE APPEALS:** Sandy Shaw (**Chair**), Mary Vines, Virginia Melvin, Steve Katz, Sharron Smith, Larry Butts, Dewey Syker, Karen Webb (**alternate**).

**FACULTY HANDBOOK:** to be appointed;

**FACULTY DEVELOPMENT AND EVALUATION:** Linda Lipinski (**Assist. Chair**), Georgia Whaley, Darius Wilson, Jane Santi, Vicki Robertson (**Chair**), Mary Pratt, Thurston Shrader, Janice Van Dyke, Donna Toole, Kathy Singleton, Evelyn Little;

**FACULTY WELFARE:** to be appointed;

**(AD HOC) SENATE SCHOLARSHIP COMMITTEE :** to be appointed;

**ELECTION COMMITTEE:** to be appointed;

**The following are College Standing Committees with specific Senate Relationships: (See Constitution.)**

**CURRICULUM COMMITTEE:** liaison to be appointed;

**PROMOTION AND TENURE COMMITTEE:** to be appointed during the fall;

**READMISSION APPEALS:** to be appointed;