

Faculty Senate Meeting
Southwest Tennessee Community College
December 6, 2005
Faculty Lounge, Union Campus, 3 p.m.

December 6, 2005

A. Call to Order and Roll Call

The meeting was called to order at 3:00 p.m. on December 6, 2005 by S. Haley.

The following Senators were present for roll call:

S. Haley, M. Bodayla, L. Smith, V. Gray, J. Redmond, G. Spencer, S. Dunn, L. Smart, B. Turner, D. Smith, L. Pope, L. Peeples, R. Schlichter, C. Wagner, M. Beloate, J. Pritchard, C. McKinney, T. McColgan, B. Drake, L. Regan, D. Boland.

The following Senators submitted proxies:

D. Branch, R. Magtoto, C. Vineyard, L. Jones

The following Senators were absent:

V. Cook, J. Steward, T. Campbell

B. Reading and Approval of Minutes

The minutes of the November meeting were approved as written.

C. Reports from Senate Officers and Senate Committees

1. Senate Executive Committee – No Report.

2. Academic Matters Committee (Dunn)

S. Dunn reported that the committee met last week. There seems to be three issues that the committee is concerned about.

a. Discipline – If an instructor has a problem with a student in class, what resources are available? S. Haley will follow up on this issue and ask Phoenix Worthy about the procedures for discipline.

b. Merit Pay

c. Incomplete Grades – Does the school notify the students of “I” grades?

These issues will be addressed in the next meetings.

3. Grade Appeals Committee (Vineyard)

S. Haley reported that the Grade Appeals Committee has acted on 2 of the 3 current appeals.

4. Faculty Handbook Committee (Gray)

V. Gray reported that the Faculty Handbook Committee met in October and would like to make two recommendations for the Handbook.

a. The addition of the IDEA instrument for the faculty evaluation possibly in the Appendix.

b. Addition of the job description of Dr. Carol Tosh, Vice President of Student Services and Enrollment Management, in the section entitled “Summary of Duties and Responsibilities of the Central Administration” section.

The new and returning faculty will continue to review the Handbook and meet again in the spring to make additional suggestions.

5. Faculty Development and Evaluation Committee (Waters)
No report
6. Faculty Welfare Committee (Berry)
No report was given. S. Haley indicated we need an update from C. Berry on the Promotion & Tenure issue sent to the committee.
7. Senate Scholarship Committee (Smith)
L. Smith reported that a reception was held in November for scholarship recipients.

The following are College Standing Committees with specific Senate relationships:

8. Curriculum Committee (Boswell)
B. Boswell submitted minutes from the October Curriculum meeting. In October the committee met and approved inactivation of the Fire Science program and creation of a technical certificate in Electronics Technology. The next meeting is December 6th.
9. Promotion and Tenure Committee
No report.
10. Readmission Appeals Committee
No report.

D. Unfinished Business

1. Faculty Web Site – J. Redmond
J. Redmond stated that faculty have a section on the *Scoop* to be used for faculty news. Information regarding faculty can be forwarded to J. Redmond to be included in the *Scoop*.
2. Marketing – J. Redmond
J. Redmond reported that we are waiting to see the status of the marketing strategy and the replacement for Elisa Marus before proceeding.
3. Update on Senior Faculty Committee – Report from Ed Reid
E. Reid presented the committee's recommendation. The committee appointed by the Faculty Senate consisted of faculty from both Macon and Union who had 25 – 35 years of service. The committee did notice some issues:
 - With the recent salary equity, retirement will be affected if you retire prior to the next four years.
 - There are internal inconsistencies that were not addressed probably due to longevity, 12 month salaries and compounding effects.
 The committee sees the problems but really can't see a solution. The committee recommended that this issue be tabled by the Faculty Senate. If a door opens on discussion of this issue with Administration, it should be pursued by the Faculty Senate President. The report and recommendation was accepted with one "No" vote. Various issues and concerns were discussed.
4. Evaluation Tool for Department Heads – S. Haley
S. Haley indicated that we are currently waiting on information from Paul Thomas before proceeding. This issue was also reported on in the November minutes.
5. Overload Pay – President's Response – S. Haley

TBR's President's Sub Council did accept the recommendation sent forward by the regarding overload pay. The statement will be changed to a *must* statement. This will possibly occur in 06F.

6. Follett Bookstore Issues – S. Haley
Dr. Dhinghra has not responded to our request for information at this time. S. Haley will pursue this issue.
7. Virus Protection Programs – Any Update – S. Dunn
S. Dunn reported that she asked IT to open sites which were not accessible to the Marketing department. This has been done.

S. Dunn will check on the spam program which has some problems and report back to the Faculty Senate.

8. Travel Requests – L. Smith
No report

D. New Business

The following issues were raised by Senators.

1. Parking
Nat Parker is negotiating with UT for a new parking lot across from the Building E. More information will be available soon.
2. Spring Calendar
One division has received notification to return to school on January 3rd. S. Haley recommended that the division faculty take up this issue within the division. L. Smart moved that all tenured Senators from the division affected request a meeting with the chair of the Division to discuss issues of irregularity of the scheduled return to school in January. The motion passed. S. Haley will take this issue to Dr. Miller immediately. J. Redmond will request the appointment and get Senators together for the meeting.
3. Dance Works
J. Pritchard brought up the letter to the editor regarding the recent negative publicity regarding the Dance Work Program. J. Pritchard moved "In light of Karen Sissoff's excellent work in the past 18 years at STCC, the Faculty Senate would like to go on record opposing the public being asked to call the President's office to request she be fired." The motion failed with 3 yes votes, 7 no votes and the remaining abstains.
4. Zero Based Budget Committee
L. Smart will represent us on this committee.
5. New Campus
L. Smith stated that Divisions Chairs and Department Heads have been asked to supply wish lists for the new campus.
6. Copiers
This issue has not been resolved at the Macon campus. S. Haley will follow up to see what is being done. If you have a problem with a copier, send K. Nippert an email regarding the problem.
7. Faculty Responsibility When Student is Hurt

A question was raised about faculty responsibility for a student who has been injured on campus? What procedure should be followed? S. Haley will take this to Dr. Miller.

8. Merit Pay

T. McColgan reported that the committee is currently awaiting information from Paul Thomas before proceeding. The committee wanted to know why Phase II had not been addressed before addressing Phase III of the merit plan? P. Thomas stated that Phase II will be done by him using Peer institutions and implemented before Phase III is started.

The meeting was adjourned at 4:30 p.m.

2005-2006 Senate

President: Steve Haley shaley 5635 __x__

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__x__
Doug Branch (2yrs)	dbranch	Fine Arts/Lang. and Lit.	4483_Proxy__
Lilliette Smith (2yrs)	ljsmith	Social Behav. Sci./Crim. Just.	4125__x__
Vava Cook (1yr)	vcook	Education	4648_ab__
Victoria Gray (1yr)	vgray	Social Behav. Sci./Crim. Just.	4678__x__

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__x__
Gary Spencer (2yrs)	gspencer	Engineering Tech.	4404 __x__
Jeffrey Steward (2yrs)	jstewart	Indus & Environ Technologies	4665__ab__
Sarah Dunn (1yr)	sdunn	Information Tech., Programming	4152__x__
Lee Smart (1yr)	lsmart	Accountancy/ Office Adm.	6025__x__

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

(Nursing, Mathematics, Natural Sciences, Allied Health)

Bill Turner (2yrs)	wturner	Mathematics	6023__x__
Doug Smith (1yr)	dsmith	Natural Sciences	4128__x__
Linda Pope (1yr)	lpope	Allied Health	5056__x__
Roma Magtoto (2yrs)	rmagtoto	Nursing	5435__Proxy__

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**

Leslie Peeples (2yrs)	lpeeples	Accountancy/ Office Adm.	4006_x____
Christy Vineyard (2yrs)	ccrabtree	Business Adm. and Paralegal St.	4668 Proxy_
Roger Schlichter (1yr)	rschlichter	Information Tech./Graphic Arts	4144_x____
Lisa Jones (2yrs)	lgjones	Engineering Tech.	4983_Proxy_
Carl Wagner (2yrs)	cwagner	Industrial and Environ. Tech.	4160_x____

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)	mbeloate	Developmental Studies	6015_x____
John Pritchard (1yr)	jpritchard	Fine Arts/Language and Literature	5645_x____
Toni Campbell (1yr)	tcampbell	Education.	5353_ab____
Clark McKinney (1yr)	cmckinney	Social Behav. Sci./Crim. Just	4574_x____

Division: Math, Natural Sciences & Health Sciences

Departments:

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

Tamara McColgan (2yrs)	tmccolgan	Mathematics	5530_x____
Bob Drake (1yr)	bdrake	Natural Sciences	4501_x____
Loretta Regan (2yrs)	lregan	Nursing	5447_x____
Delores Boland (1yr)	dboland	Allied Health	5542_x____

- Senators are exempt from serving on other standing committees.

Faculty Senate Committees 2005-2006

Faculty Welfare – Clair Berry (Chair), John Brassel, Kun-San Chang, Lisa Coleman, Vava Cook, Julie Dockery, Sara Dunn, Carol Gazik, Megan Murphy, Bridgett Smith, Rita Springer, Donald Thomas, Lois Washington, Clemetee Whaley, Robert Whaley.

Academic Matters – Sara Dunn (Chair), Clarence Christian, Patsy Fancher, Ron Gephart, Lillie M. Jackson, Pat Keene, Leslie Peeples, Carl Swoboda, Sarah Warrington, Tabitha Hughes.

Faculty Handbook Committee – Victoria Gray (Chair), Delores Boland, James Foley, Tracy Freeman, Victoria Gray, Joan Mackechnie, Phyllis Porter, Tracy L. Rusco.

Grade Appeals – Christy Vineyard (Chair), Larry Butts, Steve Katz, Virginia Melvin, Dewey Sykes, Christy Vineyard, Karen Webb.

Faculty Development and Evaluation – Twyla Waters (Chair), Mathilda Doorley, Evelyn Little, Ross Land, Loretta Regan, Vicki Robertson, Donna Toole, Janice Van Dyke, Georgia Whaley, Jason Whitt, Darius Wilson.

Election Committee – Lilliette Smith (Chair)

Senate Scholarship Committee – Lilliette Smith (Chair)

Ad Hoc Merit Pay Committee – Tamara McColgan (Chair), Clair Berry, Shirley Brown, Ray Burkett, Amy Cox, Grace Cox, Lillie Jackson, Liz Lawrence, Lillie Lewis, Loretta McBride, Vicki Robertson, Dagny Wright, Clementee Whaley.

Faculty Awards Committee – Lee Smart (Chair), Sara Dunn, Leslie Peeples.