

**Faculty Senate Meeting
Southwest Tennessee Community College
Faculty Lounge Union Campus 3 p.m.**

Minutes

May 3, 2005

A. Call to Order and Roll Call

The meeting was called to order at 3:00 p.m. on May 3rd, by S. Haley.

The following Senators were present for roll call:

S. Haley, M. Bodayla, D. Branch, L. Smith, V. Cook, V. Gray, J. Redmond, G. Spencer, J. Steward, L. Smart, B. Turner, D. Smith, L. Pope, L. Peebles, C. Vineyard, L. Jones, C. Wagner, M. Beloate, J. Pritchard, T. Campbell, C. McKinney, B. Drake, L. Regan.

The following Senators were absent:

R. Magtoto, D. Boland

The following Senators submitted proxies:

S. Dunn, R. Schlichter, T. McColgan

B. Reading and Approval of Minutes

L. Smart moved that the minutes of the April meeting be approved as written. G. Spencer seconded the motion which passed.

C. Reports from Senate Officers and Senate Committees

1. Senate Executive Committee

- a. Senate Committee Liaison - No report
- b. Curriculum Committee Liaison (McKinney) – No report
- c. Scholarship Committee Liaison (Smith) – No report

2. Academic Matters Committee (Dunn) – No report

3. Grade Appeals Committee (Shaw) – No report

4. Faculty Handbook Committee (D. Smith) – No report

5. Faculty Development and Evaluation Committee (Singleton)

S. Haley reported that there is a meeting May 4th with Deans, Department Heads and the Faculty Development and Evaluation Committee regarding the evaluation system. The Senate's tool designed to evaluate Department Heads is still being reviewed. Dr. Essex feels that Human Resources should be included in the use of this tool. The Senate will be updated on any progress after this meeting.

6. Faculty Welfare Committee (C. Berry) – No report.

7. Senate Scholarship Committee

L. Smith reported that we have six students who are eligible for the senate scholarship for next year. L. Smith, D. Branch and S. Dunn will meet and review the applicants. Two students will be selected based on the criteria stated to receive the scholarship for 2005-2006.

8. Ombudsman – (McKinney)

C. McKinney reported that he has been congratulated on being appointed to this position by several faculty members. Most comments indicated that creating this position was a positive step for the Senate. He is currently looking into several issues.

The following are College Standing Committees with specific Senate Relationships:

9. Curriculum Committee - No report

10. Promotion and Tenure Committee – No report

11. Readmission Appeals Committee – No report

D. Unfinished Business:

None

E. New Business

1. Update from SEC meeting with Dr. Essex, Dr. Miller and Dr. Dhingra – S. Haley

a. Summer School

S. Haley reported that summer school does look better but no commitment to two classes for each faculty has been made by the administration. S. Haley asked the Senate how we feel about the 12 month faculty positions that Southwest Tennessee Community College has. This might be an issue that the Senate will need to address.

b. Marketing issues

J. Redmond reported that he met with Dr. Essex, Ted Along, Karen Nippert, and Elisa Marus and presented the marketing plan designed by the Computer Technologies area to help recruit students. After discussion, it was agreed that the marketing plan would move forward. Computer Technology has now been split into two areas. Information Technologies will be housed under Jeremy Burnett and Graphic Arts will be housed under Mike Stephens.

c. Copier breakdown, equipment

Comments from Senators indicated that there seems to be less problem with copier breakdown etc. S. Haley asked Senators to keep the Senate posted on this problem.

d. VP Search

L. Smith reported that three candidates for Vice President were submitted to the President. One of the three candidates has taken another position. No decision has been announced yet.

e. Promotion/Tenure Appeal

The SEC met with Dr. Essex, Dr. Miller and Dr. Dhingra to discuss Roger Schlichter's appeal for tenure. The SEC was concerned that proper notification of issues such as low producing status of the program had not been relayed to Roger. The President indicated he would review this denied tenure. It is the understanding of the SEC that this has been done and Roger's tenure has been denied.

f. Social Security Numbers

Dr. Dhingra stated that by next fall, we would not be using student social security numbers to identify students.

2. TBR Sub Council Report – S. Haley

a. Legislative Bills

S. Haley reported that the two bills discussed by the Senate recently have not been passed by the legislature. The bill which wanted to suspend the development of new on line course is still in committee, but TBR is trying to work out issues with the sponsors of the bill. The other bill regarding student rights has not made any progress in the legislature and will probably die in committee.

b. Presidential Bonus

The Chancellor told the Presidents that if they could find the money in the budget, they could give themselves a 10% bonus following criteria specified by TBR. This is because the salaries of the state Presidents are much lower than their counter parts. At this point TBR doesn't feel anyone is taking advantage of this.

c. Honorary Degrees

S. Haley will check into how honorary degrees are being awarded at Southwest Tennessee Community College. TBR is concerned that too many of these degrees are being awarded.

d. Common Calendar

TBR will create a task force to look at this issue. D. Smith brought up the issue of having classes which meet different day and lab times as being a major problem with this issue.

e. Leave

TBR is looking at how we are docked when we take leave. There seems to be some discrepancies with this process. S. Haley will look into how Southwest Tennessee Community College is doing this.

3. Merit Pay

L. Smith reported for T. McColgan that the minutes of the Merit Pay Committee are on the Faculty Senate web site for everyone to see how the committee is progressing. Currently the committee is working to put together facts and information. The committee stressed the need to go ahead and look at Phase II of the salary equity study where disciplines are compared so that this issue can be addressed as soon as possible.

4. Dr. Miller

a. Promotion and Tenure

All faculty are given the policy regarding Promotion and Tenure. It is the responsibility of the faculty to read and understand the policy. When a faculty is tenured, the institution is saying to TBR that we are able to offer the individual a full load. If enrollment is declining, the full load is hard to meet. The fact that enrollment was declining in Roger's area was not new news. Dr. Miller emphatically stated that Roger's tenure was denied based on declining enrollment not due to his performance. Dr. Miller stated that maybe there was a conflict in whether or not Roger was told not to apply this year, or wait, but the policy clearly states reasons for tenure not being awarded. J. Pritchard eloquently and persuasively asked Dr. Miller to retain Roger. When asked if there are other positions open which Roger could fill, Dr. Miller stated that currently there are no positions in the Business Department for Roger.

b. Summer School

Dr. Miller stated that the summer budget did not increase when salary equity was addressed. More money is need to fund summer school when paying faculty 1/32 of their salary. She reminded Senators that there is no guarantee of summer teaching. Currently Dean Swinny is working with Deans and Department Heads to see if we can handle classes as scheduled.

c. 12 month faculty positions

Bill Turner asked Dr. Miller about the issue of 12 month faculty positions. Originally when the two schools were merged, Dr. Essex wanted the Department Heads to justify why the 12 month positions were needed. A group of 12 month faculty met with Dr. Miller and Dr. Essex and offered opposition to moving 12 month faculty to 9 month positions. Dr. Essex decided to allow 12 month positions to be reduced by attrition, however, this does not seem to be helping. Dr. Miller feels that there should only be 12 month faculty if the program can justify the need. She agreed to ask Dr. Essex about this issue.

d. Evaluation

Dr. Miller was asked about evaluation of administrators. Dr. Miller is in support of the evaluations. Dr. Essex doesn't have a problem with evaluations of Department Heads by faculty. He does feel that Human Resources needs to be involved. Hopefully this will proceed when the new Director of Human Resources is hired.

e. Letter to the Governor

Dr. Miller addressed the Senate about the letter written to the Governor by four former Shelby State Community College faculty from the Union campus. The faculty stated concerns that even after consolidation of Shelby State and State Tech, the Union campus is not receiving adequate funds, salaries, etc. The group also responded that they represent all Union campus faculty. The SEC responded to the Governor that this group does not represent the views of all Union campus faculty.

Dr. Miller feels that this issue should have been addressed through the Faculty Senate first which it was not. This not only allows the Faculty Senate to be the voice of the faculty, but allows Administration to address issues first. Dr. Miller asked how can the Faculty Senate make an impact on faculty who do not follow the proper chain of command in issues such as this. Should the Senate address this in a resolution?

M. Bodayla stated that the group has a legal right to go outside the Senate to address needs they feel should be addressed. By addressing this issues with a resolution it doesn't stop individuals from doing what they want to do.

E. Other issues
None

F. Adjournment

The Senate was adjourned at 4:30 p.m. The next meeting is scheduled for September.

*Senate Sharepoint Web Site: <http://internal.southwest.tn.edu/fac-senate/>

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_x__
Lilliette Smith (2yrs)	ljsmith	Social Behav. Sci./Crim. Just.	4125_x__
Vava Cook (1yr)	vcook	Education	4648_x__
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 Stewart (2yrs)	jstewart	Indus & Environ Technologies	4665__ x__
Sarah Dunn (1yr)	sdunn	Information Tech., Programming	4152_proxy__
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_absent_

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__x__
Roger Schlichter (1yr)	rschlichter	Information Tech./Graphic Arts	4144_proxy__
Lisa Jones (2yrs)	lgjones	Engineering Tech.	4983__x__
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__x__
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_proxy_
Bob Drake (1yr)	bdrake	Natural Sciences	4501__x__
Loretta Regan (2yrs)	lregan	Nursing	5447__x__
Delores Boland (1yr)	dboland	Allied Health	5542_absent_

- Senators are exempt from serving on other standing committees.

Membership of Faculty Senate Committees for 2005-2006

ACADEMIC MATTERS: Sarah Dunn (**Chair**), Clarence Christian, Patsy Fancher, Ron Gephart, Tabitha Hughes, Lillie M. Jackson, Pat Keene, Leslie Peeples, Carl Swoboda, Sarah Warrington

GRADE APPEALS: _____ (**Chair**), Larry Butts, Lisa Fuller, Steve Katz, Virginia Melvin, Sandy Shaw, Dewey Sykes, Mary Vines, Karen Webb

FACULTY HANDBOOK: Douglas Smith (**Chair**), Pat Foley, Tracy Freeman, Victoria Gray, Phyllis Porter, Tracy Rusco, Dagny Wright

FACULTY DEVELOPMENT AND EVALUATION: Twyla Waters, (**Chair**), _____ (**Assist. Chair**), Mathilda Doorley, Evelyn Little, Ross Land, Loretta Regan, Vicki Robertson, Jane Santi, Donna Toole, Janice Van Dyke, Georgia Whaley, Darius Wilson

FACULTY WELFARE: Clair Berry(**Chair**), Kun-San Chang, Vava Cook, Sarah Dunn, Carol Gazik, Liz Lawrence, Megan Murphy, Bridgett Smith, Rita Springer, Robert Tate, Donald Thomas, Lois Washington, Twyla Waters, Clemetee Whaley, Robert Whaley

(AD HOC) SENATE SCHOLARSHIP COMMITTEE : L. Smith, D. Branch, S. Dunn.

ELECTION COMMITTEE: Lilliette Smith (**Chair**), Clark McKinney, Linda Pope, Jerry Redmond, Bill Turner.

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

CURRICULUM COMMITTEE: liaison to be appointed;

PROMOTION AND TENURE COMMITTEE: David Brace, Carolyn Brown, Grace Cox, Rose Cummings, Tom Curry, Harry Nichols, Rodney Whitaker. Alternates: Charles Bryant, Jr., Dr. Kun-San Chang, Clemetee Whaley.

READMISSION APPEALS: Lafayette Gatewood, Asmelash Ogbasion, Indiren Pillay, Linda Pope, Donna Toole, MaLinda Wade.

(AD HOC) MERIT PAY COMMITTEE: Tamara McColgan (**Chair**), Clair Berry, Osborne Burks, Lillie M. Jackson, Liz Lawrence, Lillie Lewis, Loretta McBride, Anne Mitchell-Hinton, Clementee Whaley, Dagny Wright.