

Faculty Senate Minutes
Southwest Tennessee Community College
Macon Cove Campus, MA A 101
November 12, 2013

1. Call to Order and Roll Call

President Bill Summons called the meeting to order at 3:00. The roll call follows:

Division Senators, Arts and Sciences

Doug Branch, Secretary
Rosie Minor
Karen Pierce
Mahmuda Sultana
Bill Turner, Treasurer

Division Senators, Career Studies

Joanitha Barnes
Delores Boland, Parliamentarian
Joan McGrory, Vice President
Dewey Sykes

Department Senators

Michelle Hill, **Allied Health**
Mahnaz Ghaffarian, **Business**
Michael Scott, **Communications and Fine Arts** (Absent)
David Huffman, **Languages and Literature**
Donald Thomas, **Natural Sciences**
Nathan Knappier, **Nursing** (Sent Proxy)
Yen-kuang Chou, **Mathematics**
Robert Walker, **Social and Behavioral Sciences**
Willie Burley, **Technologies**

2. Reading of the Minutes

The October 2013 minutes were read and approved with slight amendments.

3. Reports from Senate Officers and Senate Committees

- A. David Huffman, Chair of the Faculty Handbook Committee, reported that Joanne Bassett and Barbara Roseborough had fully approved the most recent draft of the handbook, in terms of content. David asked the Senate

to note that a few forms had been slightly changed. Several senators noted spacing and paragraphing issues, but David assured the body that those problems would be corrected before the handbook goes online. David noted, too, that the handbook should be online by the beginning of the spring semester. A motion was made, seconded, and passed that the Senate approve the content of the handbook, with the understanding that formatting issues would be taken care of by Todd Blankenbeckler, Clint Norwood, and the Faculty Handbook Committee.

- B. Bill Summons announced the members of the ad hoc SET committee, appointed by him, charged with writing SET questions for developmental lab-based courses for which the usual SET instrument isn't entirely appropriate or adequate. Members of that committee are Hannah Province (chair), Natalie Herndon, David Huffman, Lydia Linebarger, Miki Richardson, and Raydine Yarborough.
- C. Bill Summons drew names for the Promotion and Tenure Committee and the Promotion and Tenure Appeals Committee, employing the usual protocols. (The Secretary will forward the names to the Provost, who will inform the faculty members they have been chosen.) Those committee members are as follows: Promotion and Tenure Committee: Clair Berry, Rose Cummings, Bobbie Hawkins, Evelyn Little, Megan Murphy, Darcy Simms, Doug Smith. Promotion and Tenure Alternates: John Brassel, Phyllis Porter, Dewey Sykes. Promotion and Tenure Appeals Committee: Dwight Campbell, Ken Carpenter, Mathilda Doorley, Shannon Little, Khalil Rassy, Nathan Washington, Bill Weppner. Promotion and Tenure Appeals Alternates: Roma Magtoto, Annie Sultana, Tom Wolfe.
- D. David Huffman gave a report for the Faculty Welfare Committee, substituting for the chair of that committee, Lisa Loden. That committee had unanimously voted to approve a resolution for a smoke-free campus, as previous efforts to eliminate smoking in areas where people are forced to walk seem not to have worked. This is a Faculty Welfare Committee issue because secondhand smoke can affect the health of faculty. The Faculty Welfare Committee wished to bring the resolution before the Senate for approval.

A discussion ensued, and the Senate decided to table the discussion until February, when Lisa Loden would be asked to attend. The Senate decided it needed precise language from the Faculty Welfare Committee before it wished to vote. Bill Summons suggested, too, that senators should speak to members of their departments in order to get feedback before voting. We will discuss this under old business in February.

4. Old Business

A discussion ensued about the faculty's general displeasure about being asked to volunteer to advise students between semesters. Further, there has been no "chat" opportunity for faculty to express this concern to administrators. The issue, several noted, is that "volunteering" to serve doesn't feel like volunteering: there is pressure, subtle and otherwise, for faculty to work during this time. Bill Summons noted that many of these problems come from mandatory advising and that we are the only TBR college requiring mandatory advising every semester. Senators supposed, too, that very few students would actually be on campus to be advised during this time. It seems like we're being asked to sacrifice a lot of time for what will probably be very little payoff.

A consensus arose that the provost and dean be invited to our February meeting to discuss the related problem of how faculty are being asked to "volunteer" to work a good bit during the summer, especially for advising, even when they're not being paid. We assume that the issue of being asked to advise students between fall and spring semesters will also be addressed.

Bill Summons agreed to invite the Provost and the Dean to our February meeting.

5. New Business

- A. Bill Summons has heard, from reliable sources, that the administration is considering altering the summer pay scale from the familiar TBR mandated 1/32 formula. This would require TBR approval. Bill offered to write a letter of concern to the administration about this point, asking senators to email particular points of concern to him.

A motion was made, seconded, and approved that Bill compose and send such a letter.

- B. Parking concerns were addressed. One senator noted there is no faculty parking designated by painted red lines at the Union Ave. campus, further pointing out that the Faculty Handbook specifically states that such line designations exist.

It was moved, seconded and approved that Delores Boland draft a letter to the administration voicing this concern, also mentioning our desire that existing parking regulations be enforced.

- C. The body addressed the overly time-consuming nature of promotion and tenure portfolios. The motion was made, seconded, and approved that the

Faculty Development and Evaluation Committee be asked to discuss and provide a report on how the process might be simplified. Bill Summons agreed to report the body's wishes to the FDEC.

- D. The senate agreed to discuss at the next meeting, under new business, how we might streamline the process for giving advisors updates about changes in the Learning Support curriculum.
 - E. The body agreed to discuss at the next meeting, under new business, the process for faculty evaluations of administrators.
 - F. We set the time and date for the February meeting as February 11, 3:00, agreeing by consensus to Bill Summons' suggestion that we alter the pattern of our meetings so that we met more often, but not exclusively, at the more generally convenient Macon Cove campus. The pattern for the six annual meetings should be September M, October U, November M, February M, March U, April M.
6. Adjournment

Bill Summons adjourned the meeting at 5:00 PM.

Respectfully Submitted,
Doug Branch
Faculty Senate Secretary