

**Faculty Senate Minutes**  
**Southwest Tennessee Community College**  
**Tuesday, March 19, 2024, 3:00 PM**  
**Union Ave. Campus, UF 319**

1. Call to order and roll

Joyce Johnson called the meeting to order at 3:00. Doug Branch took the roll.

Joyce Johnson (22-24) **President**

Division Senators, Humanities, Social Sciences, and Mathematics

Doug Branch (23-25) **Secretary**

Thomas King (23-25) **Vice-President**

Julie Lester (23-25) (absent)

Lake Newton (22-24)

Annie Sultana (22-24) **Treasurer**

Division Senators, Business and Technologies

Timothy Harrison (23-25)

Lisa Hadley (22-24)

Division Senators, Health and Natural Sciences

Carl Chiong (23-25)

Shilpa Desai (22-24) (no longer in senate)

John Murrell (22-24)

Department Senators

Lindsey Shaidnagle (22-24) Allied Health (absent)

Arnetria Taylor (23-25) Business and Legal Studies (absent)

Tad Lauritzen Wright (23-25) Communications, Graphic and Fine Arts

Shelley Trigg (22-24) EMS

Stewart White (22-24) Technologies (no longer in senate)

Emily Ford (23-25) Languages and Literature **Parliamentarian**

Darrick Slaughter (22-24) Natural Sciences

Emily Taylor (22-24) Nursing (absent)

Khalil Rassy (22-24) Mathematics

Shannon Little (23-25) Social and Behavioral Sciences

2. The reading and approval of the minutes.

The body approved the minutes from the February 2024 faculty senate meeting.

### 3. Reports from senate officers and senate committees

#### A. Joyce Johnson: Report on SEC meeting with VPAA Carol Ash on 3/5

Academic Affairs is studying ways to improve dual enrollment. Procedures, including those involving relations with many participating high schools, need to become more standardized, which would include streamlining how dual enrollment students obtain textbooks, which has been an area of particular concern. Carol would like feedback about this and would ask that department senators ask their faculty to provide such feedback to those senators so that it can be sent to Joyce and forwarded to Carol. There will also be a new hire in Academic Affairs who will oversee and support dual enrollment faculty, among other duties. The position, which has no title as of yet, will be posted after HR approval.

After Joyce's report on this issue, a few senators suggested that faculty be included on the dual enrollment committee.

A self-study was submitted to SACS-COC on March 1. Academic Affairs will be asking for faculty volunteers to help with the SACS-COC visit in October.

A.A. is actively exploring new avenues for professional development funds.

The college is currently engaged in a new compensation study.

The college also needs to streamline its equipment replacement process, including timelines for replacement and inventory control. The goal is to replace major equipment every five years if necessary. Classroom updating and repair is also a priority. Faculty are encouraged to send Joyce room numbers and specific issues about large classroom issues like problematic ceilings and leaks in particular. (Smaller problems, like trash removal, should be handled by individual faculty through help tickets to the physical plant.)

There was a discussion about reduced pay for faculty when assigned classes do not make minimum enrollment. Carol said that such reduced pay only happens when faculty are teaching overload classes: for those classes, faculty will be paid less for minimally enrolled classes. This describes what is happening now, but Joyce does not want the faculty to rest assured that, from Carol's perspective, such reductions for regular (not overload) classes will definitely not happen in the future.

The bookstore's having enough books to supply students has been a perennial issue. We now have a new representative from Follett, and the hope is that he will work with us to streamline the ordering process so that students will be able to get books on time.

Responding to concerns that the school might be wishing to move entirely toward electronic textbooks, Carol said that there has been no intention for this to happen.

B. Thomas King; Faculty awards committee update

TeKay will send Doug a reminder to ask all faculty to make faculty awards nominations as soon as possible.

C. Thomas King: Faculty election committee update

Elections are on schedule. We have enough candidates for the division senate race to commence. Ballots should be out by the end of the week or beginning of next week.

D. Thomas King: President's cabinet report

Thomas' report is in this "Sharepoint" link:

[https://swtcc-my.sharepoint.com/:w:/g/personal/tking19\\_southwest\\_tn\\_edu1/EeQfAtGtIS9GuCQSVs97m9sBrB7m2DXJJ6Vw3dzwM7guJA?CID=f228eb71-f026-b86e-6c30-17a0dcfb23c4](https://swtcc-my.sharepoint.com/:w:/g/personal/tking19_southwest_tn_edu1/EeQfAtGtIS9GuCQSVs97m9sBrB7m2DXJJ6Vw3dzwM7guJA?CID=f228eb71-f026-b86e-6c30-17a0dcfb23c4)

E. Tiffany Akin: Faculty handbook committee update.

Tiffany reported that her committee is in the process of discovering whether they have the authority to change some confusing language concerning the academic freedom of professors in the handbook. Specifically, the language deals with whether or not professors have a professional duty to report suspected violations of academic integrity among colleagues. The committee will attempt to ascertain whether the policy in question is a TBR policy and therefore not able to be changed by the committee or whether the current policy is a Southwest level policy only, thereby subject to possible change.

The committee is also concerned that there is too little reference to the notion of "shared governance" in the current handbook. The committee is considering adopting AAUP wording speaking of "shared governance" into our own handbook. The committee also finds problems with the college's mission statement. Tiffany's committee will want to know if the senate agrees with changes they have proposed, so Tiffany will send the document to Joyce so that we can vote.

It was moved and seconded that Tiffany's report (not the committee's changes, but Tiffany's report) be accepted. Motion carried.

4. Old Business

5. New Business

A. Shelley Trigg: Promotion and tenure committee concerns

Shelley expressed concerns that faculty members who do not wish to serve on the promotion and tenure committee might be serving nevertheless, as their names may have been submitted to the secretary of the senate without their consent. The unfortunate result seems that some committee members are not evaluating dossiers as thoroughly as they ought to be.

Joyce said she would make a point to ask Carol about this at the next VPAA/ SEC meeting. Joyce said that she would report back to the senate next month.

6. Adjournment

Joyce adjourned the meeting at 5:00 PM.

Respectfully Submitted,  
Doug Branch  
Faculty Senate Secretary







