

**JSCC Faculty Council
Meeting Minutes
Foundation Board Room
February 10th, 2010**

Present: Mark Walls, Kim White, Claude Bailey, Amy Wake, Donna Johnsey, Belinda Higgins, Steve Cornelison, Deron Hines, Stacey Dunevant, Mechel Camp, Gerald Graddy, JohnKoons, Roger James, Jayne Lowery, Carol Norman, Nell Senter and guest, Pam Xanthopoulos.

Mechel Camp began the meeting at 3:10 p.m.

Agenda:

1. Information Items

(A) Anonymous Letter

Mechel Camp informed the Council that Dr. Blanding had met with the VPAA, deans, associate deans, and her the first week of February regarding a letter that had been mailed to Governor Bredesen, Senator Finney, Representative Eldridge, and the TBR Board citing numerous problems associated with JSCC's administration. She noted that a similar complaint letter had been one topic of Dr. Blanding's November, 2009 cabinet meeting and that this second anonymous letter was from a non-tenured faculty member at JSCC. She noted that faculty who wished to read the letter could see it in her office.

(B) TBR Faculty Subcouncil Meeting

Camp reported that the quarterly Faculty Subcouncil meeting occurred the day following the new education bill's passage in the legislature. She stated that officials at TBR were concerned and annoyed that the bill mandated some issues that TBR already has addressed with new initiatives (such as transferability of classes and improved graduation rates).

2. Faculty Council Constitution/Bylaws Discussion

The Council's Constitution/Bylaws Subcommittee reported that it had met and discussed changes suggested after the January meeting with faculty. Most responses to the proposed revision concerned the revision's term limits to Council membership. Some Council members emphasized a need for enabling consistency of perspective and experience on the Council and feared this would be lost with two-year limits. It was noted that already it was difficult to encourage participation and that limiting service would complicate staffing the Council. Another view was that limiting service could encourage broader participation and that more people might serve if they felt free from a possible four-year obligation. It was stressed that serving on the

council “because no one else will” needs to change and that we need to do something to encourage greater involvement on the Council. Issues were clarified about representation from among discipline groups, such as the Allied Health, CIS, and Business faculty, which currently has three representatives but under the revised plan would only have one representative for all three areas. It was stated that the at-large representatives should resolve the matter of representation for any disciplines that did not have a faculty member on the Council. Some stressed that the Council should maintain options to assess proportionality between the divisions annually.

The following MOTION was made, seconded, discussed, and approved:

The JSCC Faculty Council approves the draft revision of its Constitution and Bylaws as presented with two changes: (1) proportionality will be examined annually and (2) eligibility for Council membership will remain as it currently is—four years—and not limited to two.

It was agreed that Council members would poll their constituents about their support or opposition to the revised Council and Bylaws and provide by February 24th a list of votes and abstentions to Stacey Dunevant.

3. Speakers at Council Meetings and Procedures

The Council considered the need for a formal Council guideline or policy for Council chairs to use in scheduling and directing guests who wish to address the Council. Some general considerations were noted, including the need for guest speakers or commentators to appear on the agenda and, when possible, to submit their written comments, reports, or materials to the Council before meetings. The Council agreed to ask its Executive Committee to draft guidelines for guest presentations or comments.

4. Mission Statement Update

Nell Senter briefed the Council on the Strategic Planning and Effectiveness Council’s (SPEC’s) plans to meet Friday, February 12th regarding a new draft of JSCC’s mission statement. She reminded the Council of SPEC’s earlier approach to accommodate concerns by some that the 2008 Lea Report had called for a broad and integrative approach to decision-making about the institution’s mission. SPEC’s approach was for its members to solicit employee responses to the issue of what the school’s mission should be. Some on the Council acknowledged the Lea Report’s concern for enabling a genuinely productive process for enabling a “vision” and a “mission” that all could endorse.

In discussion, though, some on the Council stated that TBR narrowly prescribes what an institution can include in its mission statement and that the general purposes of TBR community colleges, as expressed in mission statements, seem never to change anyway.

5. Budget Information Request

Mechel Camp noted Horace Chase's upcoming campus-wide meeting on JSCC's financial circumstances. She noted that his presentation may address some of the Council's concerns from the Fall, 2009 semester for more complete information about the institution's budgeting and about its financial condition given the terms of recent and projected funding.

She indicated that if questions remained after this presentation, she would investigate the issues with Horace Chase.

6. Committee Reports

- Evaluation of Administrators Committee—faculty should be prepared for upcoming administrator evaluations.
- TAFF Committee—money is available; faculty should apply by February 26th.
- Faculty Development Committee—the committee has approved forms faculty can use to request grants for personal faculty development. These forms will be put onto J-Web as will general guidelines for the allocation of faculty development funds.

7. End-of-Year Project

The issue of endorsing a positive, end-of-year project was examined further. The council agreed that planting a tree and marking it in the proposed JSCC arboretum would be appropriate.

The following MOTION was made, seconded, discussed, and approved:

The JSCC Faculty Council will email faculty to request donations for an arboretum tree and marker.

A discussion arose about acknowledging the accomplishment of JSCC's mathematics faculty in their recent recognition with a Bellweather Award.

The following MOTION was made, seconded, discussed, and approved:

The JSCC Faculty Council will present a plaque to recognize the accomplishments of the JSCC mathematics faculty.

8. Adjunct Issues

The matter of addressing adjunct needs, earlier raised and tabled in fall Council

discussions, was considered. It was noted that in the Sciences Division 31% of faculty were part-time, but that the full-time to part-time percentage, of course, varied greatly among individual programs and disciplines. JSCC's need for more complete training for part-time faculty was discussed. Various Council members acknowledged difficulties when part-time faculty do not receive adequate mentoring and monitoring. It was noted that Teri Messer, Assistant Dean for Professional and Technical Studies, had assigned point persons for adjunct classes and that this worked well, though it added significantly to faculty workloads. One Council member noted that although there was no compensation for assuming these extra duties, it was critical to oversee the work of part-time faculty. Though Messer did request compensation for these added obligations, JSCC has not offered any at this time. One Council member who oversees part-time faculty in the Professional and Technical area said that she can see the four classes she monitors on the web, but that faculty mentors need standardized access to the classes of part-time faculty.

The discussion shifted to concerns about part-time faculty in dual enrollment classes. It was noted that these classes seem to proliferate, get staffed with high school "in-house" teachers, and fill up with students. It was confirmed that assistant deans have met part-time faculty assigned these classes and have reviewed their credentials. However, it was noted that monitoring these classes and these teachers' work over the semester has not been possible, and that it especially would not be possible for on-line courses.

For additional discussion, the Council agreed to table this important issue of monitoring and mentoring part-time teachers of both regular and dual-enrollment classes.

9. Issues with Tenure and Promotion Policies

The Council heard concerns that for the past six years JSCC faculty involved in tenure and promotion decisions have encountered loose, incomplete, and inconsistent policies and practice. It was noted that outcomes regarding tenure and promotion awards should be clear for faculty who have progressed, systematically, through a careful process of annual evaluations, administrative reviews, and departmental guidance designed to confirm strengths or correct weaknesses in faculty service. Important questions were raised about whether such a process has been well-defined or effectively engaged at JSCC through recent years. Council concerns in the Fall, 2009 semester about abrupt and unilateral changes to the faculty evaluation instrument were reiterated.

The Council agreed to table the issue of JSCC's tenure and promotion processes through recent years. It was determined that Council representatives should seek more detailed input and perspective about this from their constituents.

10. Class Scheduling/Cancelled Classes

The Council noted a faculty concern about last-minute shifts in established Spring, 2010 class assignments, about late notifications of such changes, about changes to course assignments without consulting faculty and about the impact of such changes on students who expect the professors or the class formats for which they have registered.

The Council agreed to table this concern and seek more detailed information from faculty constituents.

11. Approval of January 13th, 2010 Council Meeting Minutes

The following MOTION was made, seconded, discussed, and approved:

The JSCC Faculty Council approves the minutes of its January 13th, 2010 meeting.

The next Council meeting is scheduled for Wednesday, March 17th, 2009 at 3:00 in the Foundation Board Room.

The meeting adjourned at 4:38 p.m.

Mark Walls, Secretary
JSCC Faculty Council

Mechel Camp, Chair
JSCC Faculty Council