

JSCC Faculty Council Meeting Minutes
November 14, 2012

The meeting began at 2pm in Classroom CLB105.

Council Members present: James Mayo, Council Chair (English); Terri Maddox (English); Sara Youngerman, Secretary (Agriculture); Becca Rhea (Communications); Dee Jones (Nursing); Kim Holland, Vice-Chair (Nursing); Jerry Gilbert (English); Don Brown (CIS); Bob Raines (ex-officio; psychology), Barbara Scott-Goodman (Nursing); Kim Todd (Radiography)

Absent council members: Emily Bates Fortner (Sociology); Sheila Holland (Nursing)

Visitors: Nell Senter (Philosophy) representing Emily Bates Fortner; Donna Johnsey (Respiratory Care); Amy West (Human Resources); Vivian Grooms (psychology)

Standing Committee for Faculty Council members are as follows:

International Fee Committee: Kim Holland
Faculty Development: Kim Todd
Assessment of Administrators: Sheila Holland
Compensation: Don Brown
Diversity: Becca Rhea
IRP Lottery: Dee Jones
Retention: Sara Youngerman
Student Aids and Awards: Terri Maddox
Campus Projects: Barbara Scott-Goodman

Amy West and Nell Senter attended the meeting, representing the advising committee. Amy West stated the Advising Committee had met 3 times and had been addressing issues such as effective advising cannot be done by just using the catalog as it isn't perfect and the catalog doesn't address transfer issues. The registration center is only staffed with 2 full time people. The advising committee has agreed that there is a need for cross training advisors for different disciplines/areas and that there needs to be a central area for cross training and advising information. Faculty council members suggested that someone from the academic side needs to be in Great Expectations to prevent academic registration errors and non-academic advisors must understand the catalog isn't perfect and that the academic component is extremely important. Advising requirements or holds may need to be put back in place before students can register and academic advisors can be used for advising the students and that the registration center used for data entry. If advisor holds are utilized then faculty must be trained and actually do it. Faculty council members discussed creating or training master advisors or creating a master advisor/student retention office and require faculty members to use 1-2 of their weekly office hours to staff it. However, not everyone could do that because of schedule and when faculty were required to staff previous registration centers, many 12 month faculty had to do it because they were here. Nursing has their own advising center that is staffed by their own faculty and they have it covered from 8-4:30.

Faculty council discussed that advising works closely with the CCA goals of student intervention and retention. JSCC should look at best practices from other Tennessee community colleges and universities. Amy West and Nell stated that JSCC is looking into retention and completion rates and other community colleges are dealing with these same issues across the country. Faculty council also mentioned that one of the most significant variables related to student retention is grades and that most college teachers are not trained to teach and teaching pedagogy isn't being addressed.

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Faculty council members had concerns with recommendations from the Online Quality Council that there will be no compensation for monitoring adjuncts courses if the faculty developer isn't teaching that course. Faculty Council will get clarification on the roles and compensation of course facilitators.

Faculty orientation and mentoring will be housed under academic affairs.

The statement regarding service learning was presented as follows:

A faculty member named to coordinate a JSCC-sanctioned special program shall have the option to accept or refuse the appointment. If the faculty person accepts the appointment, he or she shall be granted appropriate release time when the appointment is offered.

Should the coordination of the program, such as Service Program, Honors, International Studies, or PTK, be necessary, the faculty member accepting the responsibility shall receive from the appropriate administrator a signed document outlining the exact duties and length of service required.

Such appointments shall be noted in official school documents and shall meet requirements set forth by accrediting agencies. A program coordinator shall be freed from additional committee membership and shall be deemed to have satisfied any tenure requirements pertaining to committee membership.

Bob Raines moved to accept the statement and Terri Maddox seconded. Motion passed 100%.

Faculty council discussed faculty sick leave policy. Using sick leave for anything but sickness is illegal and faculty have had to use sick leave if they have to take off because they do not accumulate paid time off. Faculty are also charged a flat 7.5 hours a day when that hourly amount is not correct according to classes and office hours. Human resources is looking into it and TBR policy and will develop a policy for faculty.

Faculty Council discussed dual enrollment issues. The dual enrollment committee is a coordinating team and has a broad spectrum of members but only 2 faculty members, including deans and deans should not be considered faculty representation. Several faculty members still feel their dual enrollment issues are being dismissed and not properly addressed by administration. An institutional contract for dual enrollment between schools and JSCC has still not been implemented nor have any set policies been given to faculty members.

James Mayo asked that faculty members compile a list of any distance education problems and concerns and forward them to him and Bobby Smith.

Faculty council discussed the UT-K faculty senate's Benefits Equality Resolution and JSCC's stance on the matter. JSCC needs to have an official position regarding UT-K Benefits Equality Resolution if a motion is brought to TBR subcouncil to vote on the matter so James Mayo can represent JSCC's position on the matter. The four options are for TBR subcouncil to 1. Do nothing; 2. support the resolution; 3. not to support the resolution; 4. draft their own resolution. Kim Holland moved that faculty council representatives take this issue back to faculty and that an anonymous survey be drafted for faculty to

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take. Terry Maddox and Bob Raines seconded. Motion passed 100%. James Mayo will phrase the questions and create a survey in JWEB.

Faculty Council discussed new business. Beginning in Fall 2014, JSCC will be closed the Wednesday before Thanksgiving. Faculty also discussed contract start dates. Most of the time 9 month contracts begin August 1st but sometimes they haven't and that affects faculty benefits and retirement. It was discussed that faculty need to check and see what the official August 1st date really means and when faculty are actually required to be at work.

The civility mission statement was given to faculty council and will be forwarded to Linda Nickell.

Jackson State Community College is committed to an environment which supports mutual respect. Civility is the responsibility of everyone within the college community and is essential in upholding our core values of integrity, service, excellence, and education.

Meeting adjourned at 3:30pm.