

**Jackson State Community College  
Faculty Council Called Meeting Minutes**

Date: 8-30-13

Time: 10:00 a.m.

Location: Nursing Department Conference Room

**Council Members Present:** Kim Holland, Council Chair (Nursing); Richard Skelton, Council Vice Chair (Business/Industrial & CIS); Pam Forsythe (Nursing); Kim Todd (Allied Health); Vivian Grooms, Secretary (Social and Behavioral Sciences); Sara Youngerman (Math & Natural Sciences); James Mayo, Ex-Officio (Communications & Humanities); Candyce Sweet, At Large (Communication & Humanities); Mary Wadley (Communications & Humanities).

**Council Members Absent:** Jerry Gilbert (Communications & Humanities); Karolyn Smith (Nursing) Medical Leave with proxy sent this semester

At a called meeting, the council met specifically to review the Constitution and Bylaws to discuss changes and revisions to the document, which has been edited by the executive committee of the council. FC will add the date of revisions back in that were taken out of the most recent version of Constitution and Bylaws, and add revision dates for changes made this year.

**Review of Proposed Constitution Changes:**

I. Purpose

It was discussed whether section I. B. would either include either all VP's or only VPAA. It was suggested that since the FC Chair serves on the President's Cabinet, any faculty concerns can be addressed to all VP's if needed. The council traditionally has reported to the It was noted that to involve too many channels may increase turn around time and/or diffuse responsibility for action items. Members agreed to exclude all other VP positions in section I. B. and in other similar references in the document (see noted below).

II. Organization

**A. 1.** It had been discussed and presented to the office of the president that faculty representation needs to be increased to support demands of committee assignments (i.e., on standing committees). The consensus was that the addition of two more at large members will likely suffice to improve representation. Below are the numbers of faculty in each division:

**2.** One council representative per every 10—

AH-11

BIC-10

Com/Hum 21

Math/NS 12

Nursing—24

Soci and Beh-10

**3.** It was suggested that Deans could be involved in an advisory, non-voting capacity and might add to FC discussions due to knowledge of updated college information

4. There was a question related to the need for adding back in the ex-officio FC Chair responsibilities. The responsibilities were added.

**B. 4.** Add in plural to representatives and add in revision dates.

### III. Meetings

B. (Electronic Voting) Strike the language “non-controversial” to “for all items requiring immediate attention.” Add in revision dates.

### IV. Officers and Their Responsibilities

A.2. b. Strike old position language and add in VPAA only. Add in revision date.

C. 2. c. Change “inspection” to “review.” Add in revision date.

Duties(of the FC) (D) will read: To request the permission of the Vice President for Academic Affairs to present matters under consideration to the appropriate administrator, faculty, and staff at a regularly scheduled faculty meeting if such matters should affect the operation of the entire institution. Add in revision date.

### **Member Comments:**

Elections: Methods for elections were discussed including concerns related to apathy apparent in last election during in-service. Possible reasons for apparent poor motivation to serve on FC were discussed.

Three members had to leave for class: James Mayo, Candyce Sweet, and Mary Wadley.

One member suggested that service on the FC had been “enjoyable.” A discussion followed related to ways of keeping positive and supportive of colleagues without negative tones. Framing needs as “Opportunities for Improvement” was one suggestion given.

### **Bylaws Review and Changes**

II—F. was omitted. It was suggested to add F. back in to the bylaws.

III. Use italics for *Robert’s Rules of Order, Revised* as a book title

### V. Committees

C. Reworded to read: When selected to serve on a committee, the Council member shall report back to the Council. The report shall be recorded in the official Council minutes. Add in current and past revision dates.

D. There is a need to clarify the exact standing committees FC members will populate. FC Chair will clarify and suggest a change if needed.

E. Add back in old revision date.

G. Addition to read: The purpose, responsibility and duration of Faculty Council ad hoc committees shall be determined by the Council. Add revision date.

### VI. Constitutionality

B. Change “2/3 vote” to “simple majority vote.”

### VII. Additions or changes of By-Laws and Constitution

D. Change “2/3 vote” to “simple majority vote.”

VIII. Add Ratification back in per previous by-laws

**Member Comments:**

It was noted that the current FC plans are to respect the hard work our faculty has done years ago on these changes, and that these members will be consulted to make sure that changes that were relevant in the past and that continue to be relevant actually mirror past needs and intentions. It was noted that the FC desires the faculty at large to feel more connected, display unity and cohesion, and that perhaps the changes related to Constitution and the By-Laws would help.

Planning for next meeting was discussed by FC Chair. It was discussed that goals for the current FC would be a way to measure progress and keep things moving in a positive direction. Some suggestions for goals were informally discussed.

It was discussed that changes will be presented to the office of the President and then to faculty.

**Meeting was Adjourned at 11:55 a.m.**