

JSCC Faculty Council Meeting Minutes
September 18, 2013

The meeting was called to order at 2:03 p.m. in room C 103.

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

Council Members Absent: Karolyn Smith (Nursing) Medical Leave with proxy sent this date; Kim Todd (Allied Health) proxy: Cathy Garner

Visitor: Dee Henderson

Agenda:

Dee Henderson presented upcoming events related to the internal giving campaign. September 30- October 7, 2013 are the dates for the campaign.

- Tuesday, October 8th, campus wide, will be “Go Green for JSCC” day. Everyone will be encouraged to wear green. A campus wide breakfast for faculty and staff will be available in the President’s Conference Room. Media will be on campus highlighting students; door prizes have been donated and will be given away for faculty and students.

Dee Henderson reported an increased focus in having more community events on campus as well as choosing activities that best engage “everyone” (e.g., SGA, students and staff and employees). She also reiterated the importance of giving internally employees will soon receive information in the mail and be forwarded YouTube videos made by “talent” on JSCC campus.

Approval of Minutes from 8-20-2013

The chair noted that some of the constitution and by-law revisions discussed in the August 20th meeting have been changed, particularly the need for a two-thirds vote for ratification.

Constitution and Bylaws Review

Copies were distributed; the floor was opened for discussion.

Jerry Gilbert presented a written motion to revisit the “unconstitutional document (i.e., current faculty Constitution and Bylaws) that was not ratified,” by forming a FC subcommittee to review FC historical documents and to develop a factual record of 2010 events leading to the current version of the Constitution and Bylaws. A full paper motion (see attached) was distributed with further explanation including:

- The bylaws state that any changes to constitution must be ratified by a two-thirds faculty vote; document changes were made and never ratified;
- The changes that were made of concern include reduction in number of FC representatives, addition of an administrator to the council, and a hiatus of four (4) years before a FC member could run again for council;

- Changes mean that FC will lose “valuable experience. The motion was specifically to form a subcommittee that would also look at the March 17, March 31, and April 14th, 2010 meetings related to these changes.

[The motion did not receive a second, though contrary to Robert’s Rules of Order, the council had lengthy discussion of the motion before a second was called for. Discussion is noted below.]

FC Chair reminded FC that because the organizational chart changed, the documents must change to reflect accurate verbiage. FC Chair also noted that ratification was removed from the document during the last revision. The President agrees that ratification is necessary and useful.

Discussion of changes included:

- Comments from James Mayo and Jerry Gilbert regarding Paula Short’s, (previous TBR Vice Chancellor), opinions on FC Constitution and Bylaws;
- Comments related to the validity and constitutionality of faculty operating under Constitution and Bylaws that are not ratified by faculty;
- Positive comments related to having a faculty-endorsed Constitution and Bylaws with a two-thirds vote;
- A question was asked regarding the reasoning for a four (4) year FC hiatus. James Mayo explained his understanding of the reasoning that was shared by the President, who said his intention was to have more faculty involved in council;
- Kim Todd mentioned a concern related to others who would not serve due to past negative attitudes toward FC role; it was added that recent experiences are much “calmer” due to moving past some past problems and the desire to think of ways to facilitate a respectful atmosphere across campus and for the FC to be able to spend the year working on other significant problems which need to be addressed;
- Sara Youngerman added that Science Division has several members who cannot serve “at any given time” due to the four year hiatus; but that they did the math, and the four year hiatus does not affect their division’s ability to have council representation;
- Comments were heard regarding “wasting more time” dealing with something like the hiatus period that is likely not to change, and the need to move on past these changes, and to just send to faculty and let them vote;
- Richard Skelton reiterated his feeling that FC move through this task to completion so we all will not be going through this each year;
- Vivian Grooms asked if this FC and faculty can decide what we envision or need at this point in time of the college to move forward without considering past difficulties;
- Jerry Gilbert related a story of how groups can believe and agree on a course of action and have other(s) not follow the course.

Kim Holland reminded the council that there was a motion on the floor and called for a second. The motion was not seconded. Richard Skelton moved to send the Constitution and Bylaw changes to the Office of the President. James Mayo moved to add an amendment for the line item beneath 7. E. “additions or changes” indicating that when a reorganization occurs, the Constitution and Bylaws can be changed without the need for a faculty vote. FC members worked to create the following addition: “Changes in Jackson State Community College organizational chart titles that do not affect position

responsibility will be reflected in the Constitution and Bylaws without a faculty vote (e.g., Provost to VPAA or Asst. Dean to Dean).” A vote was called for the motion with the added ammendment. The motion was seconded by Pam Forsythe. Eight votes for, one opposed. The motion passed.

Kim Holland noted that these changes will be sent to the President for his comments:

1. The addition of two more at large members;
2. Item 3: A division dean, non-voting position was added;
3. Ratification was added back in;
4. New line item in “Additions or Changes” section as added this date.

Dual Enrollment

Kim Holland indicated that she had attended the dual enrollment coordinating team as a visiting member. The team is led by Linda Nickell and Bobby Smith. Kim Holland reported the following information based on the team meeting:

- Although dual enrollment program has significantly grown, it is still just now breaking even;
- Other schools are more expensive than JSCC;
- There are 21 school systems with 28 participating schools;
- The team is working hard to make things work;
- There are significant faculty concerns still to be addressed and Bobby Smith has indicated his desire to the team to develop a second team that would focus on addressing faculty issues only, such as an open forum with faculty only; there is still a great deal of work to do with communicating issues and where problems are begin solved and not.
- Scott Woods will be chairing a subcommittee within the coordinating team to create individualized school packets for parents, counselors, and our teachers. That committee may have already met; FERPA training, for example will be included in the packets.
- There were many positive comments from Bobby Smith regarding class caps and possible increase in payment when caps are exceeded.
- There is a continued need to gather information from faculty members regarding experiences and issues that have occurred so that they can be addressed by this committee. Faculty should have the right to say they will not go to teach off campus dual enrollment, according to Bobby Smith’s comments during that meeting. Perhaps by spring more information will be clear and available.

Summer Scheduling Committee

James Mayo mentioned, and others agreed, that because JSCC faculty is teaching our potential summer students while they are still in high school, summer course enrollment has been affected. Sara Youngerman mentioned that the same thing is happening in Lexington. Kim Holland asked about data related to this phenomenon. Dual enrollment is part of load and now cut for summer. It was mentioned that UT Martin pays faculty an overload stipend when they teach dual enrollment classes who teach dual enrollment and noted that 20 percent of our current students are dual enrollment. Discussion concluded with concerns from Mary Wadley related to apparent inappropriate reasons parents are putting their students in dual enrollment Spanish in Chester County; Cathy Garner mentioned problems related to unqualified instructors filling in for an adjunct we had hired. This situation was addressed but is an example of significant problems that can

occur.

Reports from Council members on college wide committees

No reports were given.

Policy needed on teaching on-line courses and related pay scale

Action item: Kim Holland will contact Bobby Smith to clarify progress.

Final Exam Schedule

Under JWEB there is a Final Exam Schedule per Sara Youngerman. It was discussed that faculty has not been made aware that the schedule exists. It was discussed that there is a need for better communication of this and other significant information to faculty.

Action item: Kim Holland will contact Bobby Smith about advising faculty of the presence of the schedule.

Update on the recommendations from each committees formed from the Complete College Act

Kim Holland reported that when the call for agenda items was made, there were a number of faculty members indicating their desire for increased communication and documentation of last year's committee work. For example, all of the committee work developed from the CCA meetings needs to be disseminated, not lost, nor replicated in new committee efforts. Midterm grades were mentioned as an example of a suggestion, but not a policy, and faculty are unclear about what is expected. Kim Holland noted the need for an updated faculty handbook, and another comment was related to Interdepartmental classroom observation: "Let's bring it back!"

Classroom Building Aesthetics

It was mentioned that if, for example, WBBJ is coming during the Internal Giving Campaign week, perhaps someone could assist with the clean up in the halls and bulletin boards of the Classroom Building. JWEB form was discussed for reporting cleanup needs. Another beautification measure mentioned was to have an art gallery with a dedicated wall where the art could be displayed. Candyce Sweet noted, "the nicer the campus, the more prideful the student," and then related this idea to the positive impact on student retention.

Action Item: Kim Holland will take the information to President's Council meeting

New Business:

James Mayo mentioned that our foundation actively solicits money from adjuncts in three ways: 1) They are asked directly to give to internal giving; 2) Bill Seymour at adjunct in-service asked adjuncts to donate, and 3) Dee Henderson mentioned sending out letters to all faculty, including adjuncts. James Mayo made a motion that JSCC Faculty Council ask our administration not ask adjuncts, directly or indirectly, to donate to money to JSCC. Kim Holland seconded the motion, and the motion unanimously passed.

Jerry Gilbert questioned why faculty does not have a lounge in long term planning. It was discussed that a gathering place would meet goals of developing community among faculty, and supporting faculty morale and interdisciplinary interactions.

Kim Holland added another item from the President's cabinet meeting: Picture ID badges for faculty are coming.

With no further business, Mary Wadley made a motion to adjourn, and Candyce Sweet seconded the motion. The meeting was adjourned at 4:01 p.m.