

JSCC Faculty Council Meeting Minutes
October 23, 2013

Faculty Council Constitution and By-Laws Ratification Vote—2:00 p.m., Ayers Auditorium

A motion was made by James Mayo and seconded by Richard Skelton to ratify the Constitution and By-Laws as proposed by the Faculty Council. There was no discussion. Point of Order was called by John Koons. Votes were gathered and counted by the FC Secretary with a faculty member present for observation. The motion passed.

The Faculty Council meeting was called to order at 2:41 p.m. in the McWherter Conference Room.

Council Members Present: Kim Holland, Council Chair (Nursing); Richard Skelton, Council Vice Chair (Business/Industrial & CIS); Vivian Grooms, Secretary (Social and Behavioral Sciences); Jerry Gilbert (Communications & Humanities); Richard Coppings proxy for Sara Youngerman (Math & Natural Sciences); Candyce Sweet, At Large Representative (Communication & Humanities); Mary Wadley (Communications & Humanities).

Council Members Absent: Pam Forsythe (Nursing proxy Karolyn Smith); Sara Youngerman (Math & Natural Sciences); James Mayo, Ex-Officio (Communications & Humanities, was present for vote, unable to stay for following meeting; Kim Todd (Allied Health)

Visitors: Vickey Taylor-Jones; Dr. Nell Senter

Adjunct Faculty Contribution to Internal Giving follow-up:

Kim Holland reported that at the President's cabinet meeting Amy West had recalled perhaps one adjunct faculty member who had donated to the internal giving campaign last year. Dr. Blanding said that JSCC will continue to ask adjuncts to give. Kim Holland and Dee Henderson discussed the timing of asking adjuncts to give and to consider using a different time other than in the introductory packets; Mary Wadley suggested that it might seem more appropriate to provide the donation information toward the middle of the semester; it was also discussed that there might be equality in providing activities for adjuncts as are provided to faculty (e.g., feeding breakfast).

Dual Enrollment follow-up:

Kim Holland reported that she had heard no additional information regarding dual enrollment but that she knows that the committee is working on policy and procedures for all involved. She will follow up with Bobby Smith; Vivian Grooms asked about the expected date of completion; Kim Holland noted that the subcommittee chaired by Scott Woods is working on that policy. Richard Coppings had positive comments related to that policy's development, and he indicated the date of completion to be closer to Thanksgiving,

Certificate for the Completion of 45+ hours reported by Kim Holland:

An at-large faculty member asked FC to discuss the position of having the students apply for certificates. Candyce Sweet reminded about Degree Works and how we were trained to have students complete the certificates. Mary Wadley mentioned potential negative financial aid implications of receiving a certificate when students transfer to a four-year institution. Vivian Grooms suggested asking Financial Aid employees or Robin Maerk to discuss any implications of providing the basic 45 hour certificates.

Advisor Meet and Greet presented by visitor Vickey Taylor-Jones (for Countance Anderson):

Next Wednesday from 11:00 a.m. to 1:00 p.m. in the Student Union there will be an Advisor Awareness Day for students and pizza will be served. Information will be provided for students telling them when

they can register and pointing them to the correct advisor. The goal is to get as many advisors to attend as as possible.

QEP coordinator update presented by Dr. Nell Senter:

Nell Senter provided an overview of the Quality Enhancement Planning (QEP) process, and she noted that QEP is an important part of SACS reaffirmation. Dr. Senter provided the FC with an outline for the process and a list of successful QEPs from other colleges and universities to review for ideas. Dr. Senter described the QEP as “forward looking” with a focus that emerges from institutional data evidencing needs related to student support for learning or improving the student learning environment. Dr. Senter mentioned the importance of making this a “thoughtful process” with an abundance of dialogue and engaging the creative process of dreaming about what we want.

There will be a working draft of the QEP this summer and implementation will begin in 2016 with subsequent measurements of success with evolution of the plan over a 10 year period. Campus-wide support is needed for the effort, including demonstration that the idea chosen for the QEP has come from the faculty as a whole; Dr. Senter met with Classified Council this morning and will meet with Pro Tech Council tomorrow; there will also be three campus-wide meetings dates which were provided on a handout and will be sent out to faculty. Faculty members are asked to choose one of the meetings to attend, which will be to faculty advantage by decreasing need for breakout sessions during next in-service. Dr. Senter asked FC to explain the process and to solicit constituent feedback for topic areas and primary needs of students. Needs chosen must be demonstrated by current data. The Access to Success initiative (looking at target areas like daycare, advising and online learning) was briefly discussed.

Related to any advising initiative, Kim Holland asked about holding classes at different times; scheduling was discussed. Kim Holland described an interesting in-service advising activity suggested by someone from one of the TBR meetings. Vice Chancellor Tristan Denley of TBR is working on students committing to a major early in their college career.

Revised TBR Policies and Guidelines:

Kim Holland reportedly asked Bobby Smith to address faculty questions related to what had changed on the Revised TBR Guidelines. Bobby Smith did not have a summary of the changes available at the time of the question. **Action Item:** Kim will provide follow up to this question.

Pay Policy for On-line Classes follow-up:

Kim Holland reported that there is a pay policy for online classes. It can be found on JWEB, and it is dated July 1, 2013.

Summer Scheduling Committee follow-up:

Vivian Grooms and James Mayo are on a summer scheduling committee, per the September Faculty Council meeting. When Kim Holland mentioned this to Dr. Blanding, he had not been made aware that such a committee had been formed or discussed. She did discuss the situation related to dual enrollment students in spring courses potentially decreasing summer enrollment numbers. Dr. Blanding did not think that there was a relationship between these factors because, for one reason, tuition is set for \$300.00 for dual enrollment, and JSCC is getting students in dual enrollment that may not come in the summer anyway. Dr. Blanding did say that he will look at the related data on this matter. Development of a Trimester (15-15-15 week sessions) was mentioned and briefly discussed; Jerry Gilbert mentioned the cap on the number of students per summer class to make has been strictly followed in the past; FC briefly discussed summer class caps. Kim Holland mentioned that she will continue to ask related questions and to build on FC discussion of this matter in future meetings she will attend.

Reports from Council members on college wide committees:

The majority of reports will be deferred to next meeting due to time constraints this date.

Mary Wadley reported that there will be JSCC campus events during the week of Nov 18-22nd, which is International Education Week. We will also be looking for activities for the spring semester. There is money to spend on the events, but that money must be spent on campus. Mary Wadley also reported that education about study abroad will be a focus for upcoming semesters, and that JSCC will have the food festival again. Kim Holland added that Mary Wadley could contact Belinda Higgins because the Nursing program engages a culture based nutrition program with food preparation and that perhaps the programs could coincide.

Final Exam Schedule follow-up:

Kim Holland followed up with the final exam schedule, found the one that was posted, and sent one out to faculty. Mary Wadley suggested that someone send out another email closer to finals with the exam attached, as a reminder.

Update on the recommendations from each committee formed from the Complete College Act follow-up: Deferred to next meeting due to time constraints this date.**Classroom/Building aesthetics follow-up and Safety and Security follow-up:**

Kim Holland will be meeting with Carol and Lisa Smith about a place to display art. She also reported that Dr. Blanding will support funding to have more employees trained to be CPR certified. Kim Holland also addressed not having AED's in all of the buildings and the need for an AED to be with all police officers as first responders. She reminded that if an adult "goes down," the most likely cause is cardiac arrhythmia.

News from Sub-Council, all reported by Kim Holland:

Moonlighting. Congressman Yager submitted a bill for consideration with regard to extra faculty teaching load (in addition to the contract). At this time faculty can only teach fifteen clock hours beyond the regular fifteen. The bill is written to remove the hour limitations. Sub council was not in favor of the change. The question was asked, "Will this include all types of moonlighting?" Kim Holland will clarify and bring back to the next meeting.

Aligned A.A.S. and Certificate Programs: Establishing a Common Curricula. TBR is looking to establish common curricula for classes such as English and Algebra. During spring semester volunteers will work on a task force; faculty council members verbalized concerns about academic freedom.

Drive to 55 and faculty concerns. TBR administration was having meetings regarding this initiative; however, no faculty were involved. Sub council respectfully drafted a letter to go to the chancellor to extend invitations to faculty to be a part of the meetings.

Scheduling Classes. Bringing this to issue to the president's cabinet meeting as needed.

SAILS—Seamless Alignment and Integrated Learning Support. It was explained by Richard Coppings that computer modules for learning support are in the high schools for students scoring less than 19 on ACT math. SAILS will facilitate remediation to ready students for college.

Task Force on Adjunct Faculty. Related to the Affordable Health Care Act, this task force will make sure faculty are not teaching over the maximum amount of hours (18 per calendar year) without hiring them full-time.

Mary Wadley moved to adjourn; Richard Skelton seconded the motion and the meeting was adjourned at 4:24 p.m.