

## **JSCC Faculty Council Meeting Minutes—September 2<sup>nd</sup>, 2015**

The Faculty Council met Wednesday, September 2<sup>nd</sup>, 2015 at 3:00 p.m. in room 103 of the Nelms Classroom Building.

Present: Mark Walls, Roger James, Dr. Liz Mayo, Carla Simpson, Tim Britt, Scott Woods, Josh Britt, Vivian Grooms, Dr. Mechel Camp, Carmen Corder, Abby Lackey, Emily Fortner (visitor), Tammy Prater (visitor), Kim Todd (presenter)

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### **AGENDA ITEMS**

#### **1. Achieving the Dream**

Kim Todd discussed her experience with Achieving the Dream in graduate school at the University of Memphis. She emphasized that the initiative, funded by the state for three years, offers a student-centered model for institutional improvement. An Achieving the Dream campus “team” would soon be announced. She provided information from the program’s website which describes a process of committing to better student outcomes, assessing performance toward those goals, identifying obstacles, engaging stakeholders in solutions to problems, and continually expanding approaches to problems with student progress.

#### **2. Dual Enrollment**

The Executive Committee reported on its discussion with Dr. Bailey regarding previous committee work to clarify dual enrollment policies and produce a policy handbook. While Dr. Bailey had not known of the earlier committee work, he explained that a new committee had been formed to consider the handbook. He said he would discuss this topic in his September 3<sup>rd</sup> meeting with deans. The Council considered some faculty perceptions that dual enrollment processes seemed unclear. Dr. Camp emphasized that JSCC’s Office of High School Initiatives followed specific processes for dual enrollment programs and that she worked closely with that office and saw the processes functioning. The Council agreed that if faculty sensed “issues” and confusions about processes, then perhaps something more was needed to clarify protocols and responsibilities for students, parents, high-school and college administrators, and faculty. It was noted that some form, perhaps like the ADA triplicate accommodation form, might be designed to document program specifications for all stakeholders.

#### **3. Staffing**

The Council discussed a campus process, noted at the last President’s Cabinet meeting, to examine the need for some current staff positions (an effort “to reassess or reorganize” some positions). Council members expressed great concern that confirming Division Assistant positions for Deans Camp and Senter was taking so long. Dr. Camp stated she believed an effort to assess the need for these positions “was moving forward.”

Some members of the Council expressed amazement that decisions about these positions have not yet been made, noting the critical roles these key staff serve for full-time and part-time faculty and especially for students. It was noted that given the school's sharp focus on student success and retention and the crucial need in early weeks to address student issues through division offices, neglecting these assistants' functions was "unacceptable."

The Council reviewed divisions that were currently assigned assistants and divisions that were not. Dean Camp, whose division has lacked an assistant since July, was asked to clarify her workload: 20 full-time faculty and 75 part-time faculty to supervise. It was suggested among the Council that Dr. Camp's office clearly required its own dedicated division assistant if assistants were justifiable for some other divisions. A concern was stated that without the assistants serving interface and point-of-contact roles in some division offices, student success may already have been hurt during the critical first weeks of class.

Council chair, Abby Lackey, stated she would discuss the progress of staff position assessments with Horace Chase.

#### **4. New Position: Vice President of Institutional Effectiveness and Student Success**

The Council heard a summary of faculty concerns for how President Blanding developed and staffed a new VP-level position, the Vice President of Institutional Effectiveness and Student Success.

These concerns included views that President Blanding often has appointed vice presidents without competitive searches or has installed "long-term interim" vice presidents. For the school, it was argued, this approach has shut off benefits that come through the formal selection process with candidate interviews. It was stated that this has limited access to the deepest and most varied experience, the most specialized insight, and the most unique skill sets that a range of applicants might reveal to the scrutiny of a diverse campus hiring committee. It was noted that for all but three and a half years of the president's eleven-year administration, an appointed or interim "in-house" VPAA has served. That pattern has continued with the recent appointment for the new VPIESS position, and that appointee has been similarly appointed to VP positions two times previously.

In this regard, the Council considered the college's shifting terms of operation: the new funding formula's paradigm of student success; the centrality of documenting, interpreting, and applying institutional data toward student success, school accreditation, and TBR's outcomes-based assessments; the rising dependence on donor and tuition money for support as state funding dips to 40% of the school's budget; and the challenges to hiring full-time staff and faculty in areas key to student completion and early progress. It was stressed that JSCC must seek the best fit available for leadership roles crucial to the college's shifting requirements. Some emphasized that a search process with competitive interviewing would assure the best fit for critical positions, especially at the VP level, and that greater transparency and engagement among stakeholders seem appropriate as division resources contract and college planning adjusts.

The Council considered alternatives for addressing these issues and determined that the Executive Committee should convey to Dr. Blanding by letter Council concerns about VP staffing and the need for greater transparency and engagement in such decisions. The following motion was made, seconded and passed by the Council:

*The JSCC Faculty Council authorizes its Executive Committee to draft a letter to President Bruce Blanding regarding Council concerns about VP staffing and greater transparency and engagement in such decisions; the Council further authorizes the Executive Committee to notify VPAA Larry Bailey of its intentions to meet with Dr. Blanding to discuss these issues.*

#### **5. JSCC Staff Teaching Part-Time**

The Executive Committee reported from its meeting with Dr. Bailey that a form exists for staff to obtain permission to teach JSCC courses as part-time faculty. Dr. Bailey explained that staff were expected to explain on the form how their normal work obligations would be made up or met if teaching occurred during regular staff work hours. It was noted that the form did not, but should, specifically require and prompt this information for staff teaching during regular work hours.

#### **6. EAB Software**

Council members discussed unfinished-business concerns that the software, costing \$90,000 annually, really was not used significantly and that its auto-generated scheduling feature was at odds with the QEP advisement approach. The Executive Committee noted that Dr. Bailey saw its student life data collection as useful. It was noted that the cost was approved annually by TBR, and that JSCC could discontinue its use if appropriate.

#### **7. Allied Health and Nursing Practice Day**

The Council discussed unfinished business about a letter nursing faculty intended to draft and send to Dr. Larry Bailey to support their need to reserve one day each week for professional practice instead of fulfilling that practice on weekends. It was noted that only one Allied Health faculty member currently used a "practice day" in this manner.

#### **8. NSCC Statement of Concern**

It was reiterated from the August, 2015 Council meeting that TBR values authentic shared governance in higher-education. TBR presumes faculty value it also and engage in it. NSCC faculty concerns for diminished shared governance and their expectation that NSCC should honor shared governance reminds us to preserve and implement it on the JSCC campus.

#### **9. Adjunct Representation**

The Executive Committee reported on its discussion with Dr. Larry Bailey regarding the circumstances of adjunct faculty and their need for a voice and a role in campus affairs. The importance of this was linked to the considerable, expanding role of contingent faculty

teaching JSCC courses. Dr. Bailey had agreed that representing this faculty group within the faculty's shared governance body seemed appropriate.

The Council considered views that more direct representation from these faculty in campus decisions would create more "buy-in" from them. However, it was also noted that the Faculty Council discussed issues with long-term impacts on the college which might not seem relevant to part-time instructors. Some suggested alternatives such as admitting an adjunct spokesperson to the Council or designating a Council member as an adjunct liaison, perhaps the at-large Council representative; it was noted such a designation would require a change to the Council's constitution. It was decided to reconsider this matter in the October meeting as well as any other changes that seemed necessary to the Council constitution.

#### **10. Office Hours on J-WEB**

A recent email requiring faculty to indicate office hours publicly was a miscommunication. Office hours need only be posted through the "Academics" tab on J-WEB.

#### **11. Accessibility and ADA**

A concern about the ADA accommodation form's language for arranging note-takers was discussed. According to Dr. Bailey, Patrick Davis is chairing JSCC's Accessibility Committee, and this group will be looking at alternatives that may address these issues. It is likely the form will be revised.

#### **12. Faculty Relations with Administrative Offices**

The Council agreed to take faculty concerns to Dr. Bailey after discussing problematic views of faculty expressed by one administrative officer. Other concerns were noted. Council representatives will ask constituents about their perceptions and concerns.

#### **13. Bookstore**

It was noted that some textbooks were not priced or shelved accurately and some lacked signage. Council representatives agreed to ask constituents about concerns and collect them to be compiled and provided to the new bookstore manager. Emily Fortner agreed to compile this information.

#### **14. SPEC**

Abby Lackey reported on the recent SPEC meeting.

The meeting adjourned at 4:30 p.m.

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Mark E. Walls, Secretary

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Abby Lackey, Chair