

Faculty Council Meeting  
9/7/17

## Faculty Council Minutes

Present:

Tony Rafalowski, Sara Youngerman, Claude Bailey, Ben Lawrence, Emily Fortner, Larry Gundersen, Lisa Matlock, Jennifer Reaves, Becca Rhea, Dama Cooley

Absent: Billy Wesson, Melissa Sellers

The meeting was called to order at 2:10pm in McWherter 137. Larry Gundersen made a motion to approve the minutes from the April 26<sup>th</sup>, 2017, meeting. Lisa Matlock seconded, motion passed unanimously.

The faculty vote on the Dean Representative resulted in a tie 16-16 vote between Dr. Nell Senter and Dr. Mechel Camp. Members discussed the lack of policy for a tie vote. The council agreed by consensus to resolve the tie by an ad hoc vote, and to look at the possible need to amend the Constitution next spring in order to provide a solution in the event of future ties.

Faculty council voted and Dr. Mechel Camp is the dean representative for 2017-2018.

Tony reviewed agenda items, of which most we covered in the division meetings with Dr. Bailey.

- a. TBR is not perusing shared services.
- b. Attendance is to be reported/updated on Fridays.
- c. JSCC's 50<sup>th</sup> Anniversary Week Celebration will take place 9/11-9/15
- d. Science Building is back in commission, with a few roof leaks. The roof is scheduled for repair Summer 2018.
- e. Title VI/IX training emails were sent by HR and need to be completed.
- f. Compensation Adjustments were covered in inservice meeting.
- g. Benefits/Insurance/Premiums will be changing for next year.
- h. The Diversity and Identity Conference will be held Oct. 27<sup>th</sup> at JSCC.

No Old Business was discussed.

## New Business

1. Committee Assignments – Tony and Dr. Bailey reviewed standing committees on campus
  - a. Assessment of Administrators
    - Crystal Pittman
    - Claude Bailey
  - b. Athletic Committee
  - c. Campus Projects
    - Tony Rafalowski
  - d. Compensation
    - Lisa Matlock
  - e. Disclosure Review
  - f. Diversity

- Emily Fortner
- g. Publications
  - Sara Youngerman
- h. Retention
- i. Safety
  - Becca Rhea
- j. Student Aid & Awards
  - Larry Gunderson

A faculty member raised discussion regarding the potential need to wait for committee assignments pending Dr. Hamilton's review due to potential for changes, and discussion was also raised that several members were absent. It was posed that this issue be revisited at the October meeting.

## 2. Bookstore Consolidation

Tony Rafalowski informed the committee that text book costs are becoming an increasing burden on students. A task force was created by TBR to look at negotiation with publishers for purchase of bulk quantities at a lower cost. Due to concern regarding potential limitation of academic freedom, Tony Rafalowski relayed a discussion with Dr. Shulte in which there was no denial of TBR intent to limit text book choices through this action. The issue was later discussed with Dr. Bailey and that no policy has currently been put in place to limit choice of textbooks, and an assurance has been given that Dr. Bailey would oppose any such restrictions.

In committee discussion, a faculty member shared that this has happened at area high schools in ag science classes with less respected, less valuable texts being recommended. All members unanimously agree that this issue is of interest to the council.

Other bookstore concerns were raised regarding text book issues. One faculty member reported that a member of her division created email with all pertinent textbook information and sent it to the bookstore. The bookstore has ordered wrong textbooks for the concerned class twice at this point, and students were without textbooks at the time of their first exam.

Another faculty member reported sending book requests to the Dean and to the bookstore so there is apparent confusion regarding the ordering process exists among faculty. If this is the process, it is potentially less valuable use of time for both faculty members and deans. All members agreed that there is a need for consistency and an understanding of the process, and it was suggested that the council consult Dr. Camp at the October meeting.

A faculty member also shared that issues of wrong editions and insufficient numbers of editions of textbooks have resulted in changes in exam dates and this impacts student learning. After discussion of an apparent ongoing problem, the council members agreed to poll constituents to assess bookstore issues, problems regarding textbook issues, and other faculty issues. If determined an ongoing problem, the council will alert Mr. Horace Chase.

## 3. Grading Policy

Tony Rafalowski informed the committee that Dr. Bailey has raised a proposal for a standardized numeric grading policy. A standardized 7 point scale of 93-100 would constitute an A under the proposed scale, but this would not mean that a faculty member would be restricted from using a 10 point scale of 90-100 being an A in a particular course. It would mean that an instructor could not be more restrictive such as requiring a 95-100 for an A in the course. However; language would be added to allow for programs with an appropriate scale for meeting the professional accreditation/ state board requirements as specified. The committee will monitor this development.

#### 4. Class Schedules

Tony Rafalowski reported Dr. Hamilton came from an institution using a MW/ TR schedule with Fridays blocked for 3 hour classes. Dr. Bailey shares this would meet some needs with regard to scheduling labs and meetings. The change may also help meet the need for weekend classes which working adults may require. This could be important with regard to anticipated changes in our student population which may be spurred by TN Reconnect. The committee will monitor this development.

#### 5. Policies on Faculty Development, Distance Learning Updates, and Dual Enrollment

Tony Rafalowski reported there is concern regarding handling of funds for academic development. It was suggested by members of the committee that the chair ask for written guidelines for use of funds. A faculty member suggested that the committee should also request written guidelines and/or policies for faculty compensation for updates to distance learning courses and to dual enrollment policies.

#### 6. ADA Accommodations

A faculty member shared faculty concern regarding difficulty in providing resources to meet the learning needs of a sight impaired student when showing videos in class. After a meeting with several members of their division with Linda Nickell, ongoing difficulties continue with regard to meeting student accessibility needs for voice descriptive services. The committee recognizes the need for such services and support in order to meet ADA requirements at the college. It was stated in further discussion that knowledge of closed captioning resources would be helpful in meeting student accommodation requests in courses such as Intro to Film and in other courses when accommodations require provision of notes to students. Since a quorum was lost, no motion was heard so the issue will be carried forward for discussion at the October meeting.

September 7, 2017 meeting adjourned 4:40 PM.

*Dama Cooley*

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Dama Cooley, Secretary

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Anthony Rafalowski, Chair