

JSCC Faculty Council Meeting Minutes September 13, 2019

The Faculty Council met Friday, September 13th at 9:00 a.m. in the Health Sciences Building, Conference Room 111

Present: Roger James (for Benjamin Lawrence), Lauren Bryant, Ben Jeter, Tammy Prater, David Hart, James Mayo, Lisa Matlock, Pete O'Brien, Anna Esquivel, Becky Fisher, and Candyce Sweet.

New Business

1.1 Review of August Meeting Minutes

Minutes from the August 23rd meeting were reviewed and a motion to approve with minor changes was made, seconded, and carried unanimously.

1.2 Election of Executive Council

The floor was opened for nominations for Executive Council, beginning with the position of chair.

Candyce Sweet was nominated and accepted the nomination.

Before voting on the nomination, members of the council debated eligibility requirements for serving as chair. We discovered that there are currently two versions of the constitution available to faculty and discussed which version should be followed.

Because our invited guest showed up during this discussion, a motion was made to table the discussion until after the guest presentation. It was then seconded and carried unanimously.

1.3 Adjunct Pay Clarification Presented (Amy West)

Amy West was invited to clarify the discrepancy between the adjunct pay raise and inequity that arose in instructor pay. She explained that the state mandated that each institution in the TBR system set aside 0.64% of the budget as a special initiative to address adjunct pay, after a June 2019 board meeting approved the increase. Jackson State was approved to use a slightly higher percentage to increase the raise to \$600 per credit hour. That increase did create a discrepancy in pay such that, according to the current pay scale, some full-time instructors who do not have Master's degrees were still being paid at \$550 per credit hour for overload pay at adjunct rates.

West noted that of the other system colleges she reached out to, six reported that they did not adjust overload pay increases across the board, because all of the allotted money from

the initiative went to increasing the pay for adjuncts. She noted that faculty at other schools have voiced concerns about the inequity for instructors.

The issue of discrepancy in overload rates will be addressed in the upcoming revision of the compensation plan. Dr. Hamilton has set aside \$40,000 for a consultant to help with the revision. Campus input will be solicited. The college will present the new compensation plan at the March 2020 board meeting, to be approved in June and effective in fall 2020.

West stated that there was a salary freeze after the COLA this year and that we are not indexing scales for 2019/2020. She noted that we are the only schools that index our salary schedules every year. Council noted that the up-to-date 2018/2019 salary scales are not posted on JWEB. West said she would have Victor Garcia post the updated schedule.

West also stated that she would send to executive council the salary schedule history since 2007 and historical data from across the state. **Those reports are included in an addendum to these minutes.**

It was noted that there are currently 18 associate professors with 15+ years who are being paid under 88% of their target rate.

1.2 Election of Executive Council (Revisited)

A motion was made to operate the election under the 2016 ratified faculty council constitution. The motion was seconded and carried unanimously.

The nomination on the table was temporarily withdrawn in order to consider the eligibility of new members to the council to serve as Executive Council members.

A motion was made that, given the fact that the faculty constitution makes no provision for special elections, any sitting member shall be eligible for office of chair or vice chair under these special circumstances. The motion was seconded the motion and the motion carried unanimously.

Candyce Sweet was nominated for the office of chair. Her nomination was seconded and she won by acclamation.

James Mayo was nominated for the office of vice chair. His nomination was seconded and he won by acclamation.

1.4 Course Release for FC Chair

A concerned faculty member brought it to council's attention that the current faculty council chair will not be provided a course release this semester. How will the chair be compensated for their work on council?

A motion was made that the Executive Council seek clarification from the VPAA about course releases or compensation for FC chair. The motion was seconded and carried unanimously.

1.5 Faculty Focus Group with Dr. Hamilton

It was communicated to council that this faculty focus group will be informative and may not allow for a lot of time for discussion, so council created a list of most pressing items to discuss with her during the focus group. The agenda items included: DEI/bookstore issues, accessibility, consistency with workload and the application of policy related to the deans, and consistency with how information is being distributed to faculty.

1.6 Faculty Handbook and Constitution and By-Laws Revisions

Council agreed that we should revisit the work temporarily halted on the Faculty Council Constitution and By-Laws and the Faculty Handbook. Anna Esquivel will reach out to the Constitution and By-Laws work group and update the council about the committee's progress at the next meeting. James Mayo and Tammy Prater will resume work on the handbook.

1.7 Standing Committee Assignments

Melissa Lyles requested that council populate committees that need faculty council representation for the 2019-2020 academic year. The representation is as follows:

Assessment of Administrators: Ben Lawrence
Campus Projects: James Mayo
Compensation: Lisa Matlock
Diversity: David Hart
Faculty Development: Lauren Bryant
International Education Fee: Tammy Prater
IRP Lottery: David Hart
Student Aid and Awards: Ben Jeter
TAF: Pete O'Brien

1.8 Distance Education Committee Structure Suggestion

Dr. Bailey requested a proposed structure for the reactivated Distance Education committee. The council agreed that the committee should be the faculty's voice in concerns related to distance education and that the representation be proportional to the divisions across campus. The proposed structure, to be sent to Dr. Bailey, was as follows:

Distance Education Committee Membership

One representative from the BUS/CIS/IT or Allied Health
One representative from Nursing
One representative from Communication and Humanities

One representative from Math & Natural Science or Social & Behavioral Sciences
One representative from the Faculty Council
One ex-officio member from Distance Education
2 at-large faculty members who are currently developing, redeveloping, or maintaining online courses

We will request that Dr. Bailey charge Melissa with populating the Distance Education committee this semester.

1.9 Soup and Chili Fundraiser Support

Classified council has asked for support for their annual Soup and Chili fundraiser, benefiting the NEST, which will take place on Monday, October 21st. The classified council requested that we ask our constituents to volunteer to help in any capacity either the day of the fundraiser or prior. Council has agreed to send information about volunteering for the fundraiser to our constituents.

Old Business

2.1 Tenure/Promotion Candidates Meeting

Executive council reached out to Dr. Bailey about the lack of communication regarding tenure and promotion so far this year. Dr. Bailey responded that the list for promotion/tenure has been submitted to and verified by the deans. Dr. Bailey is in the process of scheduling a meeting with faculty who are eligible to discuss the process and provide information to them.

2.2. Withdrawal Survey Update

Executive council requested that the process of sharing data obtained from the survey that names a specific instructor or staff member be changed so that that information is not shared with any office on campus. Feedback on the Withdrawal Survey does not meet the qualification of a formal complaint and thus should not be handled as one.

Dr. Bailey responded that this request would need to be made to the President for consideration, and he advised council members to discuss it when the focus group meets with her later this month. He noted that he would support a change that assured instructor feedback solicited by the survey would only go to the instructor involved.

2.3 DEI—Comments to Dr. Bailey

Council requested from Dr. Bailey the official membership of the DEI Task Force, including the Task Force lead. Dr. Bailey responded by clarifying that Dr. Hamilton had requested that he lead a Task Force due to the DEI initiative originating and operating at TBR out of the TBR Office of Academic Affairs.

He provided the list of members of DEI Task Force. **That list is attached as an addendum to these minutes.**

Council members solicited feedback from their constituents about the DEI rollout. There were reports that the DEI could potentially have a positive effect if the bookstore and Follett provided clarity, guidance, and resources, but there was agreement that the implementation was poorly handled and was not entirely the fault of Follett.

Council suggested soliciting more information about the DEI rollout from their constituents and adding them to future council meeting minutes. An email will be sent to Dr. Bailey to advise him that Candyce Sweet will replace Anna Esquivel as the faculty council representative on the DEI committee.

2.4 Accessibility Information Update

Lauren Bryant, who represents council on the Accessibility committee, reported that the committee recently met. It was clarified by that committee that Linda Nickel and Patrick Davis are the campus Accessibility officers. Several work groups formed out of the committee focusing on aspects of accessibility such as training, resources and research, and policies, plans and procedures. Bryant is on latter subcommittee and reported that they have been tasked with creating a campus-wide policy for accessibility that included a responsible office. The committee also brought up the possibility of hiring someone to be responsible for accessibility on campus.

In the last meeting a formal motion was made to ask Dr. Bailey for a clear plan leading up to the Nov. 15th deadline with specific instructions for Faculty on how to conduct the accessibility audit. **That timeline is included in an addendum to these minutes.**

Other Discussion Items

3.1 President's Cabinet Report

Anna Esquivel reported several items from the President's Cabinet. Dr. Bailey updated the cabinet on the status of committees and reported that he will be reaching out to deans to populate the Review of General Education task force. He is also working on a THEC initiative to streamline the pathways from high school to TCATS to CCs to universities.

Dr. Hamilton explained that the policies and procedures review at the TBR and campus level are coming to a close. Beginning July 1, 2020, the office of IR will manage policies and procedures.

At the upcoming quarterly TBR board meeting the board will vote on the revised academic freedom policy. Hamilton wanted us to be aware that the campus will have to develop their own academic freedom policy in alignment with the TBR policy.

Tim Delinger reported that the HVAC in McWherter will undergo maintenance, leading to closures in that building in two phases over the next two years.

Bobby Smith noted that Lindsey Tritt should serve as a fundraising resource for our students clubs and organizations.

Amy West reported that the NEST has established a partnership with RIFA, so that RIFA will now provide regular installments of resources for the NEST. She stated that she is planning to organize ongoing volunteer opportunities at RIFA for faculty, staff, and students as part of this new partnership.

West also reported that the annual benefits enrollment period is approaching, and there are no plan or premium changes of note, except to those of retirees.

She also reported that the open Nursing position was not filled, so that position will be reposted in October with the hopes that someone will be hired in January. The instructional librarian position search is still ongoing.

3.2 Report from the Dean's Council

Dean Grooms sent her updates via email. She noted that we should be aware of changes made in the new tenure and promotion policies at the TBR level. She reported that the deans are focusing on SLOs. TBR has asked Jackson State to submit names for the General Education reform task group.

A motion was made to adjourn at 12:49 p.m. The motion was seconded and carried unanimously.

Respectfully submitted,

Anna Esquivel
Faculty Council Secretary