

JSCC Faculty Council Meeting Minutes March 27, 2020

The Faculty Council met Friday, March 27th at 12:00 p.m. via Zoom.

Present: Lisa Matlock, Becky Fisher, Ben Jeter, Tammy Prater, Anna Esquivel, David Hart, Benjamin Lawrence, Lauren Bryant, Candyce Sweet, James Mayo, Karolyn Smith, Pete O'Brien, and Vivian Minton.

New Business

1.1 Review of February Meeting Minutes

Minutes from the February meeting were reviewed and a motion to approve was made, seconded, and carried unanimously.

1.2 Next Council Meeting

The next meeting will be held on April 24th at 12:00 p.m.

1.3 Report from Academic Council

Report was tabled until Vivian Minton could join the meeting.

1.4 Reports from Committees

Faculty Compensation Committee

The committee met virtually last week. Previous questions the committee posed at the last meeting, such as capping out experience and starting at minimum, have been addressed in the document created by the firm. The terms "minimum" and "target" are not mentioned in the document; compensation charts have been revised. Council representatives from the committee will ask Tim Dellinger if the slides and the salary schedules that were presented in the meeting can be forwarded to faculty council. The committee did not raise objections to the proposed salary schedules or revisions during the meeting.

The committee reported that Jackson State faculty salaries are mid-point in state. It was stated that it would cost the college \$330K to bring faculty pay in line with the revised salary schedule. To bring all employees campus in line with the revised salary schedules would cost \$1.1M.

It has been requested that council take on responsibility for the following issues related to ongoing salary/employment issues:

- Ensuring that performance reviews are considered when employees are reclassified and addressing how new hires' work experiences are calculated for starting pay.
- Inquire about the HR director's position in the organizational chart. One council member reported that, across the state, most HR directors answer to the college's VPFA. Council should address the flattening of the organizational chart; suggesting a consideration of a diversity of positions, like other colleges in the system.

There is not likely to be an opportunity for extensive feedback on the new salary plan. Council should be vigilant about monitoring the development and implementation of protocols for the new salary plan.

Teaching and Learning Committee

Dr. Bailey asked members of the Programs of Excellence to convene with the faculty and administration who have been involved in the TBR Teaching and Learning initiative and to discuss the potential development of a Teaching and Learning Center. The group agreed to conduct research into the formation of such a center and tasked itself with reading some of the current literature on Teaching and Learning. Sylvia Rowe volunteered to create a library guide for the group.

Withdrawal and Attendance Committee

The committee planned a meeting but its activities are currently on hold due to the campus closure. Dean Minton reported that there has been some discussion about changing dates for advising. She also reported that there are currently two different forms for withdrawal. She suggested council consider encouraging faculty input on one withdrawal form that includes feedback to better help with decisions about withdrawal and financial aid. She also suggested that the form be fillable and available online.

Distance Education Committee

The committee had nothing to report because they are waiting on information from the Online Quality Council, which has not met yet this calendar year.

1.5 Course Catalog

Jennifer Cherry has requested that faculty review sections of the course catalog for which they are responsible and submit changes to her by April 17th.

Council was reminded that there is a section in the catalog about attendance. Any revisions to this section should be addressed in the Withdrawal and Attendance committee.

1.6 Elections

Newly elected council members will be invited to the April meeting, during which elections for the Executive Council will be held.

Council discussed voting eligibility. Our current constitution is ambiguous but the precedent is that only those who are on the council for the upcoming year can vote for their officer. The Council agreed to maintain that protocol.

The date of graduation has typically signaled the transition of council representatives. While we will not have graduation this year, it was suggested that we keep recognize the May 9th calendar date for this transition. The new council chair will need to be active during the summer, so Candyce Sweet will prepare a report for the next council at the end of this spring semester.

James Mayo reported the results of the Faculty Council election. The new 2020-2021 Faculty Council representatives are:

Liz Mayo – Communication and Humanities

Justin Curtis – Math and Natural Sciences

Jane David and Stacey Dunevant – CIT/Health Sciences

Cynthia Roberson – Nursing

Kim Benson and Bob Raines – At-Large

Council discussed whether deans should be able to vote for council representatives. The newest version of the constitution does not list a dean position on the council. It was suggested that having administrators in the room may make members uncomfortable. It was also explained that by TBR definition, faculty status is maintained upon moving into an administrative position.

Action Item: Council will ask their constituents if they would like to make clear in the constitution whether or not deans should vote for council representation.

1.7 Faculty Council Awards

There will be no Awards Luncheon this year. James Mayo will send out a reminder to faculty that the deadline for nominations is April 10th. Plaques will be distributed when faculty return to campus.

1.8 Student Course Evaluations

Bailey has decided that Instructor and Dean evaluations are cancelled for the spring semester. To ensure that this decision and the reasons for it were recorded and communicated to the new president, an email memo was sent to Dr. Sisk, cosigned by Candyce Sweet on behalf of the council.

Faculty discussed issues related to the validity and use of IOTA evaluations and faculty evaluations with Deans. It was suggested that faculty council initiate a revision of the evaluation checklist, since the one we have is not current.

Action Item: Council will ask their constituents how they believe evaluations should be managed and how they should be included in our work evaluations with Deans.

1.9 TBR Subcouncil Update on Concealed Gun Carry Laws on College Campuses Tennessee

This item was tabled until later in the meeting.

1.3 Report from Dean's Council

- Registration and withdrawal: Open registration date has been moved to July. Only online classes will be offered during May.
- On the late-withdrawal form currently in use, there is a note about "other extenuating circumstances." There needs to be a text box to accompany that note so that we can gather more information about those circumstances.
- The college is not extending the withdrawal and drop dates, but we can extend the incomplete date.
- Academic Council has been primarily concerned with issues regarding servicing and contacting students. Each week, we need to make Student Services aware of which students need to be contacted if they are having problems.
- It was noted that the pandemic and campus transition to online may mean that we can anticipate a need for more online classes in the future.

1.9 TBR Subcouncil Update on Concealed Gun Carry Laws on College Campuses Tennessee

Candyce Sweet shared the Resolution Opposing Legislation Legalizing Concealed Gun Carry by Students on University Property written by the Faculty Senate and of Chattanooga State Community College. The full resolution can be found in Appendix A of these minutes.

Old Business

2.1 Faculty Handbook and Constitution and By-Laws Revisions

Ben Jeter has been comparing policies in the handbook with TBR policies. This process is currently on hold until he can access these documents on his campus computer.

Council will continue work on the handbook through the summer so that it can include the new president's signature.

When the most recent draft of the constitution and by-laws was sent to faculty for feedback, there was no response. The Math and Natural Sciences faculty will be

re-pollled regarding their requests to separate the Math and Natural Sciences representatives for the purpose of faculty representation.

Council also suggested that faculty council talk to our constituents about how to improve the reputation of faculty council. Some faculty are reluctant to serve, so it is important to understand the perceptions of faculty regarding council.

One suggestion was made that Council send the meeting minutes directly to faculty after approval with highlights and noteworthy information from the meeting as a way to better communicate the important work of the Council. The suggestion was well-received, and Anna Esquivel will distribute the February minutes to all faculty via email.

Council continued to discuss the topic of having Dean representation on Council. Some members suggested that faculty have a non-voting seat on Academic Council in order to establish more seamless communication between the two Councils. One member suggested that some decisions are being made in Council without adequate faculty input, and a non-voting seat on Academic Council may help to rectify this issue.

A motion was made for Vivian Minton to relay to the Academic Council our suggestion that Faculty Council have a non-voting position on Academic Council. The motion was seconded. There were 10 yes votes; 2 members abstained. The motion carried.

2.2 Presidential Search

The presidential search was suspended due to the pandemic, so Council has been asked to consider how we would like to move forward with meetings that have been rescheduled for the week of finals, May 4-6. We have been asked to consider if we would prefer to meet with the candidate in person in groups of less than 50 (Social Distancing Option), meet virtually in a town-hall forum (Virtual Option 1), or meet virtually with small-group Zoom meetings including a one-on-one with Faculty Council (Virtual Option 2).

The Council chose Virtual Option 2. Candyce Sweet will forward our preference to the search coordinators.

A motion was made to adjourn at 2:58 p.m. The motion was seconded and carried unanimously.

Respectfully submitted,

Anna Esquivel
Faculty Council Secretary

Candyce Sweet
Faculty Council Chair

Appendix A

Resolution Opposing Legislation Legalizing Concealed Gun Carry by Students on University Property (HB 2102 and SB 2288) By The Faculty Senate Of Chattanooga State Community College

Whereas the Faculty Senate and Professional Staff Association of Chattanooga State Community College are concerned about campus safety, and the welfare of students, faculty, staff, and visitors to our campuses, and

Whereas students, faculty, staff, and visitors are occasionally exposed to threats and retaliation from disgruntled or disturbed individuals, and

Whereas the knowledge that individuals could be carrying concealed weapons could increase tension and potential danger in such situations, and

Whereas weapons can be a threat to academic integrity, and

Whereas colleges and universities need to retain the right to self-governance, and

Whereas more guns would probably result in more fatal suicide attempts, a particular concern given the fact that Tennessee's rate of suicide (16.87 per 100,000 residents) is higher than the national average (14.2 per 100,000), and that over 50% of suicides are caused by firearms, and that college students are particularly vulnerable,¹ and

Whereas by facilitating the escalation of disputes into violent and perhaps fatal confrontations, allowing guns to be carried by students on campus would increase the risk for gun-related accidents and violence both on campus and in surrounding communities, and

Whereas in the event of an attempted mass shooting, armed students who are not trained in how to respond in such a crisis, could open fire and injure or kill people, and

Whereas university and municipal police forces are the appropriate institutions and individuals to handle events of violence,

Now Be It Therefore Resolved that the Faculty Senate and Professional Staff of Chattanooga State Community College oppose allowing students the right to carry concealed weapons on campus as advocated in bills introduced into the Tennessee General Assembly as HB 2102 and SB 2288.

¹ These statistics come from the American Foundation for Suicide Prevention.