

JSCC Faculty Council Meeting Minutes February 11, 2021

The Faculty Council met Thursday, February 11th, at 3:00 p.m. via Zoom.

Present: Lauren Bryant, Tammy Prater, Liz Mayo, Bob Raines, Karolyn Smith, Cynthia Roberson, Kim Benson, Anna Esquivel, Jane David, Ben Lawrence, Stacey Dunevant, and Justin Curtis. Visiting Faculty: Emily Fortner and Barbara Brewington.

Welcome and Call to Order

1.1 Next Meeting

Faculty Council will hold the next meeting on Friday, March 19th, 2021, at 11:30 a.m. via Zoom.

1.2 Approval of Minutes

Minutes from the January meeting were reviewed and a motion to approve with minor edits was made, seconded, and carried unanimously.

1.3 Announcements

Chat with Dr. Pimentel Friday at noon.

1.4 Reports from Committees

Commencement Committee

- Discussed whether to have in person or virtual and what will that look like.
- They want to make an announcement as soon as possible about commencement plans.

Faculty Development Committee

- Have not met but have had some requests for funding.
- Please ask people in your divisions to send in proposals. There is money available in the account that needs to be spent by the end of the semester.

Distance Education Committee

- Have not met but got a detailed email from Jennifer Reaves. Should be meeting next week.
- Dr. Bailey wants DE committee to come up with an Elearn template to standardize file placement in course shells.
- Considering whether or not to use a student progress bar so that students can use the bar to keep track of their progress.
- OIT is working to embed Office 365 in Elearn which would allow students to access all of their email in one email address.

- Honorloc and Biosig will be discontinued at the end of spring. We will use proctoring through Respondus.

International Education Committee

- Some summer programs have been cancelled.
- Committee hopes to create France-themed programming in late spring.

General Education Committee

- We completed the process of reviewing/revising the TBR-Wide statement of purpose for General Education.
- Campus committee is between projects but Abby has been meeting with TBR Gen Ed group.

English Department

- The department has submitted a proposal for a new Learning Support paradigm which we hope will increase success and retention in these gateway courses.
- The proposal is currently being reviewed by Dr. Pimentel and Dr. Camp is configuring the corresponding Fall schedule.

ATD Core Team

- Reported on the English LS.
- Discussed areas that need improvement.
- ATD conference will take place virtually this month.
- Will be meeting with the team in March.

Women's History Month

- Unconscious Bias Training will be offered in March.
- Some programming has already scheduled but additional program proposals should be directed to Liz Mayo.
- The Human Rights Club is hosting a feminine products drive-through collection event for the NEST, in conjunction with public campaign about the Pink Tax.

Pandemic Response Team

- Positive COVID-19 numbers are down on campus.
- HVAC air purifiers are being installed in campus buildings.
- Jackson State hopes to be a vaccination site.
- An extensive list for CARES funds was submitted to the PRT.
- The campus is hoping to get back to "new" normal this fall. We need good advising for students to make choices about the types of courses they should take, and we should add Zoom centers on campus to accommodate student access to Zoom and online courses.

TBR Subcouncil

- Met this month. Liz will share more details in agenda items below.

New Business

2.1 Required In-Person Student Attendance

- On January 13-14, a nursing team met with Dr. West-Sands about students being required to be on campus. There was concern that students were not made aware of alternative accommodations if they had COVID concerns.
- When Dr. West-Sands did not provide a satisfactory answer, a representative from nursing asked Dr. Bailey if TBR was aware that students were not provided information about accommodations.
- When Dr. Bailey did not respond to the representative, they asked Dr. Pimentel who said that he was not aware that students were mandated to be on campus. After a PRT meeting, Dr. Pimentel emailed the representative to clarify that students do not have to come to campus if they choose not to.
- Concerns were raised by some nursing faculty they were required to work longer hours to proctor split classrooms for COVID distancing. However, these were being counted as office hours rather than load hours. This made it difficult to find time to get work done that is normally completed during office hours.
- A representative of the nursing faculty asked if it would be possible to get a copy of their load hours, but Dr. West-Sands said that could not be provided.
- **Action Items:** Liz will ask Dr. Bailey to email students about having the choice to meet via Zoom and then, separately, draft an email of concern ask for a meeting with Dr. Bailey, the Executive Committee, and a member of the Nursing staff. *Nursing reps later said they were not comfortable being in this meeting so this did not occur.*

2.2 Attendance Reporting in Flex Classes

Student notifications in the Elearn app were being pushed out at 1 am but that has now been changed to 1 pm.

2.3 TBR Gen Ed Purpose Statement

As reported early, the committee reviewed and revised a TBR-wide General Education statement of purpose and voted on its adoption.

2.4 Hanover Campus Climate Survey

Hiring Hanover to conduct a campus climate survey was a priority for Dr. Pimentel, since we have only one person working in the data office. Please encourage constituents to take this seriously and complete this survey.

2.5 Student Surveys

Students will be sent a survey asking for their course delivery preferences. Please make sure your constituents encourage students to take that survey.

2.6 Emailing in Elearn

- Email came out from Jennifer Reaves, our Faculty Fellow for Distance Education, requesting faculty to use Elearn email exclusively for emailing students.
- Several people voiced concerns about using Elearn email with students.
- This was not a decision made in corroboration with the DE committee, which is concerning.
- Liz will ask Dr. Bailey to clarify the relationship between DE committee and the Faculty Fellow position.

Old Business

3.1 Faculty Handbook

- Tammy and Anna entered completed the revisions. Victor created a webpage for our review. We sent revisions back to him to process on the website.
- Changes to the wording in the faculty resources section was suggested. Jane will ask Linda Nickell to help with those changes.
- The handbook will be included on the agenda for March so we can review the website before it goes out for voting.

3.2. Alternative Class Schedules (7 and 7)

- Liz sent faculty council documents regarding 7 and 7 class schedules.
- Dr. Pimentel said that while this scheduling obviously will not work for all courses/disciplines, “if you say your class can’t be taught in seven weeks we better not see it in the summer schedule.”
- At Faculty Subcouncil, one person commented that “Faculty should push back at all costs”
- Concern has been raised from colleagues in Math and Science
- There is a tendency for high faculty burnout but good student outcomes
- There is worry that this works for high-income students but not low-income
- Will this require more staffing?
- There was no shared governance in this decision at Chatt State, but some minds were changed when they saw outcomes data.
- Health Sciences were not included in the 7/7 at Chatt State’s transition to 7/7.
- A 7/7 schedule is not likely to happen in fall, but we need to be part of the conversation.
- Liz will ask when the fall schedules are supposed to be solidified.

3.3 Faculty Evaluations

- Anna, Kim, and Justin will represent faculty council on the new committee set up to review the Faculty Evaluation process. Liz sent that information to Bailey.
- Three reps from faculty at large will be included.
- We need to catch up with sister institutions and transition to digital portfolios
- We hope to use the Digication platform for digital portfolios. Tammy requested that we begin using the program this summer for T and P portfolios but that did not materialize.

3.4 Compensation Plan

- Staff are concerned about human resources being the sole campus representation on this committee working with the firm.
- Staff are going to be sent a questionnaire that will ask them to report on their daily responsibilities. These questionnaires will be used to design “accurate job descriptions”.
- Decisions and documentation will have to go through President’s Cabinet.
- If we have any other specific concerns to carry forward, let Liz know.

A motion was made to adjourn at 5:17 p.m. The motion was seconded and carried unanimously.

Respectfully submitted,

Anna Esquivel
Faculty Council Secretary

Liz Mayo
Faculty Council Chair