



Faculty Senate

801 Campus Drive

Nicole Dick —President
Perla Salazar —Vice President
Seth Kristalyn – Secretary
Liz Tharman – Senator
Larry Jenkins—Senator
Susan Ortega —Senator
Brian McCallum —Senator
Courtney Morris —Alternate

FACULTY SENATE MINUTES

Date: 9/27/2019 at 2:00pm

Location: JOYC 1404

- A. **Call to order:** 2:06 PM
- B. **Present:** Larry Jenkins, Courtney Morris, Seth Kristalyn, Liz Tharman, Jamie Durler, Phil Hoke, Perla Salazar, Nicole Dick, Brian McCallum
- C. **Absent:** Susan Ortega
- D. **Program Highlight:** Jamie Durler, Director of Instructional Design and Canvas Administrator, presented on her role at GCCC. She has been working on identifying needs and gathering information. Going forward, Jamie will handle Canvas for faculty members, and Vicky Reyes will handle Canvas for students. Jamie will be working with the Distance Learning Committee to look at policy and practice for distance learning such as who has access to courses and the responsibilities of those who design or copy courses. She encouraged faculty to use Slack. She discussed one of the biggest challenges we face is carving out our own space in online education with the need to offer something substantial, different, and in-demand. She'll be working with faculty to look at better integrating technology into Canvas and developing new models for course design such as courses that embrace community and diversity. Since teaching online requires different skills than face-to-face courses, she would like to see faculty work together to design courses, but this will bring up a larger discussion about how to compensate individuals for this work. She stressed the need for online teaching to be done personally and not just as frontloading classes and letting them run themselves. She would also like to look at online degree options at the program level and at continuing education opportunities online as well.
- E. **Approval of minutes:** The minutes from the September 13th meeting were reviewed and approved with corrections to attendance and clarifications.
- F. **Report from College Council**
 - a. 9/18/19: Phil went in place of Nicole. Phil reported they discussed enrollment and setting goals and targets for enrollment. Dr. Ruda suggested a recruiting committee and a retention committee which would include faculty, staff, and student representation. Phil reported discussion on how the census works: If a student lives on campus they count as a Finney County resident even if they are out of state. College Council also discussed the Sex Offender Notification policy as a required component of the Clery Report. They also

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discussed a new Policy on Volunteer Coaches but no action was taken. The discussion centered around community members who volunteer and the requirements of background checking with regards to the longevity of the volunteer position. Phil shared the policy on New and Revisions to Existing Policy with regard to Faculty Senate's role with new policies and changes to policies. Marc will talk with Faculty Senate in the future in order to more clearly determine this role. Everyone was reminded about the Centennial Celebration. Phil reported that a section of policy is reviewed every year and this year personnel policy is being reviewed. After discussion, it was decided that changes can be looked at once the whole review process is complete rather than as each change arises. Phil reported that Kids College has been funded. No committee has been formed but one will be formed in relation to this. Faculty is encouraged to think of ways to help and assist with Kids College. College Council's next meeting is October 9th.

G. Report from Board of Trustees

- a. The Board of Trustees did not meet since Faculty Senate's last meeting.
- b. The next Board of Trustees meeting is scheduled for October 8th.

H. Old Business

- a. Committees
 - i. Calendar Committee: It was determined that the President or Vice President of Faculty Senate must be on Calendar Committee along with one other Senator.
 - ii. The Developmental Education Committee will have its first meeting October 3rd at 3:30.
- b. Meeting with Dr. Ruda
 - i. Nicole, Perla, Phil, and Seth met with Dr. Ruda and Marc Malone. Building lunches will start in Spring 2020 with more information to come.
 - ii. The rest of the meeting is contained in New Business as reported to and discussed by the rest of Faculty Senate.
- c. Meeting with HR
 - i. Nicole met with Kellee on September 19th.
 - ii. Faculty Onboarding: Nicole reported back that it went better this semester but that Kellee is working on making it better. She requested more feedback from faculty on faculty onboarding.
 - iii. Faculty Handbook
 1. It was determined that Faculty Senate would reinstate the process of creating a Faculty Handbook to be kept on Canvas under Faculty Policies and Procedures.
 2. In order to create a Faculty Handbook, it was determined that instructional policies need to be reviewed first. Overall, Faculty Senate and faculty members should work together to make it.
- d. Learning Communities: Liz conducted a tour of the Cadaver Lab which went well with several people in attendance. The next Learning Community will be in October and will consist of a campus tour with Alexis Saenz. November's Learning Community will be about AVID. For December, Shelli Lalicker is working on a something Christmas related. Faculty Senate decided to give a thank you give those who conduct Learning Committees.
- e. By-laws
 - i. Faculty Senate made corrections based on gathered information.

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- ii. Seth will clean up the bylaws and have them sent out to Faculty Senate for review before they are distributed to faculty members for review.

I. New Business

- a. Jacque's position: During their meeting with Dr. Ruda, Faculty Senate officers discussed how the Vice President of Institutional Effectiveness and Accountability role would work going forward after Jacque's departure. Dr. Ruda followed up this discussion by sending employees an email detailing that the position would be filled but as a Dean rather than a Vice President. He assured us that GCCC is just as committed to institutional effectiveness and accountability as it has been. Faculty senate discussed whether the position should be a Dean or Vice President level position.
- b. Policies
 - i. Long Term Sub Policy: Faculty Senate discussed how the current policy only covers short term substitution. Nicole requested that Faculty Senate read over the Faculty Substitute Pay Policy for discussion during next meeting.
 - ii. Review Instructional Policies First ten for next meeting
- c. Scheduling
 - i. Guidelines from Marc: Marc sent out guidelines and we were all encouraged to discuss concerns with him. He stressed that they are a starting point to figure it out our path. Scheduling night classes has been restructured.
 - ii. Faculty Senate discussed a concern brought by a faculty member over having a ten-minute passing period between classes rather than five. The concern was over students not having enough time to do anything other than get to their next class. Faculty Senate discussed the impact a potential change would have on seat time and scheduling.
- d. Budget spending
 - i. Faculty Senate discussed a concern brought forward by a faculty member about the budget and spending. It was determined that more detail budget information is available through the Board of Trustees webpage.
- e. Campus Wide Assessment Survey Results for Faculty Senate
 - i. Nicole asked Faculty Senate to look over the survey results to discuss during the next meeting.
- f. Website
 - i. Faculty Senate now has a page on the website where minutes are posted.
- g. GCCC BOT Election Forums – 10/17 at 7:30pm, City Administrative Center
 - i. Nicole encouraged people to attend.
- h. Role and Relationship between FS, GC3 Educators, and C&I
 - i. Faculty Senate discussed that faculty developed online courses and have not been compensated for doing this.
 - ii. Faculty Senate will reach out to Marc and GC3 Educators to set up a meeting to discuss this and the broader roles of each group within the college.
- i. Cengage
 - i. GCCC's contract with Cengage was for two years and ends Summer 2020.
 - ii. Dr. Ruda wants feedback for a decision by April 2020.
 - iii. Feedback should come from faculty and students. Faculty Senate discussed that this should be both formal and informal feedback. It was suggested that an

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open-ended question to faculty be used to create a more comprehensive survey.

- j. Faculty Senate's Professional Development Policy is just for Faculty Senate's purposes.

J. Joys and Concerns: A concern was brought forward that a student's degree requirements changed with the new catalog after they took a year off. Seth confirmed that minutes should be emailed to faculty as per the bylaws. The Professional Development Advancement Approval Form and the Professional Development Request form should be made available in the Faculty Policies & Procedures course on Canvas. Faculty Senate discussed the need for Exploration Day to be on the calendar sooner. Several members observed that the attitude on campus is improved and many people are looking forward to the Centennial Celebration. Jamie Durler has been a boon to the campus and SLAT and the Gen Ed Committee are working to have assessment tied to Canvas

K. Executive Session (if needed): Not called.

L. Next meeting: Due to Fall Break, Faculty Senate's next meeting will be October 25th at 2:00 in Joyce 1404.

M. Adjournment 3:47 PM