



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: 11/8/2019 at 2:00 p.m.

Location: JOYC 1404

- A. **Call to order:** 2:07 p.m.
- B. **Present:** Nicole Dick, Perla Salazar, Seth Kristalyn, Liz Tharman, Susan Ortega, Brian McCallum
- C. **Absent:** Larry Jenkins, Courtney Morris, Phil Hoke
- D. **Program Highlight:** None presented. Faculty Senate discussed whether to continue the practice of program highlights and which ones to highlight in the future. Options discussed were asking Ryan and Marc to provide updates on new or ongoing initiatives and asking SGA to present on what they've been working on.
- E. **Approval of minutes:** The minutes from the September 27th and October 25th meetings were reviewed and approved with clarifying corrections.
- F. **Report from College Council**
 - a. College Council has not met since last Faculty Senate meeting. The next College Council meeting is Wednesday, November 13th.
- G. **Report from Board of Trustees**
 - a. The Board of Trustees has not met since last Faculty Senate meeting. The next Board of Trustees meeting is Tuesday, November 12th.
 - b. Faculty Senate extends congratulations to newly elected members: Beth E. Tedrow, David Rupp, and Shanda Smith.
- H. **Old Business**
 - a. Spring Lunches with Dr. Ruda
 - i. Penka will go first in January. Fine Arts will go next in February.
 - b. Learning Communities
 - i. The next learning community will be over the AVID Cornell Note-Taking system with Dru on November 14th during lunch. Faculty Senate discussed whether this will be moved to the following week. Faculty Senate will send out reminders to faculty about the event.
 - ii. Shelli and Amy have started working on a learning community for December.

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- iii. Faculty Senate discussed options for spring learning communities including a tour of the vocational tech buildings and programs.
- iv. Perla will talk to Marc about providing a thank-you to people who conduct learning communities.
- v. Faculty Senate discussed strategies for increasing attendance at learning community events.
- c. Bylaws
 - i. Seth will send out the revised Faculty Senate Bylaws to faculty for review and feedback. All faculty are encouraged to read the bylaws and provide feedback by speaking with Senators, by email, or by attending the next Faculty Senate meeting.
 - ii. Faculty Senate will vote on approving the revised bylaws at their next meeting.
- d. Long-Term Sub Policy and GC3
 - i. Nicole met with Shelli and Renee to discuss the proposed Long-Term Sub Policy. GC3 Educators will work with the policy going forward as it intersects with the Negotiated Agreement.
- e. Reviewing Instructional Policies – Academic Dishonesty Appeal, Academic Appeal through Course Scheduling
 - i. Faculty Senate reviewed clarifying edits made by Instructional Council. No action taken.
 - ii. Faculty Senate discussed creating one universal policy for how all appeals function.
- f. Calendar Committee
 - i. Liz reported that Calendar Committee met and discussed when faculty need to report in August and January. Faculty Senate advised trying to align better with the school district and other colleges and universities.
 - ii. Faculty Senate discussed why spring semester is 16 weeks and fall only 15 weeks. Faculty Senate asked whether that extra week in spring could be taken out and allotted elsewhere to prevent having to return so early in January.
 - iii. Exploration Day was discussed with regards to if it should be an official day off of classes or up to instructor's discretion. Faculty Senate advised to maintain the way it was this year but asked for it be placed on the calendar prior to the start of the fall semester.
 - iv. Faculty Senate discussed whether classes should be canceled on Martin Luther King Jr. Day rather than Presidents' Day.

I. **New Business**

- a. Cengage Training
 - i. Faculty Senate has been approached about whether faculty would like more training in Cengage, and if so, what does faculty wish to have more training in? Jamie is conducting a discussion on Friday, November 15th over this.
 - ii. Faculty Senate discussed questioned whether Cengage still being evaluated or was it decided that we are continuing with it. Seth asked if we should wait to have trainings until we officially know we are going to use Cengage in the future.
 - iii. Faculty Senate suggested that training should be department/program specific.

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- iv. Jamie has offered to rework the Faculty Policies and Procedures shell on Canvas. Faculty Senate agreed that this was a good idea and she should go through with it.
- b. Campus Wide Assessment Survey Results for Faculty Senate
 - i. Faculty Senate questioned the usefulness of the data without a break down of it based on staff and faculty. They also discussed that putting “Neutral” responses with “I don’t know” responses results in the data being unclear.
 - ii. Faculty Senate discussed responding to the survey in some way to let faculty know what Faculty Senate’s purpose is, what it does, and to possibly respond to some of the comments from the survey.
 - iii. Brian motioned that based on the survey results that Faculty Senate should add a public comments section to our agenda moving forward. Liz seconded. Motion carried.
- c. Role and Relationship between FS, GC3 Educators, and C&I
 - i. Faculty Senate discussed the roles and relationships between the groups and determined that we have each begun to understand our individual roles better. As such, Faculty Senate is not worried about the relationship between the groups at this time and will revisit it in the future if questions or problems arise.
- d. Review Instructional Policies – Course Substitution and Waiver through Exams and Final Exams
 - i. Policies can be found at the new website by going to www.gccks.edu > About > About > Policies.
 - ii. All policies need to be edited to reflect the separation of Vice President of Instruction and Student Services into two separate positions.
 - iii. Course Subs and Waiver
 - 1. Faculty Senate advises that the policy should specify faculty and registrar involvement.
 - iv. Course Syllabus
 - 1. Faculty Senate advises that the policy reflect that syllabi are no longer email to the Dean.
 - 2. Faculty Senate advises that the policy specify that syllabus access will be provided by the first day of class rather than during the first week of classes.
 - v. Course Withdrawal Appeal Policy
 - 1. Faculty Senate advises combing appeals policies into one Academic Appeal Policy.
 - 2. Faculty Senate advises that the policy clarify which Vice President it refers to.
 - 3. Faculty Senate advises that the policy include clearer time frames.
 - vi. Credit for Prior Learning
 - 1. Faculty Senate advises updating the policy so that links within it work.
 - 2. Faculty Senate advises that the policy’s language is updated to reflect current usages.
 - vii. Credit Hour Basis
 - 1. Faculty Senate questioned how this policy is different from the Assignment of Credit Hour Policy and what it means.
 - viii. Curriculum Development

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1. Faculty Senate advises that the policy include SLOs language.
 2. Faculty Senate advises that the policy clarify what means when it says changes to course content must be approved by C&I.
 3. Faculty Senate advises that the policy say in Step 4 that it is mandatory rather than “it may be submitted.”
 4. Faculty Senate advises that Step 6 include Dean of Academics.
- ix. Disruptive Student Behavior
1. Faculty Senate advises that the policy should update its language to current usages.
- x. Equal Educational Opportunity
1. Faculty Senate questioned the vagueness of the policy and suggested that it should say the same thing as what we have on our syllabi.
- xi. Evaluation of Faculty
1. Faculty Senate advises that the policy refer back to the Negotiated Agreement as the policy text.
 2. Faculty Senate questioned whether this should be a policy if it is a component of the Negotiated Agreement.
- xii. Exams and Final Exams
1. Faculty Senate advises that the policy revise its language to say “Exams and Final Assessments.”
 2. Faculty Senate advises that the policy revise its language to say that final exams and assessments are “required for all courses” rather than “all students.”
- xiii. Nicole instructed Faculty Senate to read the Faculty Appointment Policy through the Internship Policy for next meeting.

J. Joys and Concerns: Brian announced that Fine Arts is working to create a Patrons of the Fine Arts group to help support Fine Arts in the community and on campus.

K. Executive Session (if needed): None called.

L. Next meeting: Friday 12/6/19 at 2 p.m.

M. Adjournment: 3:47 p.m.

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