

FACULTY SENATE MEETING MINUTES
October 7, 2011
Private Dining Room, CUB
Call to Order by Pam George, President, 3:03pm

Members Present	Pam George, Mark Rowh, Collin Witherspoon, Michael Barnett, Brent Cavanaugh, John Chaka, Cherie Clifton, Jana Comerford, Becky Easton, Theresa Edwards, Denise Hirsch, Judy Isbell, Tiffany Lamb, Bruce Moseley, Tamara Rhodes, Jerry Terry, Amanda Wheeler
Members Absent	Becky Burton, Carol Buse, Michelle Orcutt
Visitors	Lee Colaw, Lana Jackson, Judy Carter, Matthew Craig

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
General Introduction	Pam George thanked everyone who helped with the Professor Emeritus reception and introduced Lee Colaw.	
Lee Colaw	<p>Lee Colaw gave a summary of where we are in terms of choosing a new LMS. He stressed that the choice of LMS is a Faculty decision and gave a brief outline of the time line for we have for choosing the LMS.</p> <p>The use of AC's MyAccount site, which incorporates Google Docs and Gmail, is higher than it was under the old system, and no complaints have been sent to Lee or the TIC. Students seem to enjoy the new system and faculty use is on the rise. Some faculty members have started using the document sharing capabilities of the Google Doc system. You have to change your password and set security options through MyAccount before you can access your Gmail and Google Docs account. Over 8,800 people have done this, and 2,706 have changed personal information through the new system.</p>	

The Center for Teaching and Learning (CTL) has sent out a list of reasons to use Google Docs. Lee gave the following list:

- everyone has access
- saves time and space on AC servers
- downloaded Google documents are automatically opened with free software

He also stressed that faculty do not have to use the Google Docs system.

As of now, there is no organized method for sharing best practices and security is as good as can be since Google Docs is in the public domain. There is no cost for this system.

Some members of the Faculty Senate asked about single sign in which would give you access to all AC systems with no additional sign in for each system. Lee informed the Senate that IT is working on it now and they may have it ready by next summer.

Lee told the Senate that a new phone directory will be published in a few weeks.

The English Department has started a pilot program to monitor student activity in their computer lab using LabStats software. The lab is in Ordway 101. The students have to use their Student ID's to access a computer. The software uses the ID to track different applications that the student accesses and how long they use it. Faculty members can access the stats. The software allows a specific computer to monitor all of the other computers and some problems can be solved before the student notices there is a problem. The software will be installed on the second floor of the Library if the pilot works out.

	<p>All classrooms are expected to be smart classrooms within the year.</p> <p>Lee is initiating a pilot program to institute cost per copy printing kiosks with high-speed black and white and color printers. There would be no charge for faculty to use the printers and students may get a certain number of print jobs for free. Dell has donated \$10,000 worth of printers to help with the pilot.</p> <p>There is currently a furniture demo on the first floor of the Library. The furniture is intended to promote student collaboration. The second company will be sending a demo in a few weeks. Basic Perkins money can be used to purchase this type of furniture for key locations throughout the campus.</p> <p>Computer replacements will be ordered next week. Dell has offered to help deploy the computers within thirty days of arrival.</p>	
<p>Lana Jackson and Judy Carter</p>	<p>Lana mentioned that SACS will be on campus September 18, 2012. The Compliance Certificate has to be submitted in March and the QEP in July. SACS will be talking to people on campus and asking about the QEP. The visiting team will have to approve the QEP before it is implemented. This is the first time AC has instituted a QEP as part of the SACS reaccreditation. Once approved, AC will spend five years implementing the QEP, and then they must report back to SACS.</p> <p>The CCSE and QEP teams worked together to find a goal that the QEP could focus on and they decided to pursue College Readiness. They started by defining "readiness" using David Conley's list of attributes:</p> <ul style="list-style-type: none"> • Cognitive Strategies • Content Knowledge 	

- Academic Behavior
- Contextual Skills and Awareness

The QEP has focused on academic behavior and contextual skills and behavior.

The key initiative for the QEP has been the FYS (First Year Seminar). Fifteen sections (264 students) are being taught this semester as a pilot. Lana mentioned that the classes may be more beneficial if the students were grouped by career clusters. For now, two classes are grouped by the STEM group and the General Studies group. The other classes are mixed majors. The QEP team is planning on offering eight sections in the Spring. This first year of courses will provide data to establish a baseline. The course is worth two semester hours now, but they are moving toward a three hour course. FYS students take college readiness surveys at the beginning of the FYS courses, and they take post college readiness surveys as assessment measurements for the class and the QEP.

Senate members asked if there are developmental students in the FYS classes this semester. Judy informed the Senate that there are some and that the class was required for all ACE students. In the spring, there will be a pilot learning community of a developmental English class and an FYS class.

Lana and Judy stressed that the one common element students mention as being essential to their success is engagement with people on campus.

	<ul style="list-style-type: none"> • Academic Behavior • Contextual Skills and Awareness <p>The QEP has focused on academic behavior and contextual skills and behavior.</p> <p>The key initiative for the QEP has been the FYS (First Year Seminar). Fifteen sections (264 students) are being taught this semester as a pilot. Lana mentioned that the classes may be more beneficial if the students were grouped by career clusters. For now, two classes are grouped by the STEM group and the General Studies group. The other classes are mixed majors. The QEP team is planning on offering eight sections in the Spring. This first year of courses will provide data to establish a baseline. The course is worth two semester hours now, but they are moving toward a three hour course. FYS students take college readiness surveys at the beginning of the FYS courses, and they take post college readiness surveys as assessment measurements for the class and the QEP.</p> <p>Senate members asked if there are developmental students in the FYS classes this semester. Judy informed the Senate that there are some and that the class was required for all ACE students. In the spring, there will be a pilot learning community of a developmental English class and an FYS class.</p> <p>Lana and Judy stressed that the one common element students mention as being essential to their success is engagement with people on campus.</p>	
<p>Approval of Minutes</p>	<p>Pam George, President, asked members for a motion to approve the minutes of the September 9, 2011, meeting.</p>	<p>Cherie Clifton - 1st motion Theresa Edwards - 2nd Unanimous vote.</p>
<p>No Excuses</p>	<p>Pam mentioned that the No Excuses roll out will be October 21. Kay McClenney will be speaking and the data summit will</p>	

	occur after her presentation. The AVID breakout sessions will occur after lunch.	
Common Reader	The author will be on the Washington Street campus November 2. The West campus will be having cultural events.	
Student Evaluations	Student evaluations will be going out at the end of October or beginning of November. The evaluations will have the name of the course the student is evaluating.	
Senate/Committee Restructure	Pam asked the Math, Science, and Engineering Senate members to find out how many faculty members are in the new department.	Members will find out and report back to Pam.
ATC Items	Students will not be considered as attending an online class in regards to census rosters unless they have been active participants.	
ITC	The first meeting is next week.	Pam will report back to the Senate at the next meeting.
Elections Committee	Becky Easton reported that Donna Cleere, Brian Farmer, and Jim Powell were the nominees. She asked if the Senate wanted to move the Piper election into Class Climate and vote electronically.	Motion to vote electronically Denise Hirsch - 1st motion Jerry Terry - 2nd Unanimous
Courtesy Committee	Jana Comerford mentioned that we need better cards.	
Pinning Committee	Denise Hirsch reported that the pinning ceremony will now be held three times a year. Administration will preside over the Fall ceremony(Nov.15), faculty will preside over the Spring ceremony(sometime in March 2012), and classified will do one in the summer. Everyone will be invited to all ceremonies.	
Professor Emeritus Committee	Pam handed over the chair of the committee to Mark Rowh.	
Questions Committee	John Chaka reported on Bruce's response to Michelle's e-mail in regards to handicap accessibility. Bruce informed Michelle that AC is well over the percent of handicap accessible	The committee will e-mail HR about better times for training sessions and report back next time.

	<p>entrances required by law and that the physical plant will test all of the automatic doors.</p> <p>The timing of HR training sessions does not work with Faculty schedules.</p>	
Faculty Survey Committee	Judy Isbell reported that they will be meeting next week.	
Meeting Adjourned	05:05:00 PM	Michael Barnett - 1st motion Judy Isbell - 2nd Unanimous
Next Meeting	November 4, 2011 in the Private Dining room of the CUB.	

Recorder: Collin Witherspoon/Senate Secretary