

**FACULTY SENATE MEETING MINUTES**  
**February 3, 2012**  
**Private Dining Room, CUB**  
**Call to Order by Pam George, President, 3:03pm**

<b>Members Present</b>	Pam George, Mark Rowh, Collin Witherspoon, Michael Barnett, Becky Burton, Carol Buse, John Chaka, Cherie Clifton, Jana Comerford, Becky Easton, Denise Hirsch, Judy Isbell, Tiffany Lamb, Bruce Moseley, Michelle Orcutt, Tamara Rhodes, Jerry Terry, Mandi Wheeler (Sub: Aimee Martin)
<b>Members Absent</b>	Brent Cavanaugh, Theresa Edwards
<b>Visitors</b>	Tamara Clunis

<b>Topics</b>	<b>Discussion/Information</b>	<b>Actions/Decisions Recommendations/Timelines</b>
<b>General Introduction</b>	Pam called the meeting to order.	
<b>Tamara Clunis</b>	<p>Tamara Clunis, Dean of Academic Success, wanted the senate to know what her position entails and some of the new initiatives AC is involved in.</p> <p>Tamara's position involves supervision of the Access Center, the First Year Seminar class, the honors program, and supervising the grants associated with HEP and the student support aspect of STEM. Tamara also provides contract responsibility for AVID.</p> <p>The THECB has given AC a \$70,000 grant designated for student worker wages. Students who pose an economic need can earn up to \$10 per hour. The economic need is not based on PELL eligibility. They have to have a 2.0 GPA and be enrolled for at least 6 hours. Departments can start sending proposals for funding starting next week.</p>	

	<p>There is now a division with two division advisers for students who need two or three remediation courses. The division is looking into changing the prerequisites of certain academic courses to corequisites to allow developmental and academic courses to be taken simultaneously. There is data that shows students are more successful when this model is adopted.</p> <p>Students who score just above or below the cutoff score on the placement exam are comparably successful. The support makes the difference. We would have to be very circumspect on the students chosen to enroll in both academic and developmental courses. The plan would be to start with students who score a certain percent below the cutoff score and slowly increase the percent based on the results.</p> <p>Tamara also spoke about low skill adult learners. We need to embed basic skills courses into certificate programs by providing teacher support within the certificate classes. The goal should be to help them meet TSI (Texas Success Initiative) requirements. We also need to look at increasing the number of Marketable Skills certificates. These are Level 1 Certificates that students should be able to complete in six to nine months.</p>	
<b>Approval of Minutes</b>	Pam asked members for a motion to approve the minutes of the December 2, 2011, meeting.	Bruce Moseley - 1st motion Jerry Terry - 2nd Unanimous vote.
<b>Meetings in March and April</b>	The next meeting is scheduled for March 2 but Pam and Mark will both be out of town at that time. The meeting for March was changed and the one for April had to be changed to allow more time between the two meetings.	The March meeting was changed to March 23, and the April meeting was changed to April 13.
<b>Core Curriculum Task Force</b>	Dr. Lowery-Hart requested that a member of the Senate be a member of the core curriculum task force. The task force will be determining how to adjust AC's core curriculum to meet the new standards.	Becky Easton and Bruce Mosely volunteered.

<p><b>Restructure of Faculty Senate</b></p>	<p>Becky Burton and Jerry Terry obtained the faculty numbers from Lynn Thorton:</p> <ul style="list-style-type: none"> <li>• Moller - 108</li> <li>• Crawford - 55</li> <li>• Fouts - 32</li> <li>• Clunis - 10</li> <li>• LeMaster - 9</li> <li>• Other 6</li> </ul>	
<p><b>Rank and Tenure</b></p>	<p>The Rank and Tenure committee members are faced with drafting new guidelines for the VPAA of Amarillo College so that the concerns of faculty members petitioning for rank and tenure are addressed and to make the guidelines concrete and not left to the interpretation of each committee from year to year. The Rank and Tenure committee have asked the Senate to weigh in on several issues that have come up this year.</p> <ol style="list-style-type: none"> <li>1. Criteria to "hold the rank of Full professor, Associate Professor, or Assistant Professor" is not in line with the statement, "From those elected, the Executive committee will appoint a committee with a balance of tenured and non-tenured faculty and the different ranks."</li> <li>2. The online form to petition for rank states that "credit hours must be completed by May 31," and this statement is not seen until the person submits the form to HR. The Board Policy Manual states "must have completed."</li> <li>3. The board policy statement is not aligned with HR's definition regarding "faculty in a position requiring a bachelors degree, masters degree, must complete coursework in addition to that degree." Many program directors in the health sciences are required to have masters degrees because of accreditation standards, and the PDs are evaluated using the job description for</li> </ol>	<ol style="list-style-type: none"> <li>1. Change the statement to "From those elected, the Executive committee will appoint a committee with a balance of tenured and non-tenured faculty who hold the rank of Full Professor, Associate Professor, or Assistant Professor."</li> <li>2. The Board Policy Manual should match the HR form.</li> <li>3. If the faculty member can teach all of his or her classes with a bachelor's degree, and he or she obtains a master's degree after being hired, then the coursework completed while pursuing the master's degree should count towards rank.</li> <li>4. The HR policy should stay as is.</li> </ol>

	<p>program directors. However, human resource personnel do not sign petition forms based upon the requirements of external accrediting agencies, rather the requirements needed to instruct students. A program director is such because it is an added assignment and can be temporary in nature.</p> <p>4. Faculty members who are hired to teach in areas requiring a bachelors degree but indeed hold a masters degree may wish to transfer to areas that require a masters degree and they transfer before they petition for rank. According to HR, the requirements to petition for rank are changed due to the requirements of what is required to instruct in the classroom. It must be noted that the external agency that accredits the ADN program mandates that all instructors have a masters degree.</p>	
<b>SACS</b>	The rough draft has been turned in to AC's SACS liaison.	
<b>Central Tutoring Center</b>	The rumor that all of the tutoring centers would be collected together into a centralized tutoring center is not true.	
<b>Blackboard</b>	CTL was hoping to push out Blackboard in the fall but Dr. Lowery-Hart wants to incorporate more capabilities in Blackboard before it is rolled out.	
<b>ACTS</b>	The ACTS will be held at Talon Pointe from May 14 - 16, 2012. Jerry Terry and Karen White are this year's coordinators.	
<b>Courtesy Committee</b>	The Senate unanimously agreed to the new format for cards.	
<b>Elections Committee</b>	No report.	
<b>Legislative Committee</b>	No report.	
<b>Mead Committee</b>	The committee met, and they are starting the process. They met with Jerry Moller about campaigning issues. The committee will write a statement that reflects faculty concerns in regards to soliciting student votes.	The committee will send a draft to the executive committee.

<b>Professor Emeritus Committee</b>	No report.	
<b>Questions Committee</b>	A faculty member has voiced a concern in regards to transfer students being allowed into courses when they do not meet the prerequisites. It appears that a student can transfer to AC from another school with an overall average of 2.0 and enroll in a course at AC that has a prerequisite course that the student failed while attending the other school.	The committee will meet with Diane Brice. The Senate recommends that course enrollment be based on AC prerequisite standards, and not the average from the transferring school.
<b>Salary Committee</b>	No report.	
<b>Technology Committee</b>	No report.	
<b>Faculty Survey Committee</b>	No report.	
<b>Faculty Development Committee</b>	No report.	
<b>Instructional Technology Committee</b>	No report.	
<b>Pinning Committee</b>	The pinning ceremony will be held on March 21.	
<b>Building Naming Committee</b>	There are no criteria for naming buildings.	
<b>Updates and Announcements</b>	The West campus Health Fair will be held in April.	
<b>Meeting Adjourned</b>	05:10:00 PM	Michael Barnett - 1st motion Becky Burton - 2nd Unanimous
<b>Next Meeting</b>	March 23, 2012 in the private dining room of the CUB.	

Recorder: Collin Witherspoon/Senate Secretary