

Faculty Senate Minutes

May 6, 2016

Lynn Library, Room 207

Members Present	Reem Witherspoon, Nancy Forrest, Emily Gilbert, Craig Clifton, Deborah Harding, Jodi Lindseth, Tara Meraz, LaVon Barrett, Brian Farmer, Brian Jacob, Robert Gustin, Courtney Milleson, Susan McClure, Mary Dodson,
Members Absent	Brian Jacob, Derek Weathersbee, Kerrie Young, Donna Cleere, Nichol Dolby, Marcia Julian, Shawna Lopez, Brant Davis, Alan Kee, Scott Beckett
Guests	Donnie Archer,

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
Call to Order	President Reem Witherspoon called the meeting to order at 3:03 p.m.	
Approval of Minutes	April 1 minutes were approved by consensus via email.	
Special Guest Report	<p>Kelly Murphy, VA Coordinator, Registrar:</p> <p>This semester, there are 250 students using Veteran Services - this includes veterans and dependents.</p> <p>The stipends these students receive directly correlate to how many hours enrolled AND the exact dates of the class. If they are doing just 8 week sessions, they are losing about \$500 because they won't get paid for Fall Break/Spring Break due to classes having ended for Session I and not yet begun for Session II.</p> <p>Additionally, with the 8 week schedule students are only getting paid for the hours they are currently taking. So</p>	

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	<p>even if they are registered for 12 hours over the whole semester if they are taking 6 hours the first 8 weeks and 6 the next 8 weeks, only get paid for 6 hours because that's all they are taking at one time. This is difficult for students to comprehend because they are in a full time schedule according to federal Financial Aid and us. [SEE ATTACHED HANDOUTS].</p> <p>Veterans originally had Break Pay, but they took it out after 9/11 when more dependents were added to the services.</p> <p>Outside of 8 week, the smaller the session (6 week, 3 week, etc) the fewer hours makes them full time. In 6 week Summer session for example, 4 hours make them full time.</p> <p>VA is federal, which is legislature, thus we can't do anything. Dr. Vess is aware and is trying to figure out a solution.</p> <p>Students are threatening to transfer to WT due to loss of money in Fall Break/Spring Break. Kelly asked the Director of VA Services at WT what they are doing because 8 week seems to be becoming a national trend. WT isn't doing anything currently and shared no plans to implement 8 week sessions at this time.</p>	
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20 veterans graduating this Spring. Veterans do try to go full time because they are paid.

Dr. Vess, Vice President of Academic Affairs:

[SEE ATTACHED for questions posed to Dr. Vess prior to the Senate meeting]

Answer to Q1. We can discuss having a rotation for graduation, but there needs to be an ensured quorum because we need to show our students that we are supportive. It is important to be there; students and families want to see us there. It shows them where we are in terms of support for them and their success.

If we did move in that direction, faculty would need to be better about attending graduation. It is required by the Handbook and currently only about $\frac{2}{3}$ faculty attend. If we went to a rotating schedule, faculty would be required to attend their designated session and there would need to be penalties if they did not.

Answer for Q2. In faculty handbook, there is a clear description of our service. It does expressly discuss that attendance at meetings is required. Job duties/description will stay the same regardless of hours taught.

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	<p>For attendance at a last minute meeting, it depends on the situation. Hopefully people would plan in accordance with faculty schedules and not plan for it last minute. Faculty have to miss meetings all the time for classes and such, but that is forgiven as teaching is also a major part of their job.</p> <p>Senator statement: It would be nice to have the date of the General Assembly and Faculty meeting ahead of time (months even) so we can have it on our calendars.</p> <p>Answer to Q3. We have as many courses on the books as we have always had. The reason for blocked scheduling is not to offer fewer classes, but to put them on set schedule. We are still looking at our data to see how it works and how to tweak it.</p> <p>Enrollment is currently down, but many large groups (Dual Credit, ACE students) have yet to register. We will be more worried if enrollment is still so far down in late July.</p> <p>Summer 2017 is when the Summer schedule will change. We want to have an 8 week session so it is similar to our semesters. In the summer we have always offered what we need, nothing more or less. On the 8</p>	
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	<p>week format this would not change. Also, Summer enrollment is almost always in Summer 1. Just a few hundred register in Summer 2, so we don't expect much of a change enrollment wise with this different schedule. If the 8 week in the Summer doesn't work, we might go back.</p> <p>In some areas of our curriculum, it will be really good to keep students on that path over the summer. This is particularly good for level 1 students, to keep them in school because they are more likely to get through and graduate from the certificate program. For example, enrollment went up 37% in Criminal Justice with a start in the Spring, graduate at the end of Summer format.</p> <p>East Campus, especially Machining, will be going to year round format because need to keep those students in school.</p> <p>In addition to the 8 week session in Summer, there will be a short 3 week session beginning right after graduation. Three week format is so different because they just take one class and generally do very well. So there really are still 2 summer sessions, just not the same length. If 3 week term goes well we might look at another one in January too.</p>	
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	<p>Folks would be pretty locked into a 3 week class or an 8 week class. There wouldn't be flexibility for different class lengths (5 week, 6 week, etc) within the 11 weeks.</p> <p>Most of the students seem to like 8 week, but it is harder to recover from emergencies. Discussion of having a "backup" 16 week class which they could then enroll in if they missed too much of the 8 week.</p> <p>Answer to Q4. No, not to my knowledge. The Faculty Evaluation system is different from Rank and Tenure. Faculty who HAVE already received rank and tenure pay will keep it. Faculty will "kinda" need to prove themselves again every year. There are similarity between Rank and Tenure and merit pay.</p> <p>Tenure is advancement in pay and not everyone receives this. Merit pay does not negate rank and tenure, it is about handling year to year advances differently. This doesn't negate advancement in pay from Rank and Tenure. Merit pay is about possibly salary advancement given every year.</p> <p>Not everyone is equal - Rank and Tenure says so. Also, no one is equal in terms of effort. But, right now evaluations really mean nothing because everyone is paid based on years of service. Also a supervisor may or</p>	
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	<p>may not actually evaluate a faculty member, but instead just sign off on what that person wrote.</p> <p>How it works: The administration puts, for example, 3% of everyone's salary in a pot instead of everyone getting the 3%. Then faculty are evaluated using the new template and their supervisor will decide where their performance falls on the parameters. One person might get 8% because they are amazing and one person might get 1% because they aren't putting in as much effort. It's quite an opportunity to receive a lot more money because it's based on what someone is actually doing.</p> <p>Currently, you are all just waiting for the Regents to have some money to give you a 1-2% raise and you get nothing else. No matter how much effort you put in.</p> <p>The Fac. Eval. Committee is using a nationally validated process. It will take awhile to see exactly what that process looks like. A Step system might be part of the eval, but the BoR wants us to move to a Merit Pay system. Faculty Evaluation Committee will work with Dr. Vess to come up with a proposal to include steps in some way. For example, someone might receive a bit of bump because they have been at the College for 10 years. This process will actually help those that are stepped out because they can earn more money.</p>	
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	<p>Trying to set up a process that is more transparent - so the supervisor would have to explain their rating. It needs to be more objective. This is a faculty driven process.</p> <p>There is a planned implementation for Fall 2017. The Evaluation Committee hopes to have a template ready for discussion and input by the end of Fall 2016.</p> <p>Just like students, faculty don't want to be surprised. Everyone wants to know what they will be evaluated on and how each piece is affected. There will be a Matrix to show where someone would fall.</p> <p>Cost of living would be built into Merit Pay.</p> <p>Answer to Q6. Really good question. The Regents were clear about giving faculty a good raise, even in spite of budget issues. They wanted it to be more than it was last year (1%). Money will have to be carved out from budget for Merit Pay. This translates into needing higher enrollment.</p> <p>The Legislature and Governor talking about different budget process next year: Zero based budgeting. Zero based budgeting is where you don't get rollover from</p>	
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	<p>year to year.; you start with zero. Then define metrics and get money based on that. You have to earn your budget. This is merit pay for institutions. Once that starts, we have to get our enrollment numbers up.</p> <p>Senator question: Is there a general consensus as to why enrollment is down?</p> <p>Answer: Only 13% of schedule is in Blocks, so it's not that. We have General Comp classes that are sitting out there open, so it's just that students aren't signing up. Brand new students generally don't until later in summer, so that's not worrisome, but we need to get our students who are currently here to sign up for Fall.</p> <p>Dual Credit enrollment is 20% of enrollment and those numbers are not in right now. We have expanded our offerings in Hereford, which should bring up more.</p> <p>Also, evening sessions are doing well, so we will be adding more of those.</p> <p>Senator Comment: I read that a lot of money is given, now, to WT and other 4-6 year schools for student scholarships.</p> <p>Many of the students we have at AC cannot even afford</p>	
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	<p>the tuition we have, so there needs to be a statewide initiative.</p> <p>Often in state Congress don't view Community Colleges as Higher Education. Reflects a lack of commitment to education - statewide, and unfortunately nationally as well.</p> <p>On Recruitment: Needs to be a strategic targeted approach to management and marketing and a different approach to enrollment management.</p> <p>Need to start Advising students in junior year of high school.</p> <p>Right now we are just looking for anyone, but we need to target specific students. Look at those that are our completers; use predictive modeling. Collin Witherspoon will be working on this for the institution.</p> <p>We also have an initiative to lure in students who want to get Level 1 cert. instead of them attending VISTA, etc. Because we will get all those contact hours, all those completion stats.</p> <p>Senator suggestion: putting more people on HS campuses.</p>	
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	<p>Answer to Q7. We have a system now that requires you to go through additional education in order to receive Rank and Tenure and current raises don't reflect it at all. It might add up over 30 years, but doesn't show now.</p> <p>Merit pay goes MORE toward rewarding professional advancement - especially more than you have now. It's never going to equal it out, but it applies more to it. Our salaries are too low; we know this. But Merit Pay will get us closer.</p>	
President's Report	<p>Question for Senate regarding instructors requiring students to buy a textbook for a class, but then not using it. [SEE ATTACHED for full question.]</p> <p>Senator discussion: Faculty are using loose leaf books because the students get access codes to the online Publisher's content.</p> <p>No Senators understand not using the books that were required. It is an Instructor issue.</p> <p>Senator suggestion: There should be a statement in the Faculty Handbook (putting it at the Institution Level) that says if an instructor says a text is required, it must</p>	In the Fall, Senate will discuss a textbook use policy.

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	<p>be used.</p> <p>Campus Carry: Committee is going to send a “safe place” suggestion list to the Regents for the June meeting. Carter Fitness is one of the restricted places. We will get a final list.</p> <p>No open carry on campus. It will all be concealed and all must have a concealed carry to have a gun on campus, even with this law.</p> <p>Board of Regents: For the first time ever, there are 200 students, enrolled in the ACE program. This is the first year Tascosa HS has participated.</p> <p>There is a 20% increase in applications from 2014-2015. Not enrolled, but applied. So what can we do about moving from applications to enrollment?</p> <p>Russell proposed a 2% raise to the Regents, since it will be a few years for Merit Pay.</p> <p>No Excuses: Discussion of Guided pathways and Blocked Schedules with Dr. Vess.</p>	
Secretary’s Report	none	

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Courtesy	Senate cards are in.	
Elections	<p>Three new Senators: Dr. Mary Dodson for Liberal Arts and STEM Susan McClure for Student Affairs Scott Beckett for Creative Arts.</p> <p>Senate Officers for 2016-2017: Nancy Forrest - Senate President Jodi Lindseth - Senate Vice President Emily Gilbert - Senate Secretary</p>	
Legislative	Discussion on zero budget. The Legislature and Governor talking about different budget process next year: Zero based budgeting. Zero based budgeting is where you don't get rollover from year to year.; you start with zero. Then define metrics and get money based on that.	
Mead Award	Choice has been made and will be announced at graduation. 95 people were nominated; 1 person had 18 nominations. Deborah Harding will send out letters to all nominated, over the summer.	
Professor Emeritus Award	Reception was at the end of April. It was very well attended. She was very pleased and honored to be chosen.	
Questions	Fall Break will be for class prep, so not vacation.	Reem is contacting Lyndy re: adding Advising to job descriptions.

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	Has Advising been added to Faculty Job Description?	
Salary	none	
Technology	Emily is signed up for CMS training.	
Faculty Survey	Kerrie sent out results to entire Faculty [Summary sheet is attached]	
Hospitality	Delicious treats :)	
Faculty Development	none	
Instructional Technology	none	
Pinning	none	
Faculty Committee Appointments	Faculty answered the survey and we have a list approved to be sent to Dr. Vess for final approval.	
New Business		
Updates and Announcements	none	

Recorder: Emily Gilbert, Senate Secretary – Director of Information Services, Library