

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

Members Present	Jodi Lindseth, Nancy Forrest, Emily Gilbert, Courtney Milleson, Bob Gustin, Scott Beckett, Brant Davis, Tara Meraz, Susan McClure, Donna Cleere, Marcia Julian, Brant Davis, Nichol Dolby, Deborah Harding, Shawna Lopez, ersbee
Members Absent	Brian Jacob, Mary Dodson, LaVon Barrett,
Guests	Bill Netherton, Eddie Garcia, Deborah Vess

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
Call to Order	President Nancy Forrest called the meeting to order at 2:05 p.m.	
Approval of Minutes	August 26 minutes were approved by consensus via email.	
Special Guest Report	<p>Dr. Deborah Vess, VPAA:</p> <p>Thank Senate for their service.</p> <p>Rank and Tenure Committee -</p> <p>The Handbook Committee is currently looking at a small piece of the Handbook that would enact a big change in the membership of the Rank and Tenure Committee. The discussion is not on the process of how someone achieves Rank and Tenure, but of who is allowed to serve on the Rank and Tenure Committee.</p> <p>Membership is an important responsibility, and is a big undertaking. "I feel very strongly that everyone on campus should have representation. As it is right now, there are several departments on campus that cannot ever serve on the committee." According to the Handbook, members must go through the</p>	<p>Dr. Vess will take our suggestions back to Handbook committee and get actual wording, then she will send it back to Senate for Senators to view and approve.</p> <p>Dr. Vess will send the FoE wiki link to Emily. [Done and linked in the minutes]</p>

Faculty Senate Minutes

September 2, 2016

Lynn Library, Room 207

professional ranks, but cannot be director, program coordinator, chair, etc.

This disqualifies many areas of faculty. For example, East Campus only has one person who has gone through professional rank, but he is then disqualified because he is program chair.

Due to the unequal representation, Dr. Vess and the Handbook committee are proposing that the Rank and Tenure committee uses the system that Senate uses for membership. The handbook says that the members of RAT committee are supposed to be elected just as Senate is, but that has not happened for the RAT committee in quite some time.

Handbook committee suggests: If there is a division that doesn't have a faculty member that has ever gone through the ranks (or isn't a program chair, director, or coordinator) would be non-voting members. They also feel that Program Directors, Chairs, or Coordinators should be able to serve.

Senator Question: why wouldn't the members be allowed vote?

Discussion, including Dr. Vess, agreed that if someone is there, they should have a vote.

An idea surfaced that instead, membership would be restricted to only those who have served as a faculty member at AC for at least 5 years. Senate and Dr. Vess agreed that this may be the best solution. She said she would take it back to the Handbook

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

	<p>Committee for them to discuss.</p> <p>Foundations of Excellence (FoE) Update -</p> <p>AC is still going through FoE. This summer, Dr. Vess, Frank Sobey, and Richie Garza went to the summit in Asheville, NC. This was the first part of the process of the FoE; over the next year we will be working with John Gardner to implement changes.</p> <p>We are going through this for the first year experience, not just first year seminar. It relates to anything and everything that a student experiences at AC in their first year. However, we can't just think about on campus, because Dual Credit students take more credits on average than any other students, but rarely come to campus.</p> <p>A question we are currently struggling with: Where do we cut off the first year experience? If we do by credits, some of our students only take 6 or 9 a semester.</p> <p>AC spent the last year with 100+ committee members looking at the 9 central dimensions. The research has shown that these 9 are key for a student's first year experience. We had a meeting last Friday where the 9 dimension committees presented their reports to each other; each committee was asked to look at key performance indicators based on their area.</p> <p>A lot of evidence, and many types of evidence were provided by all the committees. For example, there was a faculty and student survey sent out by the FoE people, student focus groups, faculty</p>	
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Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

	<p>focus groups, meeting minutes, etc.</p> <p>Between all the dimensions (9) there were a grand total of 84 recommendations for AC – recommended by your colleagues.</p> <p>A few of them are:</p> <p>The Philosophy committee found that we do a lot of great things at AC, but we don't have an overall Philosophy statement that we stick to repeatedly throughout the year. The committee consisted of faculty, staff, and administrators. Thus, the Philosophy Committee statement recommendation: Amarillo College creates and fosters a supportive, engaging educational experience, with clear pathways and opportunities, for first year students to reach their full potential as successful learners who are personally and socially responsible.</p> <p>Proposing to put the Philosophy statement out college wide and then evaluate everything that we do with the first year to see how it fits with the Philosophy statement.</p> <p>The overall themes from the FoE meeting on August 26:</p> <p>AC already has really great initiatives (tutoring, Honors, Pres. Scholars, Dev. Ed) and we collect a LOT of data [on these programs and more], but then we do nothing with it. We don't disseminate it, we don't analyze it, etc. Collin is helping to generate now.</p> <p>All the discussion/work in recent weeks on data analyzation is</p>	
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Faculty Senate Minutes

September 2, 2016

Lynn Library, Room 207

partly to address that. You have to look at the data. Data is supposed to be addressed and acted on.

We also found that we don't communicate well. There are initiatives but people don't know what's going on. A group might already be doing something but people don't know, so we are constantly reinventing the wheel.

We don't have enough information for FAMILIES.

It is hard to navigate the AC website.

Our students are first gen, almost all start with Dev, Ed. They don't know why we are asking them to take what we are asking them to take. It was suggested to put a rationale on the syllabi that says we are asking them to take that class.

Looked at the five courses with the highest DWFI rates. FYS is one of the highest. Obviously we must do something. Currently forming a group of faculty that represents the entire college for how to redesign the course.

The committees were asked to prioritize their own recommendations and align them with the Strategic Plan goals. Then, they were asked to rate each recommendation as high, medium, or low priority.

Then all 9 groups look at all the recommendations and choose top 5. There wasn't a lot of consensus, except for the recommendation

Faculty Senate Minutes

September 2, 2016

Lynn Library, Room 207

to begin using the data. In order to do this, every department was asked to create a team of data specialists in order to affect change and improve.

John Gardner said that he and Betsy [Barefoot] often experience schools going through the recommendation process and then don't make any changes. Those that take the recommendations and implement show at least a 5% increase in completion and retention over the following 3 years. High implementers reallocate all their resources to these recommendations.

It's not about the highest budget, though, its how you allocate the resources you have. Which means this doesn't have to be new money, but could be reallocation.

[Here is the wiki address.](#) Please look through the recommendations and give feedback. This is an open wiki. If you want to add to it, feel free, just let us know where it is coming from.

The Grades listed (committee graded their own) are not intended to say "hey, haha, you are a D, AC". What it means is that we are doing some good stuff, but this is how much further we need to go.

Senator Comment: About the FYS, we need to talk to the students and see what they are needing. E.g. "What do you need from AC that we have not provided for you?" Not the seasoned students, but students who walk right in the door.

[Discussion about involving students and how it's a great idea.]

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

	<p>Senator Comment: Could we have a survey when students come in: what are the barriers they report having and what are the support areas they have? And allow faculty to have access to this information so instructors know what the students are going through. Faculty wish we had profiles on our students so we could better serve them. The Registrar doesn't have it either, because they asked for information from the faculty, so need to have a central location where we can all access this information.</p> <p>Recommendation from FoE committees: talking to the students about what they are bringing to AC with them. Questionnaire regarding issues related to learning, co-curriculum activities, mental health, what other supports they could need.</p> <p>Senator Comment: 8 week classes make it harder to get to know students. Even though it seems to be good data wise.</p>	
<p>President's Report</p>	<p>Faculty Evaluation Committee Merit Pay has continued to meet weekly. Have to make a presentation at the Board in November. Plan to make our presentation to Senate in October.</p> <p>The pinning ceremony will take place in October. It will be similar to last year in size and celebration.</p> <p>Food Pantry, September 12 - October 7. It is a competition between Faculty, Admin, and Classified. The Food Pantry is in need of a lot, so they are having a contest to make it fun while getting</p>	

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Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

	<p>the supplies needed. In addition to food, they will also will be asking for gift cards to United, Walmart, etc.</p> <p>The Pantry contest will be communicated through David Green in the WIFFY Report. It will be a points system (points based on what the pantry needs the most), the points per item will be communicated. Dr. LH has committed a prize to the winning group.</p> <p>Senate Committee Appointments were discussed; a complete list is available on the Faculty Senate Website.</p> <p>Board of Regents Update: There have been 2 meetings since May. BoR is working on a Salary increase analysis. Because they are aware that the CPI is increasing faster than AC increases. Lyndy Forrester is doing a salary comparison with the Texas Administrative Council to present to the Board. They have approved a 3% raise, which is a step in the right direction, but according to Dr. LH is not enough to get our salaries where they need to be.</p> <p>From the Regents meeting: The governor's office told community colleges to expect a 4% decrease in budget; AC has put back 8% so we have it if they ask for it.</p> <p>56% of Com. Colleges in TX are experiencing a decrease in</p>	
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Faculty Senate Minutes

September 2, 2016

Lynn Library, Room 207

enrollment; our enrollment is up almost 5%. AC has held recruitments events and sent letters to dual credit families which has increased dual credit students.

The Business Office is working on a payment plan for tuition. It would be an app with Ellucian. If this happens, students would be able to pay monthly, or choose how they will be paying.

Mark White discussed a policy for naming buildings, so that it can be consistent around campus. He is ramping up fundraising for the college.

There will be a Celebrate Education event on October 13th in the mall area, from 6-8pm. Shanna Peebles will be there.

The process with separation of employment has caused the Board to realize that a lot of the policies are out of date. Mark White and Lyndy Forrester are looking through the policies and will recommend policies that need to be updated – other than the Separation of Employment policy because they are already aware this needs to be updated. At the BoR meeting, Russell told the Board that Senate is working on a suggested rewrite so we are the only ones currently looking at this policy.

On October 4, at the downtown campus at 11:30, there is a meeting with local legislators that represent us. It is sponsored by

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

	<p>the Texas Tribune. For more information, contact Cara Crowley.</p> <p>The Innovative Leader in Texas award is coming to AC. Someone in the Co-Board is coming to present to AC; this is due to Dr. Clunis and Jordan Herrera's work integrating the poverty initiative and alignment of AEL, Dev ED, ESL. Dr. Clunis and Russell will attend Dept of Ed consortium. We are one of 4 in the nation to get this!</p>	
Secretary's Report	<p>Google Drive overview.</p> <p>Updated the Senate website over the summer. The Member list and Committee members table now reflect current membership. Also updated the Mead Award page and added (with full information) a Professor Emeritus page. Lastly, added an Archives page that is organized by school year. Each school year has the Senator membership and Committee list for that year. (https://www.actx.edu/fac_senate/)</p>	
	Committee Reports	
Courtesy	none, as it was just filled.	
Elections	none, as it was just filled.	
Legislative	none, as it was just filled.	
Mead Award	none, as it was just filled.	
Professor Emeritus Award	none, as it was just filled.	
Questions	none, as it was just filled.	
Salary	none, as it was just filled.	

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

Technology	none, as it was just filled.	
Faculty Survey	none, as it was just filled.	
Hospitality	none, as it was just filled.	
Faculty Development	none, as it was just filled.	
Instructional Technology	none, as it was just filled.	
Pinning	none, as it was just filled.	
Faculty Committee Appointments	none, as it was just filled.	
New Business	<p>Email from Russell to faculty senators about involving learning in the AC Values.</p> <p>Presentation of iCare values by Faculty Evaluation Committee.</p> <p>Proposal from Senator to reexamine the Mission Statement and Purpose. This is to be discussed at the October meeting.</p> <p>Discussion regarding the guidelines for the Mead Award.</p>	<p>Motion (Deborah) to send iCare (Innovation, Collegiality, Amenability, Academic Rigor, and Engagement) values to Russell instead. Motion passes. [Senate Officers met with Russell on Friday, 9/16. Results will be discussed at October meeting]</p> <p>Motion (Scott) for the Mead Award committee to create a list of guidelines for the Award to bring to Senate. Motion passes.</p> <p>Motion (Brant) to move Senate meetings to 2pm in perpetuity. Motion passes.</p> <p>Emily will research the Mead Award and send any information to Deborah H. (chair of the Mead Award committee). [Done, 9/16/16.]</p>

Faculty Senate Minutes
September 2, 2016
Lynn Library, Room 207

Updates and Announcements	<p>August 26th meeting we wanted a committee to study the separation of employment policy. The committee will be: Mary Dodson (Chair), Nichol Dolby, LaVon Barrett, Brant Davis, Susan McClure, and Jodi Lindseth (ex-officio).</p> <p>Russell has asked for a Faculty Compensation and Scheduling Task Force. It will be chaired by Steve Smith. The people on the task force consist of: people appointed by Dr. Vess and recommendations from the Deans. Hoping the work is done this semester.</p> <p>The committee is: Jodi Lindseth, Scott Beckett, Bob Gustin, Margie Netherton, Jamie Smith, Kim McGowan, Frank Sobey, Megan Eikner, Mark Rowh, and Steve Smith (Chair).</p>	
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Recorder: Emily Gilbert, Senate Secretary – Director of Information Services, Library