

Faculty Senate Meeting May 7, 2010

Call to action at 1:05 pm

Senators Present: Dan Ferguson for Victoria Taylor-Gore, Aimee Martin, Collin Witherspoon, Becky Easton, Jana Comerford, Matt Craig, Pam George, Denise Hirsch, Anne Nail, Michelle Orcutt, Theresa Edwards, Judy Isbell, Tom Shelton, Bill Netherton, Cherie Clifton, Mark Rowh for Becky Burton, and as himself, Sheree Talkington for Becky Burton, Tiffany Lamb, Nichol Dolby, Carol Buse, Jill Gibson, Claudie Biggers

Senators Absent: Ann Hamblin, Teresa Smoot

Guests: Mike Jager, Vicky Shelton, Brenda Rush, Dan Ferguson, Carroll Mac Forester

I. Guest Presentation: Vicky Shelton and Mike Jaeger came to discuss Rank and Tenure Records. The Records Management Committee has proposed that Rank and Tenure Records and documentation including evaluations, recommendations and similar documentation relating to the review process for promotion will be kept two years after decision on Rank and Tenure.

II. Faculty Survey: Aimee Martin reported that there were 84 responses to the survey. The top things that needed improvement: (1) leadership, (2) employees, (3) facilities/grounds, (4) tie between technology and grounds and (5) support systems. The top things that work well (1) employees, (2) technology, (3) leadership, (4) support services, (5) academic quality, (6) communication.

III. Faculty Development Commitment: Michelle Orcutt reported that Monique Dupuis is stepping down as the chair of the Faculty Development Committee to give someone else the opportunity to chair. Michelle urged faculty to attend the appreciation dinner this evening.

IV. Approval of the Minutes: Nichol Dolby noted some typos, Jana corrected the name of the guest. Bill Netherton motioned to approve the minutes, Cherie Clifton seconded the motion. The motion passed.

V. Welcome to New Senators: Claudie Biggers welcomed the new senators and urged them to be certain to communicate with the faculty in the divisions that they represent.

VI. Salary Proposal: Carol Buse: Carol reported that the committee has shared the proposal with Dr. Matney and has distributed it out to the entire faculty.

VII. Courtesy Committee: Jana Comerford

Vic Freese	Spouse	Death of wife, Glo Reen Hooker-
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		Freese, supplemental Instructor, Nursing
Becky Burton	Program Dir. of Radiography program	Appointed Assistant Director of Career Clusters Development.
Doug Adcock	Director of the Emergency Medical Services Professions program	Surgery
Mike Bellah	Professor of English	Publication of book
Mike Haynes	Instructor of Student Publications	Publication of book
Delores Thompson	Asst. Prof. of Assoc. Degree Nursing	Retirement after 20 years
Kathy Reed	Asst. Prof. of Assoc. Degree Nursing	Retirement after 27 years
Tom Gerald	Spouse	Death of wife, Helen Gerald, AC violin instructor and co-founder of AC's Suzuki String program, The program trains children ages 3 to 18 on violin, viola and cello. She played in the Amarillo Symphony for 63 years.
Deborah Brown	Advising Specialist	Badger of Honor Award for outstanding student engagement
Bruce and Robbie Moseley	Director of Paralegal Studies	Birth of baby girl

Claudie recommended adding a card for Bruce McGinnis for his recent Book Reception.

VIII. Academic Technology Committee: Dan Ferguson for Vicky Taylor-Gore

IX: Questions Committee: No report

X. Mead Award: Jana Comerford: recipient has been chosen Claudie encouraged senators to let faculty know that the Mead award is not "rigged" Comments are not released to the faculty nominated

XI. Claudie provided IT Council minutes and update. Plan (within 3 years or so) – get wireless for Washington street. Fixed Outlook so you can have the same interface at home and at work. Lee will release instructions  
Appropriate use policy – Lee rewrote and Senate was involved. Print management – Xerox did a survey on printers – ratio should be 6 to 1 but it is 1.5 to 1. Printers will be taken away from faculty.

XII. Technology Committee – Pam uploaded minutes the corrected version. Feb and March will be updated. New Senators will be added. Has a new page.

XIII. Elections Committee – 3 new senators from same division need to be staggered. One will have a 2 year term and the others a 3 year term. Drawing to determine which one: Collin Witherspoon, Tiffany Lamb, and Michael Barnett  
Collin Witherspoon name for 2 year term. Motion to shred Science and Engineering ballots. Cherie Tarkington moved, Matt 2<sup>nd</sup>. All in favor  
Matt made motion that if any of the 3 resign, then that will become a 2 year term.  
Nichol proposed changes to by-laws:  
1. Amendment to election rules: if a tie, have a runoff at earliest convenient time (not wait for Senate meeting)  
2. if the rotation does not conform to the rotation stipulated in the by-laws, the Senate shall designate the appropriate action to bring the rotation into conformity.

Must have 30 days according to by-laws. Discussion on when to vote on this.  
To be voted on next meeting in August.

#### New Business

I. Claudie – talked about new J Drive for Senate documentation. Only officers have access to and during “changing of the guard” then contact IT to get usernames and passwords... Nichol suggested J Drive and a Jump drive (2 methods for backup)  
70% of faculty are due to retire in next few years

II. Dutton Hall Proposed Naming: Claudie reported that Dr. Matney is hoping to announce the re-naming of the old Biology Building at graduation. A few legalities still must be cleared. Claudie credited the collaboration between faculty, staff and administrators for getting this name-change pushed through.

III. VP Selection: Claudie reported that the VP forums have been held and the selection committee has presented their comments on the pros and cons of each candidate. A decision is expected shortly.

VI. Media Server: Claudie reported that the old media server has crashed and faculty should check for broken links.

VII. Parking: Claudie reported that during construction on Parcels Hall, the Faculty Parking lot will be closed to be used for construction staging.

#### VIII. Elections of Officers

Carol Buse called for nominations for Vice President and Secretary.

Denise Hirsch nominated Mark Rowh for Vice President but Mark Rowh refused the nomination due time constraints

Sheree nominated Pam.

Jill nominated Becky Easton and she refused the nomination due to time constraints.

Sheree moved that nominations cease. Becky Easton seconded the motion.

Pam George was voted in by acclamation.

Sheree nominated Mark Rowh for the position of secretary. Mark accepted the nomination. Jill moved to close nominations. Claudie seconded the motion. Mark was voted in by acclamation.

#### IX. Senate Committee Preferences

Senators were asked to complete a form showing senate committee preferences.

#### X. Faculty Committee Assignments

The senate made recommendations to the president's cabinet for standing committees.

Jill made a motion to adjourn, Cherie seconded the motion. Meeting adjourned.

**Minutes approved on September 10, 2010, with suggested spelling changes of 'bi-laws' to 'by-laws' by Becky Easton.**

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