

Faculty Senate Meeting Minutes

April 4, 2008

Call to Order: Scott Beckett, President, called the meeting to order at 3:02 p.m.

Senators Present: Scott Beckett, Lana Jackson, Steve Weber, Steve Beckham, Claudie Biggers, Nancy Brent, Jnita Collins, Nichol Dolby substituting for Michael Kopenitis, Pricilla Hunt substituting for Mindy Graham, Ann Hamblin, Diana Johnson, Marianne Jones, Bob Mathews, Aimee Martin, Bill Netherton, Sheree Talkington, and Lil Withrow.

Senators Absent: Larry Adams, Karla Dixon, Michael Kopenits, Gay Mills, and Henry Wyckoff.

Guests: Elizabeth Bauman, Justin Lawless (SGA) and Carroll Mack Forrester.

Approval of Minutes: Minutes of March 7, 2008 were approved as submitted. The motion to approve was made by Bill Netherton and seconded by Lil Withrow.

SGA Report: Elizabeth Bauman reported that Justin Lawless will be the SGA President next year and that SGA will attend their convention next week. She also reported that the SGA "Non-smoking" Resolution was approved, and that their resolution regarding class schedule change to accommodate club meetings is in progress.

President's Report:

LMS Project Team updates: Scott Beckett asked Claudie Biggers to report on the LMS Project Team's progress. She stated that the RFP (Request for Product) was going well and demonstrations from bidding companies are underway. Claudie commended the committee's hard work, their sacrifice of time, and emphasized the importance of faculty input.

Senate Position descriptions: Scott reminded senators that position descriptions were due today and that they could email him their descriptions. He reiterated from the last meeting that procedural manuals are being created by other areas on campus.

Senate Committee Reports:

Elections Committee – Sheree Talkington reported via an email from Michael Kopenitis that requests for faculty senate vacancies were sent to division chairs. She also reported that number of senators required from each division was obtained from Dr. Paul Matney's office. Senators discussed verification of correct numbers of senators and appropriate rotations. Scott asked Sheree and her committee to further research the correct numbers with Dr. Matney's office and Human Resources. He requested that nominations be open on April 7 and be closed on Friday, April 11. Ballots will go out on April 14 at 8 am and end on April 18 at 5 pm. Senators discussed that copies of the keys to ballot boxes on all campuses should be made for the chair of the elections committee and the senate president with one retained by the mailroom supervisor. They also determined that the elections committee should have representation from each campus.

Technology Committee – Scott reported from Mindy Graham's email that she was working on portal access for the Faculty Senate webpage. After some discussion, the senate decided that the Technology committee and the senate officers should have portal access, and the host should be the chair of the technology committee.

Courtesy Committee – Scott Beckett read a thank you card from Dr. Jones. Lil Withrow reported that cards were sent to Bill Young (get well), Aimee Martin (get well), Joe Gandy for the death of his father, Tom and Renee Sanders for the death of Tom's father and Renee's mother, Lonnie Jordan for the death of her father, Sarah Williamson for the death of her 18-year-old son, Bradley Darnal for the death of

his grandmother, Richard Hobbs for the death of his father, Mary Thomas who raised \$9,000 for the Hereford Campus scholarships and is fighting cancer in Hospice in Dallas, and Marcia Green for the death of her mother.

Salary Committee – no report

Questions Committee – Bill Netherton read an emailed response from Dr. Matney (attached). He also reported a question regarding sabbaticals for faculty members. Scott asked Bill to forward that question to Dr. Matney.

Faculty Development Committee – Lana Jackson reported that the Common Reader book, *It's All Over But the Shoutin'*, will be distributed to the faculty following graduation, and that Pulitzer Prize-winning author Rick Bragg will be brought in for a presentation in the fall. Claudie Biggers reported that the ACTS retreat is set with a large number of new faculty attending. Lana also reported that Amarillo College was the only community college in Texas to receive Distinguished Certification from the National Association for Developmental Education for developmental reading, writing and math.

Faculty Survey Committee – Aimee Martin reported that her committee met with Dr. Matney on Monday and Dr. Steven Jones this morning. There were 52 responses and both Dr. Matney and Dr. Jones seemed pleased with the clarity and professionalism of this year's survey. Aimee pointed out that the committee found similar responses to last year's survey, but that the overall responses were of a more positive nature. A motion was made to release the survey to the faculty by Lil Withrow, and seconded by Nancy Brent. The motion was passed unanimously and Scott Beckett will send out to faculty on Monday.

Information Parking Committee – Bill Netherton reported that TCCTA representatives were contacted, and more than ½ of those responding do not have designated faculty parking. Senators discussed ideas to implement some faculty parking such as a few spots designated in each parking lot, and auctioning off parking spaces. Senators decided to table this parking issue for future discussions.

Professor Emeritus Committee - Lana Jackson reported that on Tuesday, April 22, 2-3 pm, a reception will be held to honor Professor Emeritus Diana Cox. Lana sent a sign up sheet for senators to help with setup, serving during the reception, and clean up.

Mead Committee – Bill Netherton reported that nominations will be up on Monday and an announcement went out on MyAC. Nominations will be collected and a selection will be made by the following Monday.

Old Business: none

New Business:

Survey Tracking Resolution – Scott reported that Danita McAnally had recommended an independent firm to process future confidential surveys conducted by Amarillo College, including the Faculty Survey conducted by the senate each spring. The use of an external source for hosting the surveys would allow for guaranteed confidentiality and anonymity while providing for accurate data for further analysis. Danita said that her office would cover the minimal cost. Lana Jackson drafted a resolution in support of the use of an independent firm for future surveys and requested the senate review the resolution. The motion to pass the resolution was made by Nichol Dolby and seconded by Lil Withrow, and was carried by the senate.

Faculty Committee Selection – At the request of Dr. Matney's office, the senate was charged with making faculty assignments for standing committee vacancies for the upcoming year. Lana Jackson created a Committee Assignment chart, noting requested assignments and continuing assignments, to help senators make decisions regarding committee service for the next year. Senators spent much time appointing faculty to various committees, trying to honor individual faculty requests and make sure new faculty were considered. A motion was made to approve the committee selections by Bob Mathews and

seconded by Sheree Talkington. The motion was carried and recommendations will be forwarded to Dr. Matney's office.

Justin Lawless, next year's SGA President was provided opportunity to introduce himself to the senate.

Resignation: Steve Weber asked the senate to accept his resignation from the senate effective after the May meeting for his remaining two years, citing personal reasons. Senators discussed how to replace his position. A motion was made to appoint Dr. Jim Laughlin to finish out Steve's term by Aimee Martin and seconded by Bob Mathews. After much discussion, there was concern over clarifying the senate bylaws regarding appointments and elections of senators. The senate voted not to carry the motion, and Scott asked the Elections Committee to look at the bylaws and make a recommendation before the next meeting.

Adjournment: A motion to adjourn the meeting was made by Lil Withrow and seconded by Nichol Dolby. The motion was carried unanimously at 5:21 p.m.