

September, Faculty Senate Minutes
Friday, September 4, 2009

Claudie Biggers called the meeting to order at 3:02 p.m.

Senators present: Matt Craig, Jana Comerford, Pam George, Nancy Brent for Cherie Clifton, Denise Hirsch, Tom Shelton, Claudie Biggers, Duane Lintner; Teresa Smoot, Bill Netherton, Ann Hamblin, Becky Byrd for Jnita Collins, Nichol Dolby, Becky Burton, Victoria Taylor-Gore; Michelle Orcutt; Anne Nail; Marianne Jones;

Guests: Doug Curry, No Excuses University; Paul Matney, president; Lee Colaw, IT CIO; Sabra; Lulu Cowen, Collin Witherspoon; Priscilla Hunt;
Senators absent: Aimee Martin, Cherie Clifton, Jnita Collins

Message from Doug Curry, San Jacinto Elementary: Doug Curry explained the partnership between San Jacinto and Amarillo College to encourage all the students at San Jacinto to go on to college.

Message from Dr. Matney: Dr. Matney addressed Senate on several topics.

- DAC—Degrees and Certificates program on East Campus
Partnership between AC and AISD for high school dropouts to earn diploma and begin work on College certificate or degree.
Students between ages of 17 and 25 with five credits or less lacking for high school diploma will be bussed out to East campus to earn high school diploma and begin technical certificate degree program. This is funded through a grant obtained by the AISD.
- Institutional Priorities—five key priorities kicked off.
- VP Council: This is the academic leadership team. Acting VP and Dean of Instruction Jerry Moller chairs, all division chairs, branch campus director and associate deans Luanne Seaborne and Patsy Lemaster.
- CCSSE: Community College Survey of Student Engagement—surveyed faculty and students. Results are back and Dr. Matney will send out an overview. AC is above average in some areas and shows need for improvement in others. Dr. Matney wants AC faculty to learn about this prior to media coverage. AC will then form a CESSIE analysis team that includes five faculty, three from student services, one divisional advisor, one CTL person, two students. Faculty Senate will examine results and will provide observations and recommendations.
- Grants—Senate passed resolution last year expressing concern regarding not reapplying for the TRIO grant. TRIO program serves about 200 students. The goal is to try to get more grants that serve more students. Currently applying for four grants including a FIPSE? Grant that provides accelerated developmental education to an unlimited number of students; TRIO grant for Moore Co.; TRIO grant for Allied Health and nursing majors on West campus

- to prevent retention problems; TRIO for STEM students (science, technology, engineering and math) to support high growth and high paying positions.
- Faculty Survey: Dr. Matney has shared copies of his institutional commitments.
 - Vice President Position: Dr. Matney expressed what an outstanding job Jerry Moller has done as acting vice president and dean of instruction. Dr. Matney said that after much discussion, Jerry Moller has indicated that he believes that can best serve the institution as Division Chair and assistant dean of academic transfer programs rather than continuing in the position of VP and Dean of Instruction. Dr. Matney announced we will create the position of Vice President of Academic Affairs (a name change from Vice President and Dean of Instruction) and will begin a search process. Jerry Moller will continue in the acting position until a new person is found. Dr. Matney noted that we are not in a hurry to fill the position and will find the right individual.
 - 11,063 students (current AC enrollment—preliminary figure). This represents a ten percent increase in headcount from this time last fall—nearly 1,000 new students.

Message from Lee Colaw, IT CIO:

- Mr. Colaw said he is focusing on the College's Institutional Priorities as they relate to ITS.
- TIC: Mr. Colaw said he has created a technology helpdesk—The Technology Information Center—and has stationed a full-time employee (Luke) on West Campus. The TIC helps faculty, staff and students with hardware and software problems.
- Expanding the size of student email: All the students have 1G of mail space in MyAC now.
- Now can forward MyAC portal mail to Outlook mail if desired.
- Improving the overall technology infrastructure with strong concentration on teaching areas—classrooms, labs, etc.
- Concentrating on providing additional lab space for English students by changing scheduling.
- Expand access to wireless Internet at all campuses. Eliminating passwording for wireless access whenever possible.
- Eliminating mandatory changing of passwords.
- Institutionalize the replacement of lifecycle equipment. IT plans to replace 600 computers this year. Departments that have funding or grants can replace equipment sooner.
- Develop 24/7 access to IT resources for students—including 24 hr computer labs.
- Student lounge area on West campus with television.
- Develop a good multi-year strategic plan for IT Division.
- Six IT policies have been approved and are going to be put on the IT website. Mr. Colaw noted that the policies need to be consolidated and reworked to be less restrictive.

- Mr. Colaw noted that faculty could bring personal computers to the College for assistance but ITS does not make house calls.
- The College is participating in a program with Apple and Dell that allows for a student/faculty/staff discount when ordered through the ITS website. IT will also be able to review quotes and provide advice on computer purchases for home use. Mr. Colaw said he is also working on developing a program that allows faculty to buy software at a discount.
- Mr. Colaw noted that the College has signed a three year contract with Campus Cruiser for the portal and is working to make the portal beneficial and seamless.

Action Items

Approval of Minutes: Dr. Dolby noted that the word “stated” need to be added to a paragraph in the minutes. Ann Hamblin motioned to approve the minutes as amended. Tom Shelton seconded. Motion passed.

Dr. Biggers noted that committee chairs have received their notebooks. Faculty committees have been assigned according to preference and need for continuity.

Dr. Biggers has designed a Courtesy Committee card to send to staff and administrators. All the senators will sign the card.

Reception for Dr. Matney to celebrate his presidency: Sept. 17. Dr. Biggers passed around a sign up sheet.

Dr. Biggers noted that she is wants to inform the Senate of her desire to add people with strong backgrounds with the Senate to the Executive Committee that works with the Senate Officers to provide support and advice.

Discussion/Information Items

1. Dr. Biggers noted the importance of sharing information with each division and representing the faculty effectively. This is the Senate’s role.
2. Conversations on Student Success: Dr. Matney has called for 20 volunteers who will debate issues on student success, which will lead to the strategic plan. There will also be a blog to allow input from those not selected for the committee.
3. Institutional Priorities and Faculty Survey: Dr. Biggers noted that the Faculty Survey led effectively to new institutional priorities; however, the College is considering moving to a closed-ended campus-wide survey. Senators discussed their vision of expectations of the survey. This discussion will continue and the Survey Committee will meet with Dr. Matney.
4. Dr. Biggers encouraged senators to email her additional questions for Dr. Matney.
5. CCSSE Report—an opinion survey of students and faculty members that gives us national standards for comparison. Dr. Matney has asked Senate to supply five faculty members to be on the CCSSE analysis team.

6. Campus Cruiser: We have signed a three-year contract.
 7. New Software Purchasing Policy: Dr. Biggers asked for input regarding software purchasing policy problems. Senators should email specific examples and concerns to Duane Lintner.
 8. ATC Reviewing all ITC policies: Dr. Biggers noted that the Academic Technology Committee is reviewing all IT policies but she also pointed out that Mr. Colaw is working on streamlining all policies.
 9. Reception for Dr. Matney on the 17th, please sign up to help.
 10. Raises: The IT and HR Departments negotiated raises last year, which provides information for faculty salary proposal. Dr. Biggers noted that the faculty raises this year reflected the requests made by the Salary Committee
 11. CTL is working to develop a Faculty Internship Program that allows faculty to help faculty with distance education. Application procedures will be developed soon.
 12. Dr. Biggers noted that elections should be held to place faculty on the Rank and Tenure committee due to legal concerns. Holding the election is the responsibility of the division.
 13. Dr. Biggers noted concern regarding the high number of people from specific departments in the Senate and encouraged members to work to represent their entire divisions. This will be discussed further.
 14. Dr. Biggers discussed the policy on absences and encouraged senators to find substitutes if they miss meetings. Senators who miss more than two meetings can be replaced.
- Pam George moved to adjourn. Denise Hirsch motioned to second. The motion passed.
- The meeting adjourned at 5:35 p.m.