

**Faculty Senate Meeting
March 5, 2010**

Senators present: Ann Hamblin, Anne Nail, Bill Netherton, Denise Hirsch, Victoria Taylor-Gore, Cherie Clifton, Michelle Orcutt, Jnita Collings, Becky Burton, Aimee Martin, Carol Buse, Matt Craig, Claudie Biggers, Jana Comerford, Jill Gibson, Priscilla Hunt for Pam George, Jill Gibson, Claudie Biggers

Senators absent: Marianne Jones, Tom Shelton, Nichol Dolby, Teresa Smoot

Guests: Karen McIntosh, Heather Voran, Brenda Rush,

Claudie Biggers called the meeting to order at 1:10 p.m.

Discussion of Faculty Survey

Guest Speaker: Karen McIntosh, Faculty Evaluations Committee

Karen reported on the Best Practices for AC Online Courses form. The form has been integrated into online instructor evaluations. It will not be included in the formal faculty review process.

It will be used for faculty who request and receive a stipend in creating a course. It can be used by any faculty member or supervisor as a guide for best practices if they want to use it. It will not be sent to e-learning or follow any chain of command.

Karen said that the online evaluations will be distributed this Spring using a link sent in an email. The committee is investigating the possibility of using an online evaluation for traditional classes as well as online classes.

She also said that the Committee feels it is very important for traditional classes to be evaluated on the same schedule as online classes.

She noted that the Coordinating Board is moving toward requiring student evaluations for all educational institutions every semester and that the results be posted online.

Approval of Minutes: Correct typos: correct spelling of Danita and Nichol's name; correct "there" faculty survey to "the" faculty survey; correct CSSE to CCSSE; add "In classrooms with vented cabinets" to computer discussion

Denise Hirsch made a motion to approve the minutes as corrected. Cherie Clifton seconded and the motion passed.

New Business

1. New Senator: Carol Buse has been elected by the Business Division as the new senator replacing Duane Lintner who resigned due to family commitments.

2. New Vice President Election: Nominations: Pam George, Carol Buse. Aimee Martin moved to close nominations and Ann Hamblin seconded the motion.

Carol Buse won the Vice President nomination

Bill Netherton moved to destroyed ballots from Bus. Division election. Anne Nail seconded. Both motions were approved

3. Letter to the Student Success for Courtney Milleson: Courtney has asked the Senate to write a letter from the Senate to students in the Student Success Class to provide encouragement to them. Ann Hamblin & Anne Nail agreed to write the letter.
4. December Graduation: The Senate discussed some concerns including cost (about \$7,000). The ceremony will be held December 11 at 10:00 a.m. All faculty will be required to attend. The Graduation Committee is planning to recommend adding some sort of special student honor to this ceremony.
5. The Senate discussed the response to the resolution regarding online faculty representation on committees that make decisions regarding online policies.
6. Heather Voran reported that the Angel 7.4 Conversion will take place on May 18. AC Online will not be available on that day. To see the changes, go to the Developmental Server and email Heather Voran regarding any major concerns. Training dates have been emailed to faculty; however, the updates do not represent any major changes that will have a significant impact faculty currently teaching online.

Discussion/Information Items

1. Salary Committee report, Ann Hamblin: Duane Lintner was former chair of this committee and will meet with Carol Buse regarding how to proceed. Ann Hamblin reported that the Committee has updated the data used in the annual salary report.
2. Courtesy Committee Report

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3/4/10	Faculty and staff of the Panhandle Regional Law Enforcement Academy	NA	Celebrating milestone of 100 academies.
3/4/10	Brenda Walsh	Advising Associate at the Advising Center	Badger of Honor Award for outstanding student engagement
3/4/10	Claudie Biggers	Asst. Prof., Biological Sciences	Badger of Honor Award for outstanding student engagement

3/4/10	Bob and Beverly Vinson	Beverly is the Instructional Coordinator of the Real Estate Program, and Bob is a part-time instructor of Real Estate.	Death of Bob's mother.
3/4/10	Henry Wyckoff	Chairman and instructor of Automotive Technology	Death of his mother.
3/4/10	Kelly Jones	Instructor, Physical Therapy Asst. Program	Death of father-in-law.
3/4/10	Lynae Jacob	Asst. Prof., Speech Communications	Death of her grandmother.

3. Academic Technology Report, Victoria Taylor-Gore
 - a. Real video server has gone down so faculty who had videos on that server need to contact e-learning for instructions on how to restore those videos.
 - b. New flash media server is coming
4. Questions Committee
 - a. The Faculty Senate has received the following questions:
 - b. Discussed first and second questions: answers in Faculty Handbook, spreading info regarding importance of tenure is responsibility of departments and divisions
 - c. Question 3 Bill will forward to Danita McAnally.
5. Faculty Survey Committee
 - a. Survey is now online
 - b. Link has been sent out
 - c. Aimee will send Claudie to send to senators an announcement to forward out to their divisions
6. Mead Award
 - a. Nomination forms will be online next week
 - b. Posters are printed and ready to be distributed
7. Faculty Development Committee, Michelle Orcutt
 - a. The Committee is looking into an alternative activity to replace ACTS
8. IT Council Report:
 - a. Claudie Biggers reported that the College has a \$30,000 surplus from this Title V grant
 - b. Claudie has been approached to create an Online Faculty Forum to allow online faculty to visit with Lee Colaw and Brian Nixon
9. Technology Committee: Pam George no report

10. Elections Committee

New senator and Vice President elected – We will be replacing 7 senators as there will be 7 rotating off this year

Other business - Claudie proposed that we have an open forum (panel) with online faculty and e-learning, IT, etc. to discuss needs and concerns that online instructors may have.

Anne Nail made a motion to adjourn the meeting. Ann Hamblin seconded the motion.