

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

Members Present	Karen White, President Amanda Lester-Chisum, Vice President Nathan Fryml, Secretary Sarah Uselding, Parliamentarian Donald Abel Kati Alley Simone Buys Brant Davis Fiona Denge Bernardino Gonzales Tammy Holmes Robert Johnson Robin Malone Bill Netherton Camille Nies Kim Pinter Dave Van Domelen Walter Webb
Members Absent	
Guests	TAMARA CLUNIS FRANK SOBEY

Topics	Discussion/Information	Actions/Decisions Recommendations/Timelines
Call to Order	President Karen White called the meeting to order at 2:30pm.	

Faculty Senate Minutes
September 13, 2019
Ware Student Commons, Room 207

Approval of Minutes	Approval of 5/3/2019 meeting minutes.	MOTION to approve: Dave Van Domelen SECOND: Kim Pinter YEA: all NAY: none
President's Report	<p>Senator introductions.</p> <p>Sub-Committees review / questions / explanations.</p> <p>Encouragement to attend a Board meeting and report to Senate. [5:45pm status update (informal). Followed by open part of official meeting, and finally closed portion of meeting.]</p>	
Vice President's Report		
Secretary's Report	<p>Demonstrated how to access Senate General Use folder through google drive (current senator access only). It is the responsibility of each Sub-Committee Chair to create and/or maintain a living Sub-Committee handbook for use by future committee members. Committee chairs should set up meeting with previous chair to clarify responsibilities and create preliminary working document.</p> <p>Directed attention to Senate by-laws.</p>	
Parliamentarian's Report	Basic guidelines for how Senate discussions are to be handled.	
Guest Report(s)	<p>FRANK SOBEY:</p> <p>Real concerns with the previous faculty survey structure. COACHE survey garnered over 70% faculty participation. Current step is to</p>	

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

	<p>evaluate and disseminate the results of the survey and create appropriate action plan. Senate will create the faculty team to work through the results of the survey.</p> <p>TAMARA CLUNIS: We need to have a team of faculty/admin to go next August to the COACHE summit so we fully understand how to move forward with this material and compare our results against the entire COACHE cohort of 2-yr and 4-yr institutions who participated in this year. [Our survey results compared directly to 5 selected in advance by AC VPAA office, all of which are innovative in areas similar to our “No Excuses” approach.]</p> <p>There had been some concern expressed regarding less opportunity to type personal comments in the new survey. Personal feelings still come through clearly in the new format, but without unnecessarily direct attacks.</p> <p>A faculty team should be formed to assimilate, analyze, and disseminate data from the COACHE faculty survey taken last spring. Team should be reasonably cross-sectional across departments, ranks, tenure/non-tenure, etc. People well-versed in the culture, curricula, policies and procedures. Willing to work in collaborative environment with awareness of the importance of this task and the magnitude of the work. Willing to commit to 2-year process.</p>	
--	--	--

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

First meeting in October? The sooner the better. VPAA office is ready to run with this.

TAMARA CLUNIS:

Regarding recent question about a faculty member not meeting requirements for Rank and Tenure (not having been through process here), it is just a matter of switching that member out with an appropriate replacement. Senate makes the suggestion, and VPAA office approves. This is the first time this has been an issue (faculty members are not typically granted rank upon employment, as this one was). VPAA is willing to shorten time in which faculty member can go up for rank upon earning doctorate (or possessing doctorate upon entry), consistent with rank and tenure guidelines. But current VPAA office would steer away from granting rank upon entry, though no formal policy is in place. Even with shortening time, there is a great degree of documentation required.

Regarding Piper Award, nominations did come through, with two nominations most promising. The nominations needed to be stronger (the process is extremely rigorous, and even much stronger applications in the past have not moved progressed as hoped), so recommendations on how to strengthen their submissions were given to the nominators. This was never completed, so final submission was not made. The request for this year's round of nominations was sent out by email, and responses are required by Sept 27.

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

	<p>Everybody OK with Tuesday Bluesday? Bookstore will be increasing selection of attire to support.</p> <p>Question from a Senator to Dr. Clunis regarding Health Sciences representatives. Representation on Senate is based on numbers for the entire division, regardless of campus.</p>	
Questions	<p>SEE QUESTIONS / ANSWERS for <u>August</u> in attachment to next month's minutes. Summary and discussion as follows:</p> <p>1. What happened with our Piper Award nominee from last year?</p> <p>DISCUSSION: Tamara Clunis will address (see Guest Report).</p> <p>2. Why is there someone on the rank and tenure committee who has not been through the rank and tenure process here?</p> <p>DISCUSSION: Having been through the advancement and/or tenure process at AC is required. Tamara Clunis will address (see Guest Report).</p>	
Elections		
Legislative		
Professor Emeritus Award		
Faculty Committee Appointments	Revamp procedures to try to avoid issues from last year. Find a way to get clearer information regarding qualifications of proposed	

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

	faculty members in advance of voting. Try to get earlier start this year.	
Mead Award	Working on an online nomination system to avoid eligibility and legibility problems from last year.	
Technology	Please let Secretary know if there are any issues with the website or google drive that need to be addressed.	
Faculty Survey	<p>Will need to create a supplemental survey that will go out to faculty this year as COACHE survey is in its 3-year process, related to the preliminary report.</p> <p>Creation of independent COACHE committee (based on discussion with Clunis/Sobey above):</p> <p>Name? Rank? Tenure? How long at AC? Willing to serve for 2 years?</p> <p>Should also include a few Senate members.</p>	
Hospitality	Discussed the difference between the Hospitality and Courtesy subcommittees' roles. Hospitality provides refreshments for Senate meetings and helps promote a positive working environment. Courtesy focuses on celebrating successes and remembering losses experienced by the AC family at large.	
Instructional Technology		
Courtesy		

Faculty Senate Minutes

September 13, 2019

Ware Student Commons, Room 207

New Business	Faculty handbook committee is in process of rewriting the handbook to clarify procedures, minimum employment expectations (to assist in determining meritorious work), and faculty protections in relationship to students. COACHE committee should include members from the Senate Faculty Survey sub-committee.	
Unfinished Business	Title IX questions left over from last year will hopefully be addressed next month by new HR director.	
Updates and Announcements		
Meeting Adjournment	Next meeting scheduled for: Oct 4 Meeting adjourned at 4:05pm.	MOTION to adjourn: Kim Pinter SECOND: Don Abel YEA: all NAY: none

Recorder: Nathaniel Fryml, Instructor, Senator for Liberal Arts