

Polk State College Faculty Senate Minutes

For February 2020

Date: Monday, February, 10

TIME: 3:00 P.M.

OFFICERS:

Bill Caldecutt, President
Anthony Cornett, Vice President – Winter Haven
Cindy Freitag, Vice President – Lakeland
Rebecka Ramos, Secretary
Lorrie Jones, Parliamentarian
Greg Harris, Senator at Large
Lee Thomas, Administrative Liaison

Senators: Aaron Morgan, Andrew Coombs, Johnny Stewart, Tina Feleccia, Keith Libert, Dawn Dyer, Misty Sparling, Amy McIntosh, Rafaela Ellis, Rebecka Ramos, Lorne Fairbairn, Alexandros Dimitriadis, Megan Cavanah, Danielle Delgiudice, Carol Stinson, Lorrie Jones, Jess Jones, Anthony Cornett, Dann Hazel, Greg Harris

Guests: Lawrence Young (For Cindy Freitag), Kendrick Pierre, Christina Gesmundo, Val Baker

Meeting called to order at 3:03 pm.

Approval of Minutes from January Meeting. Misty moved to approve. Greg seconded. Motion passed. Minutes were approved.

Approval of February Agenda. Amy moved to approve. Greg seconded. Agenda was approved.

Reports:

President's Report

Bill is working on sending a mid-semester report out to all faculty. A scholarship in honor Jim Rhodes has been established. His family shared with Bill that this scholarship would have been exactly what Professor Rhodes would have wanted. Bill recapped the health care plan situation from last semester. In Fall 2019 (2020-1), the open enrollment options for health care plans changed. Employees were provided with a choice to remain with the traditional (“Cadillac”) plan with a charge or switch to a new plan. President’s staff found that faculty were not sufficiently communicated with about this situation and committed to pay the charge for an additional year. This is that year. Bill is working to make sure that all health care insurance plans and changes are communicated with faculty before summer. One faculty member had concerns that the faculty would have to pay for the new plan, but there is no move towards making faculty pay. The new plan will be covered 100% by Polk State College. Jess asked if there were discussions about phasing out the “Cadillac Plan.” Bill is not sure how the process of choosing and communicating

the health plan options works, and there are many faculty who would like to know about the process and be a part of it. Bill asked Dr. Falconetti if faculty could be more directly a part of the process. She will follow-up. If there is any concern about the new health plan, please bring specific concerns to Bill, so he can use them in discussions with administration. Alexandros mentioned that there are significant differences, so specifics are needed. Bill mentioned at the last meeting that steps would be presented at the DBOT meeting for approval in February. This did not happen. Bill met with Dr. Falconetti and, while she remains hopeful for a step increase, there is significant concern about the budgetary impact of the legislative session and the potential loss of funds from JD Alexander Center. Friday, there is a meeting with President's staff to work on the budget. This meeting will specifically address the 5% budget exercise previously discussed. After the meeting, there will be more information about what money is available. Endowed Teaching Chair applications are still open until February 14. Enrollment is down 1.6% FTE compared to last Spring. Constitution and By-laws for Faculty Senate has been passed. There are faculty two nominees for the NISOD Excellence Award: Professors Lisa Rosa and Megan Cavanah. These faculty were nominated at District Campus Group. Both faculty members will be funded to travel to NISOD this year. William DeWitt is no longer with the College; there was a reorganization in the IT department, and the position is no longer needed.

Lakeland Vice President's Report

No report.

Winter Haven Vice President's Report

Report will be in PIE soon; it is mostly an update of events happening on campus. Soar sessions for Winter Haven are listed. COL is having a recruitment meeting on the 20th at 6:30 pm. Any students and families interested in COL are welcomed to attend. The Self-Love Club is having an event on Wednesday. Organizations and clubs are welcome to join. A joint political discussion will be held on February 27th from 12:00-2:00pm in the WFA lobby, hosted by the Honor's Program and STEM club.

Administrative Liaison's Report

Dr. Thomas attended the meeting for Council of Instructional Affairs meeting in Orlando for three days. He enthusiastically reported that it was very exciting. There is a lot of discussion right now around proposed legislation that lowers the GPA required for dual enrollment from 3.0 to 2.5. This would double dual-enrollment at the College. The consensus from the state-wide discussions was that most state colleges are not ready for this significant change. To double the number of dual-enrollment students would bring a lot of issues, affecting instructors, support services, staffing off-site, and other areas of the College. Dual-enrollment students' fees are not reimbursed at the full price, and there is no reimbursement over the summer. This becomes a significant cost. The Faculty Human Resource Committee has been

resurrected and has been tasked to meet with departments to discuss credentialing. There are several items that need updating due to SACS and major changes including the creation of bachelor's programs. Members of FHRC are discussing changes with affected departments.

Senate will see the changes. The SACS packet is looking good, and SACS decided they did not need to come visit Polk because of the positive progress. Dr. Thomas thanks faculty, staff, Dr. Painter, and all the others who were and continue to be heavily involved in the SACS process.

Committee Reports and Updates:

New nursing faculty screening committee will begin meeting. Greg and Lorrie are both serving on the screening committee.

Old Business:

Rule 3.08 Suspension or Termination of Employees. This procedure has been on Senate's table for several months. Since there were no updated revisions from HR, there was new nothing to discuss. Lorrie moved to table. Misty seconded. All approved. Rule was tabled.

Procedure 5023 Interpretation of College Regulations. There has been no further discussion or revisions since the last meeting. Vice President Webb will be asked to come and discuss with Senate at the next meeting. Alexandros motioned to table. Greg seconded. Motion passed. Procedure was tabled.

New Business:

Procedure 6085 Investigations. Last month, Senate looked at this procedure and approved the equity language that had been added. However, Megan had concerns about the procedure as did other senators. Val came to discuss with Senate. Megan observed that the procedure does not appear to be consistent or sequential on the second page. Val asked for clarification. Rebecka suggested sending the procedure to FHRC for work on the general language. Megan will send specific feedback to Greg, the chair of FHRC, for continued committee work. Greg will send updates to Val and Senate. Misty motioned to table. Greg seconded. Motion passed. Procedure was tabled.

Rules and Procedures:

Rule 4.02 Admissions Policy. This procedure was clean-up. Megan mentioned that pregnancy is missing from the equity language. Greg moved to approve with change. Misty seconded. Motion passed. Rule was approved with changes.

Rule 3.16 Pay Plan for College Faculty and Staff. No major changes. Greg moved to approve. Misty seconded. Motion passed. Rule was approved.

Rule 3.01 Personnel Program. The procedure has not been updated since the faculty contract change several years ago. Greg had questions about G.2. The reduction of personnel also needs to be looked at. Alexandros motioned to table. Misty seconded. Motion was approved. Rule was tabled. Dr. Thomas will follow-up with the procedure.

Rule 2.12 Disrupters on Polk State College Locations. No major changes. Misty moved to approve. Jess seconded. Motion passed. Rule was approved.

Procedure 6049 Travel and Subsistence for Authorized Persons. Megan mentioned that not much has changed. She recommended a change regarding items D and F: taxi cabs and ride share options should both be mentioned in both items. In item G, a list of additional items eligible for reimbursement are included, but it may not be complete. Specifically, there may be extenuating circumstances when a College employee may have a valid excuse for some of these extra fees that are excluded by the procedure. Jess mentioned that he did not see mention of car rentals. Bill agreed that while not a lot of information changed, there were details that needed parsing. Greg motioned to table. Misty seconded. Motion passed. Procedure was tabled. Dr. Thomas will follow up with Peter Elliot.

Procedure 6012 Teaching Faculty Evaluation System. Dr. Thomas mentioned that nothing really changed. One significant change was that the forms have been removed from the procedure. Bill mentioned that this could be a problem as those attachments are sometimes needed. Alexandros commented that with the revisions, there is less clarity about the evaluative criteria. The rubric that has five elements for evaluation, but the changes reflect only four in the procedure. This does not mirror the current Faculty Goal form. Tina mentioned that if the rubric is changing so should the faculty goals. Megan mentioned there were further concerns about consistency in changes, especially as the faculty are in the middle of an evaluation period. Bill commented that sometimes those attachments are important, and the forms normally go through an approval process. Dr. Thomas mentioned that he would be willing to attach the evaluation forms and has no objections to embedding them within the procedure. Amy motioned to table. Tina seconded. Motion passed. Procedure was tabled. Dr. Thomas will bring the procedure back with the forms.

Procedure 1001 Communicating Course Information to Students. Bill stated that this looks like clean up. Megan mentioned that the changes will impact the BCI, and they will have to change. Jess stated that there was a mention of direct linking the BCI, which is not possible with the current BCI system. Misty moved to approve. Megan asked if the correct office was being referenced in E.1: district deans and district office. This should be changed to the Vice President of Academic Affairs. Alexandros moved to approve with the changes. Greg seconded. Several opposed. Misty moved to table. Bill suggested to have Dr. Thomas bring the procedure back as old business for a final review. Procedure was approved with changes, but Senate will look at it as Old Business in March.

Procedure 6019 Position Classifications. No major changes. Misty moved to approve. Greg seconded. Motion passed. Procedure was approved.

Procedure 6015 Student Worker Employment. Megan mentioned that the procedure shows sessions three and four for summer terms. Tina moved to approve. Greg seconded. Lorrie stated that 3.B should mention that the six credits are required for the entire summer, not each summer term. Bill offered that this may be worded this way because of a business office process. Dr. Thomas offered to travel with this procedure back to the business office. Motion passed. Rule was approved. Dr. Thomas will bring it back for an additional review under Old business.

Amy asked for a quick recap of which procedures had been tabled and which had been approved. Rebecka provided a summary.

New Business from the Floor:

Andrew brought forward the concern that the adjuncts were not going to get a paycheck from December until the end of February. Andrew asserted that it is an issue, and adjuncts are working for eight weeks without pay or without even a contract with the College. Andrew argued that because contracts are taking so long, adjuncts are working for several weeks without a promise to receive pay. Alexandros mentioned that Valencia pays on the 15th to try to help with this situation, but adjuncts are still teaching for a month or more with no paycheck. Andrew mentioned that the pay is not competitive, so this creates even more issues with keeping good adjuncts. Bill mentioned that this would be part of the discussion at the meeting on Friday. Dr. Thomas suggested talking with Peter about the issue. Megan mentioned that this was the change that came from payroll for this year and no discussion was brought forward about this being the pay cycle in the future. Bill mentioned that there should be discussions about whether the payroll will keep this disbursement schedule. Dr. Thomas and Bill will investigate.

Procedure 1032 Intellectual Property. Tina asked that Senate look at the procedure for intellectual property. There are three exceptions to the intellectual property that are causing some debate. Bill will be asking for clarity. The procedure will be added to the agenda for March as New Business.

Progressive Discipline. Rebecka mentioned that a concerned faculty member came forward with a question about the progressive discipline procedure. Progressive discipline is being used as discipline with the faculty member, but there is no mention of progressive discipline in any procedures, rules, or handbook. Alexandros agreed. This is part of the discussion for Rule 3.08.

Overloads/capping with classes. Rebecka mentioned that a concerned faculty member is being told that they are not being able to teach solely online over the summer. Dr. Thomas reported that he has been meeting with the faculty who teach fully online. Those who teach fully online had appropriate reasons for doing so. If one becomes a fully online professor, there must be some method to codify. The College is working to start this discussion. The faculty member mentioned that the practice of capping faculty is not equitable. The faculty member also mentioned that several faculty were grandfathered in to be able to exceed the cap. Dr. Thomas mentioned that there is nothing in writing about grandfathering in anyone for caps on course assignments. The only item that is in writing does not mention anyone who currently working for the College. Dr. Thomas has not officially brought anything forward about capping, and, when he needs to, it will be a public discussion. If online faculty and capping of classes becomes an issue in the future, it will be a faculty led discussion. However, the most important conversation needs to focus on what is best for students and learning.

4:31: Greg moved to extend the meeting. Anthony seconded.

Secretary duties: Bill mentioned a concerned faculty member has asked for more detailed minutes and agendas. The current minutes reflect previous practices. Bill mentioned that minutes are not a transcript. They cover the main points, some comments, decisions, and votes. A specific faculty member would prefer that it should be more of a transcript. Rafi mentioned that this is how minutes are done, not only at the College but in community organizations. Megan

mentioned that if the minutes were more of a word-for-word transcript, the turn-around time would be much longer. Rafi reminded Senate that the meetings are open to the faculty. Amy mentioned that it may stifle the meeting and recording for public hearing could be a legal issue. Rebecka asked about adding more information to the agenda. Bill mentioned that it is not the Secretary's job to add any additional information to the agenda. Bill encouraged Senators to have conversations with the departments when the agenda is disbursed.

Honor Lock: Bill reported Honor Lock failed him.

Adjournment: Misty moved to adjourn. Greg seconded. Meeting adjourned at 4:38.