

**Polk State College Faculty Senate Minutes**  
**January 2018**  
**Date: Monday, January 8, 2018 Time: 3:00 p.m.**  
**Location: LTB 1295 and WMS 124**

Officers:

Bill Caldecutt, President  
Cindy Freitag, Lakeland Vice President  
Anthony Cornett, Winter Haven Vice President  
Tina Feleccia, Parliamentarian  
Lee Childree, Secretary  
Greg Harris, Senator at Large  
Donald Painter, Administrative Liaison

Senators: Earl Brown, Alexandros Dimitriadis, Lorrie Jones, Misty Sparling, Jim Rhodes, Dann Hazel, Michael Harrison, Aaron Morgan, Andrew Coombs, Amy McIntosh, Jude Ryan, Danielle Delgiudice

Guests: None

Meeting called to order: 3:01 PM.

**Approval of December Minutes.** Greg moved to approve the December minutes. Michael seconded the motion. The motion carried.

**Approval of January Agenda.** Michael moved to approve the agenda. Greg seconded the motion. The motion carried.

**Reports**

*President's Report*

Bill asked if any senators were interested in serving on the hiring committee for Program Coordinator for Industrial Maintenance. No senators asked to serve.

Bill reminded the Senate that he sent all faculty the Strategic Plan for Distance Learning. He did receive some feedback (see below).

Bill stated that minor changes were made to Procedure 6068 (see below).

Bill sent an email to Lakeland Business and Technology, requesting a second representative for the Faculty Senate. As of the time of the meeting, he hadn't heard back from the department.

Bill shared that Dr. Bilski, a consultant, visited the College a couple of months ago to review our organizational structure. Dr. Falconneti is reviewing the faculty feedback and recommendations from Dr. Bilski. Dr. Falconneti briefed President's Staff on some of the major trends. This is just the beginning of the process. Nothing specific was said or reported regarding the faculty. As the process continues, Bill will provide the Senate with details.

*Lakeland Vice President's Report*

Nothing to report.

*Winter Haven Vice President's Report*

Nothing to report.

*Administrative Liaison Report*

Nothing to report.

*Parliamentarian's Report*

Nothing to report.

**Committee Reports and Updates:**

Nothing to report.

**Old Business:**

Senate Membership Structure. Bill suggested that the committee formed for this purpose convene very soon so as to have something to report for the next Senate meeting. Bill stated that he could be the point person for this committee. Alexandros requested membership on this committee. Bill said that he would send out a starter email within the next week.

Distance Learning Strategic Plan. Bill stated that the only specific detail he received was related to Quality Matters. He wasn't confident that the College was still using QM. Donald stated that the College is, in fact, still using QM review. There is some discussion about a statewide subscription to QM. Lorrie stated that the QM stamp is impressive to those performing reviews of College programs. Donald added that from the perspective of SACS, having some review standards like QM, if not QM, is important. Cindy moved to approve the Strategic Plan. Michael seconded the motion. The motion carried.

**New Business:**

Welcome to New Senators. Bill recognized the new members--Andrew, Lorne, and Dann.

**Rules and Procedures**

Procedure 6068 Screening Committee. Bill suggested that more time was needed to review this procedure. Bill agreed to send the updated procedure out to all faculty so that it may be approved

at the February Senate meeting. Lorrie motioned to table the procedure. Cindy seconded the motion. The motion carried.

Procedure 5016 Scholarships. Donald stated that changes were made to this procedure because of changes to the Honors Program scholarship. These changes were at the recommendation of the Honors Program Scholarship Committee. The changes are primarily to ensure that our current practice aligns with procedure. The Honors Program is changing the scholarship so that the student must apply to it every year. Michael motioned to approve the procedure. Cindy seconded the motion. The motion carried with a majority vote.

### **Business from the Floor:**

Access to Student Data. Earl requested access to student data for the purposes of research and tracking the progress of his students and the effectiveness of his instruction. Donald stated that anyone with a data request may submit the request with Kevin Jones in the Offices of Institutional Research and Planning. Bill stated that he has put in similar requests over the years and found the data useful. Donald stated that data should be accessible and the College is making an effort to make the data more available. Donald stated that certain data requires approval by the Institutional Review Board, especially if the research may be published, presented, or shown at a conference. A discussion about liability and concerns about use of student data ensued. Aaron stated that the information would be incredibly valuable to the faculty member who wishes to access it. Jude stated that it is not the professor's responsibility to assess the student beyond the grade. Tina cautioned against making subjective assessments that we (professors) are not qualified to judge. Cindy and Jim stated that they would like to avoid judging students based upon their previous performances. Donald extracted that the core of this question (How do we use data to improve student instruction?) is good. Donald stated that there is value in knowing where students are struggling. Jude stated that he is opposed to breaking this knowledge down to individual students. Donald suggested that it might be better to think about better utilization of the data we already have instead of creating something new. Tina stated that retention tracking could accomplish some of what Earl is looking for. Alexandros cautioned the group about judging a student on things like the ability to memorize.

Faculty Emeritus program. Jude expressed a desire to add a Faculty Emeritus program. FHRC is supportive of the idea and is in need of a procedure for creating a Faculty Emeritus program. Donald suggested that there is a need to create a small faculty group to discuss this. Bill stated that he would email all faculty to see who may be interested in serving on a committee for this. Jude expressed a desire to learn what procedures other Colleges in the state have for this type of program. Bill added that he has contacts with Faculty Senates throughout the state and would share that with Jude. Donald agreed to share with Jude his examples of Faculty Emeritus programs from other schools. Bill stated that he would send out a quick summary of what Jude is requesting. Tina suggested including the Library. Bill agreed to share this with them.

**Adjournment:** Michael motioned to adjourn at 3:57 PM. Tina seconded the motion. The motion carried.

Respectfully Submitted,  
Lee Childree  
Secretary