

**Polk State College Faculty Senate Minutes
March 2019**

Date: Monday, March 11, 2019 Time: 3:00 p.m.

Location: LTB 1295 and WMS 124

Officers:

Bill Caldecutt, President

Anthony Cornett, Winter Haven Vice President

Lorrie Jones, Parliamentarian

Lee Childree, Secretary

Greg Harris, Senator at Large

Steve Hull, Administrative Liaison

Senators: Jim Rhodes, Jess Jones, Bruce Dubendorff (for Cindy Freitag), Dann Hazel, Amy McIntosh, LouAnne Harto (for Danielle Delgiudice), Judd Ryan, Rebecka Ramos, Misty Sparling, Lorrie Jones, Carol Stinson, Alexandros Dimitriadis, Lorne Fairbairn, Aaron Morgan

Guests: None

Meeting called to order: 3:03 P.M.

Approval of February Minutes. Greg moved to approve the February minutes. Misty seconded the motion. The motion carried.

Approval of March Agenda. Greg moved to approve the agenda. Jude seconded the motion. The motion carried.

Reports

President's Report

Bill shared the results of the Coffee and Conversation meeting that happened on Saturday, March 2 at the Center for Public Safety. Approximately 12 - 15 adjuncts attended. Individuals came with specific concerns. Most concerns were departmental issues, not adjunct-specific or unionization issues. The subject of salaries was discussed. There were questions about scheduling and how the decision to assign classes to adjuncts is decided. Adjuncts had questions about the role of Faculty Senate, and Bill made it clear to the adjuncts that he would address their concerns as he would other Polk State College faculty. Bill added that he would continue including adjuncts in emails sent to all faculty.

Enrollment is up 1.9% for FTE purposes and 0.8% by headcount.

Dr. Mary Clark is the new Vice-president of Institutional Effectiveness, Accreditation, and Research.

Because of the difficulty in conducting a secret ballot electronically, it has been decided that the fairest way to conduct the voting for the changes to the Faculty Senate Constitution is via the Cashier's Office. Bill explained the secret ballot voting process. He asked that Senators encourage their constituents to vote.

Lakeland Vice President's Report

Cindy was unable to attend the Senate meeting, but her report may be viewed in its entirety on PIE.

Winter Haven Vice President's Report

Anthony highlighted upcoming events, including:

- Career Services is holding a résumé -building workshop.
- SGA elections are occurring March 13.
- Women's History Month events are ongoing.
- Spring Break is March 25 – 30, but Saturday classes still meet on Saturday, March 23.
- The Polk Museum of Art is hosting a French Day with John Barberet on March 23.
- Rebecka Ramos is hosting an APA Writing workshop
- The Career Fair is on April 11.

Administrative Liaison Report

Steve is looking for marshals for graduation in May. No one from the Senate volunteered. He stated that he would begin asking individual faculty members to help.

Jude asked about the color designation of Purple that the College was given a couple of years ago. He asked, specifically, if the College was addressing its areas of weakness. Steve explained that it is, including in the creation of First Year Experience. Since then, the College has moved up to Silver and has continued to show improvement in the areas in which the state is grading.

Committee Reports and Updates:

Misty reported that a program assistant has been hired at C.O.L.

Rebecka reported that the hiring committee for a new athletic director has formed. Interviews should occur during the first week in April.

Lorrie reported that nursing is interviewing the Friday before Spring Break.

Anthony reported that the A & P hiring committee has concluded and David Hill has been hired as a full-time faculty member on the Winter Haven campus.

Old Business:

Nothing to report.

New Business:

Nothing to report.

Rules and Procedures:

Procedure 5026 Student Code of Conduct: Academic Dishonesty. Steve reported that a question was raised by a program accrediting body. The feeling was that there was a lack of continuity between Procedure 1018 (Academic Appeal Procedure) and Procedure 5026. In order to prepare for SACS reaffirmation, a workgroup chaired by Rebecka Ramos was formed. The changes are those suggested by the workgroup. The steps in due process are not fundamentally different. However, there are now two levels of academic sanctioning, dependent upon the level or severity and/or the professor's discretion.

Steve stated the mediation session between the dean, the instructor, and the student is no longer required.

Jess expressed a concern that a Level 1 complaint is such that the complaint is no longer on record. Bill stated that it is the faculty member's discretion how to label an offense.

Lorrie expressed a concern, namely that students with a pattern of academic dishonesty may be able to get away with the dishonesty if documentation does not occur.

Bill suggested that clarification was needed in the procedure about what should happen when the instructor and the student do *not* agree on a resolution in a Level 1 sanction. Rebecka agreed to add clarifying language.

Bill questioned why the procedure should just cover plagiarism and cheating, whereas cheating could be more encompassing. For example, a student may be dishonest about his/her attendance in a class by having another student sign in for him/her when he/she is not present. The Senate agreed with Bill and suggested that there are other ways to be academically dishonest.

Bill suggested that clarification was needed in the section of the procedure titled "Possible Sanctions."

Jude stated that there should be some level of equal punishment across the board.

Rebecka stated that the workgroup has dissolved, but FHRC may be able to revisit it. Rebecka stated that she would take the Senate's advisement and make the suggested changes to the procedure. Bill stated that he would send the "slightly cleaner version" of the procedure to the departments to look at, and he suggested that each Senator elicit feedback from his constituents prior to the next Senate meeting.

Misty motioned to table the discussion on Procedure 5026. Greg seconded the motion. The motion carried.

Care Team Procedure (new). Steve stated that this is a best practice procedure on campus safety and security. The intent is to create a team to hear the concerns of anyone at the College

regarding a student's behavior, including characteristics that could be dangerous and affect the security of the campus. The College will continue to utilize the services of Kim Pearsall and Campus Security, but this new procedure is designed for student behavior *only*. This team will meet at least monthly. In case of an emergency, the group will meet immediately.

Jess asked about the College's ability to mandate a student receiving counselling. Though the College cannot force a student to attend counselling, it can dismiss a student from the College for not agreeing to counselling.

Steve stated that in case of an emergency call 911. The Care Team focuses on threat assessment. The team has not yet been created, but some people are currently going through training. The College is waiting for direction relative to the procedure before putting a team in place.

Bill stated that he would send the proposed procedure to all faculty for review.

Steve confirmed that this procedure is focused on students and not the reporting of employees. He stated that the intent of this procedure is to help the faculty, but it should not be used as retribution against a student.

Greg motioned to table the discussion. Misty seconded the motion. The motion carried.

Business from the Floor:

Aaron asked for an update on the Early Alert system in Passport. Steve stated that he would find that information and report back to the Senate.

Bill suggested the Senate re-examine Procedure 1024 (Faculty Schedule Assignment). The Senate agreed to look at it as a Senate before sending it to all faculty for discussion.

Adjournment: Greg motioned to adjourn at 4:06 p.m. Jess seconded the motion. The motion carried.

Respectfully Submitted,
Lee Childree
Secretary