

Polk State College Faculty Senate Minutes

Date: November 11, 2024

TIME: 3:00 pm

Meeting Held via Zoom

(Steering Committee Meets Following the Senate Meeting.)

****Link to supporting documents/reports without PIE access on last page.**

OFFICERS:

Bill Caldecutt: President (present)

Anthony Cornett: Vice President – Winter Haven Campus (present)

Jess Jones: Vice President – Lakeland Campus (present)

Misty Sparling: Secretary (present)

Greg Harris: Parliamentarian (present)

Chris Bothelo: Senator at Large (present)

Amy Bratten: Administrative Liaison, Provost (present)

Attending Senators: Gwyn Phillips, Johnny Stewart, Anthony Cornett, Greg Harris, Kim Hess, Jess Jones, Misty Sparling, Heather Childree, John Woodward, Lee Childree, Andrew Coombs, Chris Bothelo, Lorrie Jones, Michael Derry, Dirk Valk, Laura Brimer, John Barberet, and Gregory Johnson

Faculty Attendees: Jeff Barnham, Susie Moerschbacher, Jennifer Shaw, Nerissa Felder, Christopher Johnson, Pamela Jones, Niqui Pringle-Young

Presenting Guests and Others: Tamara Sakagawa (Vice President of Communications, non-presenting), Yovan Reyes (Dean of Early College and Student Engagement, non-presenting), Belkis Capeles (Dean of Workforce Education, non-presenting), and Deleise Wilson (Dean of Nursing, non-presenting)

[Note: This meeting was recorded.]

I. Approval of Minutes:

The *Faculty Senate Meeting Minutes: October 14, 2024*, were reviewed. Greg Harris motioned for approval and was seconded by Jess Jones. By vote, the minutes were unanimously approved.

II. Agenda Approval: *Faculty Senate Meeting Agenda: November 11, 2024*

- A. Bill Caldecutt asked for the *Officer Elections* to be placed under *New Business* along with the *Senate Objectives*. With those changes Greg Harris motioned to approve the Agenda, and Chris Botelho seconded. The agenda was approved unanimously.
- B. Bill asked if President Falconetti was going to be presenting. The President had asked to always be included and was sent the meeting link, but was not present. Amy asked if the President should just be listed as a regular attendee, and Parliamentarian Greg Harris said that, as she was not one of the members or officers, she should not be listed as a regular attendee unless she was presenting. Misty added that in previous years the President would only attend at the beginning of the year (and possibly at the end), so this has been a very different year in that regard. Greg Harris motioned to approve with the change to the Agenda and it was seconded by Anthony Cornett. The Agenda was approved.

III. Faculty Senate Officer and Liaison Reports

- A. **Faculty Senate President's Report:** Bill Caldecutt

The *Faculty Senate President's Report* is posted in PIE (overview provided). Topics listed below. Link below:

<https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/EVyzVUNmLq1PuzfqgeayufQBhLLZxSCfxnAw0u6UfczeOw>

1. Senate Membership

The Senate took the incomplete/inaccurate information provided by Human Resources and Administration and completed the work of assembling an accurate list of current regular full-time faculty. The Senate Leadership then solicited nominations in several areas of full-time Faculty Senate representation. Many representatives self-nominated to remain in their positions, and the Senate is grateful for their leadership and enthusiasm. Thank you to those accepting another three-year term as a representative:

- Andrew Coombs (WH Arts)
- John Stewart (LK Business/Technology)
- John Woodward (WH Business/Technology)
- Misty Sparling (COL Collegiate)
- Chris Botelho (WH Math)
- Gwyn Phillips (LK Nursing)
- Jess Jones (LK Science)

Please welcome the following people who were nominated to fill vacancies and are joining as new Senate representatives:

- Gregory Johnson (LK Business/Technology)
- Laura Brimer (WH Letters)

Gateway to College Collegiate faculty declined to nominate a representative.

2. New Salary Study

The Evergreen Salary Study faculty survey is complete; a meeting is being scheduled. Britt Gamble (Evergreen) gave a detailed presentation at the October 21 District Board of Trustees (DBOT) retreat. The agenda for the meeting was not released until sometime afterward, so I did not know in advance that the Board would hold a presentation and discussion regarding the salary study. There was extensive deliberation over the scope of the study and the range of similar institutions that would be used for comparison. Several members of the workgroup were present in the audience at the DBOT meeting (including the Chair and Vice Chair), but the discussion was exclusively between the Trustees and Britt Gamble.

3. Letters and the DBOT Request to Report Issues to the Faculty Senate [Included posted report but not discussed during meeting]

[Senate has not received a response from the DBOT's attorney regarding anonymous letters to the Board or whistleblower protection.]

4. Mold in the Lakeland Technology Building (LTB) [Included in posted report but not discussed at meeting]

5. Procedure 6073: Procedure on Rules and Procedures

This item has been on Senate's list of objectives (concerns) for many years. This document was changed without any Senate involvement, introducing several inconsistencies with other College rules and procedures. This revised

version for how the College approves its documents has the potential to reduce collaboration between Administration and Faculty via the Senate, and it inserts a new committee that does not exist in the College's governing documents (i.e., D/CG). It is also in conflict with the Faculty Senate's governing documents. This procedure is of tremendous importance, as it is the one of only a handful of documents that explains the College's shared governance processes.

At the President's Staff meeting on October 17, Dr. Falconetti shared the most current list of Senate Objectives with all members of President's Staff. She asked members to review the list, and Mary Clark asked to work on Procedure 6073. She said that, because it is related to DBOT Rule 2.24 (*Faculty Senate Constitution*), both documents would be reviewed (this rule has already been recently reviewed and is within the 5-year review cycle). I shared that Procedure 6073 had been changed without Senate involvement, and it contains conflicts with Rule 2.24; therefore, the *Procedure* needs to be updated to remove conflicts. The Rule does not require review as a *Rule supersedes a Procedure*.

On November 1, Mary Clark announced that she had selected members for a workgroup to address the Senate objective related to Procedure 6073. She has stated that this group will make recommendations for changes to the Procedure and the Senate-related Board Rule—it's Constitution (which ***was never a request*** and is ***not*** in the written purview of Administration for this specific document). All members of this group were already chosen (by Administration) before the workgroup was announced. The majority of the group consists of Administrators and faculty without Senate experience or experience with the Rule and Procedure review processes. While all voices are valuable and welcome, it is obvious that this situation requires members with long-term institutional knowledge as the highest priority to ensure alignment among all documents, processes, procedures, and Board rules—as well as College history.

I shared with Mary Clark that the *Faculty Senate Constitution* (Rule 2.24) has a unique and very specific process for amendments, and that it would be highly unorthodox (and unprecedented) for changes to be recommended from outside the Senate through Administration. I was thanked for my “perspective.”

Additionally, per Board Rule, any ad hoc committee or task force is supposed to be formed in collaboration with the Senate, with the Chair being selected through mutual agreement between the Senate and Administration. This is not how the group was generated.

The group meets November 19, at 3:30pm in WAD 236. I will keep people updated. Link to Senate Objectives in PIE:
<https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/Edr1EPjpiNFiuNLRByvVkmgBBBjAI6gOpRvy6gFTZNM4qA>

6. Payroll

I have been contacted by several faculty members who are concerned with the new practice of paying full-time faculty with two different paychecks each month: one for base pay and one for additional pay (e.g., overloads). I am told

there is no tax withheld from the secondary paycheck, which will certainly change the taxes owed in a way that is challenging to predict. To my knowledge, faculty have not been informed of this very significant change. There have also been issues reported related to deductions for retirement/investments. All individuals should carefully review their pay stubs.

Individuals have asked that payroll return to the way it used to be processed. They have also asked that the Payroll Department provide a list of changes and issues that have been reported so individuals know what to look for.

7. Budget

There was a meeting of Planning and Budget Council on October 30. There was no agenda provided before the meeting, and the meeting consisted of presentations and updates. There were no priorities, concerns, expenditures, needs, or issues debated or discussed (this has previously been the tradition, as it is the published purpose for this committee per procedure).

Members were presented with an explanation for how the various budgetary funds work (e.g., Fund 1 and Fund 7). I asked for an explanation why, in July 2023, the College transferred \$7.3 million from Fund 1 (unrestricted fund balance/salaries) to Fund 7 (restricted funds for current capital projects/construction). Because Fund 1 is used primarily to pay salaries, I asked if this transfer negatively impacted salaries. There was a non-specific explanation for how money is used in Fund 7, but no specific explanation for why money was moved, how the College achieved this surplus, where it came from, or what the \$7.3 million was to be used for.

8. Potential Faculty Financial Impacts

During the October President's Staff meeting, Administration discussed a plan to reduce spending in all areas of the College. Dr. Bratten explained that Academic Affairs is conducting a study. The Deans and Megan Cavanagh are looking at class sizes and student success metrics and there are plans to reduce the number of sections run for various classes. She said faculty can expect a reduction in the number of overload sections available. Additionally, faculty who have additional responsibilities that are non-instructional may be prevented from teaching overloads. Individuals have expressed many concerns:

- There could be significant new limitations placed on available adjunct faculty with the new healthcare plan.
- The College has been experiencing serious problems (for years) with finding any qualified individuals to teach for us in some areas, leading the College to leave vacancies or readvertise repeatedly (or use the "warm body approach"). In some areas, even with readvertising, it is difficult to get a pool with 1-2 candidates who are acceptable in the classroom and who do not refuse the job over the pay. This is true for full-time and adjunct positions.
- This change seems counterproductive to our mission as an educational institution and is likely to have a lot of negative consequences—many have expressed to me that the choices being made appear punitive.

B. Lakeland Campus Vice President's Report: Jess Jones (report available on PIE with Link below)

https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/Edm9fTFpkWxBgA72_BLmZ5AB4QZGCM2nI_aHsg6_V7r3Pw

1. Humanities Speaker Series: *Prehistoric People in Popular Culture* (November 13, 2024 in LTB 1125 at 3:00 pm).
2. Priority Registration opened today (Monday, November 11).
3. Open Registration begins Wednesday, November 13.
4. Graduation is Wednesday, December 4th at 6:30 pm at the RP Funding Center.
5. Men's Basketball is playing at 7:00 pm on November 13 and 22 in Winter Haven.

[Niqui said the Education Department helps students register for classes and students were receiving a lot of error messages. She asked if there were extra Advising hours or help available. Jess said Lakeland Advising was empty, so visiting in-person may help.]

C. Winter Haven Campus Vice President's Report: Anthony Cornett (report available on PIE with Link below)

https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/EYx5DPFPy8xAvU6TT55nuGkBUeao_G98AUjWstjzvBq1yQ

1. Open Enrollment – A letter came by USPS with login information; contact Felipe Garcia if there are any issues or questions.
2. Cody is rescheduling ProctorU training. Respondus training is tomorrow from 2-3pm. April Weimer's email provides registration information. Amy sent the meeting link to Misty and Bill for forwarding.
3. An Academic Affairs Professional Development option is scheduled Friday October 18; Cody is discussing Regular Substantive interaction (RSI), an online DOE requirement course. Another session is a Program Assessment refresher.
4. Graduation registration is available for attendees.
5. Winter Haven's Open House has been moved to October 29.
6. The last day to drop with 100% refund for Fastrack 2 is October 15.

D. Parliamentarian's Report: Greg Harris

Elections for Senate Officer positions will be held today.

E. Administrative Liaison's Report: Amy Bratten

1. The *Administrative Liaison's Report* is posted in PIE. Link below:
https://polkstatecollege.sharepoint.com/:b:/s/departments/aa/fs/ESWXt-R2HwpMkXHCjF5h7Z4BernZY9g63n_oYWWZbQu9YQ
2. Empower to Employ: Polk State received a \$1.49 million grant (over five years). There will be a faculty advisory board assembled soon.
3. Education Apprenticeship: The School District asked to partner with Polk State for an Education apprenticeship program. The concept proposal was awarded \$281,000 by the State. The grant is provided because the participating college cannot charge tuition or fees to student apprentices. The district selects the apprentices to participate (e.g., paraprofessionals), and Polk State is to upskill them. The concept is that two years of on-the-job training will get the apprentices from an associate's degree to a baccalaureate. Program enrollment for the first cohort of 10 begins in the Spring.
4. Academic Affairs Master Plan: Amy is creating a Master Plan of Advancement for the IEAR Office, bringing together deans and directors for a strategic planning

meeting to brainstorm. Amy and Cate Igo created a draft from the meeting results for confirmation. ***After that it will go out to faculty for feedback as well in keeping with shared governance.*** This will be added as a long-term plan directly connected to the College's Strategic Plan.

5. General Education Changes: The AQC's General Education Subcommittee, convened by Megan Cavanaugh, reviewed the College's programs. Recommended changes were submitted to the Department of Education for preliminary review and feedback, and the approved version must now receive DBOT approval at the November DBOT meeting. This will then go to the State Board of Education to ensure it is legislatively compliant. Once those approvals occur, Megan will bring together content areas to review the impact of the changes. The State has required that *Wellness Concepts* be pulled from the required General Education coursework. The two affected faculty members have identified a fix to complete their loads. In the spring, faculty will be asked to consider what the 2-3 replacement credit hours of General Education programming should be to prepare students for the future.
 - Misty: *Will there still be something in place to aid the Collegiate high school students who use Wellness for physical education credit?*
 - Amy: The courses are still to be offered, just not as required General Education credits for a college degree. Other classes (e.g., *Weightlifting*) that count towards the high school requirement will remain.
6. Course Sequencing: Amy asked Megan to work with all departments to create a sequence to every program. In addition to *Pathways*, Amy is asking for a sequence that specifically explains which courses are to be taken each semester as the student matriculates through a program. Once the sequences are complete, it should reduce student questions and enrollment issues.
7. Graduation: Currently, 33 faculty have signed up to participate in graduation at the RP Funding Center (December 4 at 6:30 pm, faculty arrival at 5:30 pm). Bookstore regalia must be rented by November 15.

Questions:

- Jess: *How is the course sequence guidance that is being determined different from the Pathways sequences faculty already created? Isn't this redundant?*
- Amy: The sequence would basically look like a grid of four semesters showing what should be taken each semester.
- Jess: *This has already been done for most programs--Did that get lost, because that was part of the planning process to have it mapped out clearly for the students? [Others confirmed that these sequences exist and are on the website.]*
- Amy: I had not seen those. I am still fairly new and may not have the context everyone else has. I will ask Megan to dig up those materials and make sure that they align.
- Niqui: Assoc. VP Pakowski helped create the *Pathways* sequences before his departure as part of his doctoral thesis. The group created *Pathways* for both full- and part-time students. These sequenced *Pathways* are used in SLS 1122 *First-Year Seminar* while building student Education Plans.
- Jess: They are accessible on the Polk.edu website under Program Maps, just click on the individual programs.
- Jennifer Shaw: *How were faculty selected to work on the sequencing in your group?*

- Amy: Currently, Megan Cavanaugh is utilizing the AQC General Education Subcommittee to work on this.
- Jennifer: There are some courses in those *Pathways* that don't mix well (e.g., A&P II taken with Microbiology or Physics). Historically and statistically, the chances of students being successful in both classes are poor, especially if they are also taking ENC1102 or mathematics coursework simultaneously. Faculty could provide helpful feedback on student success.
- Amy: I will make sure Deans are brought into this discussion as well, once they are finished with General Education work.
- Bill: *At the last President's Staff meeting Amy, you mentioned that there was a study going on with the Deans and Megan Cavanaugh. They were looking at class enrollment sizes and success rates, and that this will impact overload availability for faculty. Some faculty have written me already asking about dean communications directing them to reduce their overloads to below the number of points allowed by Procedure 1006. Could you provide details?*
- Amy: We are ensuring we are offering courses that are supposed to be offered certain semesters and not over-offering numbers of sections. We are trying to offer electives students ask for. We have been reviewing our last SACS report. We have a higher percentage of faculty teaching at the maximum overload. Mary Clark reported that one-third of faculty teach over the maximum overload, one-third teaching at the maximum or some amount of overload, and one-third with no overload at all. The best practice for faculty scheduling is to reduce the number of faculty who are over the maximum and the number of faculty who are at maximum. Especially for those faculty who are at the maximum overload and do other things for stipends. What is at play here is not only SACS best practices for staffing, but Department of Labor Laws. We can't have so many people having stipends, overloads, and points. We are addressing that by looking at how many sections of courses we offer. We will go by procedures and make sure that full-time faculty have first dibs on overloads.

Faculty questions were as follows:

- Question: *Many professors who have been here for a long time—or even decades-- count on that overload income. Perhaps the limits in Procedure 1006 need to be revisited? It is understood that overloads are not guaranteed, but for 18 of 20 years I have had an overload, and I count on that income.*
- Amy: This isn't personal. Amy said she was instructed to do an analysis, and so there is no guarantee of overload. If you happen to work in a department where there are a lot of sections, and we don't have the full-time faculty to cover all of those sections then we may have to piecemeal the schedule together; however, reductions are where we are headed.
- Jess: As a Department Coordinator, let me provide context for why we have high teaching loads at Polk State. First, we don't have enough full-time faculty to staff all the course needs. You are talking about departments where it is hard to pick up local, qualified adjuncts who can teach specialized classes. For instance, in considering adjuncts for a selection of science courses, one individual was applying to teach a course that he failed in graduate school. Secondly, there is a salary-related motivation. Polk State's faculty wages were stagnant for 10+ years, and we had inflation of 3% per

year for those 10+ years. We have made gains in the last three years, which made up for *part* of the last four years of inflation, but we are still behind. We have stagflation. You are asking people to make less than they did 10-15 years ago. This proposal takes courses away from full-timers, and we don't have a suitable way of staffing these classes. We can't cancel classes. This is how we have arrived at this point.

- Amy did not disagree, but said after the data has been analyzed, there will be decisions that have to be made. If faculty are teaching too much then they can't possibly be giving the right kind of actionable feedback and interaction. There are a lot of factors to balance.
- Bill: *What labor laws that would get in the way of teaching the maximum points?*
- Amy said if a person is getting the maximum overload and stipends for extra work, that has to be able to be quantified to the Department of Labor. For instance, how many workweek hours does that equate to?
- Bill responded that there are many things faculty do that can't be put into a spreadsheet.
- Amy said the Department of Labor has formulas to compute this.
- Question: *When Administration lowered the maximum points from 96 points to 84 [2019-2020], that was quite a hit, and many people are still trying to make ends meet. Everyone is trying to look for extra points or a stipend, because we are invested here at Polk State. My concern is for the long-term impact. If people have to invest time working in other places to make ends meet, then it is going to be really hard to bring people back, even if we were to give everyone raises. My concern is how this is going to affect the institution in the long run. It could take Polk State years to recover from this.*
- Amy responded that all these items will be brought to the table when doing this analysis. This is higher education in general, especially as has been discussed with regard to insurance benefits. We are going to have to track who teaches at what Florida institutions to determine who receives benefits, because the Department of Labor came in with the State and said there are X number of people in the State working at this many places and it is too much.
- Question: Anthony referenced the new law restricting the amount that adjuncts can teach before being paid benefits. He said: *This seems counterintuitive to think about scaling back how much full-time faculty can teach, because what if the College ends up losing quite a number of adjuncts? Who is going to teach those courses? We are in rural Polk County. We can't even hire a qualified Science Laboratory Coordinator. We had two applicants--one pulled out before the interview process, and one pulled out three hours before the interview.* Right now, in Winter Haven Science, we have two part-time OPS (student) workers, one with no Biology experience. We can't hire a full-time employee, because HR redid the pay scale and job description without asking us. If you have a bachelor's degree in Biology and you are going to do a lab-tech job, then you can make 30% more working for Mosaic and get free benefits! Why would anyone work here? HR took out the AA qualification even though most lab techs get an associate degree with a certificate--that is the job. Administration may ask the biologists to prep all the labs, and we don't get paid for that. We have a full-time position plus

four part-time positions that are supposed to be filled, but we aren't able to. We can't get even get a part-timer hired. It took 3 months to get the last person hired to do an OPS (student) position that does 25 hours a week. These are not good business decisions. *Some of this can be circumvented by involving those of us who know the situation. You have approximately 150 full-time faculty who are experts in their fields, so can the College use the people at its disposal?*

- Anthony: Another example [of not involving faculty in decisions] is that Banner was purchased—this system does not even have the ability to make a list of students. *How did no one realize that? How do you not have the ability to generate a list of students at a college? My Phi Theta Kappa Honor Society can't recruit members, because we can't get a simple list of students. The Civic Literacy Program can't get a list of students [for state-mandated testing] because you can't generate a list of who needs to take the test! It appears that now we have to purchase a tool from a third-party vendor to get the ability to generate a list on Banner.* Now we will have two things come to a head at the same time with the adjunct-insurance issue and the full-time faculty course restriction decision. This is not just going to cause discomfort for full-time faculty--it will also be a major issue for the students.
- Amy stated that she appreciated the input.
- Question: *We don't have a lot of Social Science majors here, but our courses are required for a lot of other majors. The decision criteria we teach is used by artificial intelligence. Can we ensure they also take a broader view and examine that as well?*
- Amy said this was part of the reason to keep sequence maps up-to-date.
- CGS1100 is also in a lot of degrees; that may be another course to look at regarding high overloads, even if it doesn't lead to a program.
- Amy agreed and mentioned that the program they will be using for analysis is Ad Astra. It is a platform used for scheduling rooms and room reservations. It also does Program Map analyses.
- Question: *It seems counterintuitive to reduce overloads, but then have one of the solutions be to go work somewhere else. If the idea is that we are stretched too thin at one institution, then going somewhere else to adjunct would be the same amount of work or more.*
- Amy said she had done this in the past but was not recommending it.
- Niqui: The solution then would be to increase faculty wages. Or to increase the overload points allowed in the Procedure [1006], and have the deans keep faculty below that number.
- Amy clarified that she has heard the request to revise the maximum point load, but the College is not permitting this.
- Question: *When they decreased our points from 96 the result was our full-time faculty had to teach elsewhere. Most of our adjuncts are full-time faculty at another school. This is silly. My question is are they going to start tracking that [full-time faculty teaching at other institutions] as well?*
- Amy said the College is going to be tracking that.
- Question: *So, are they going to say: "No, you can't teach at this institution as an adjunct because you are teaching too many hours total?"*
- Amy explained that they are tracking people who work at State intuitions.

- [A loophole was acknowledged that work at private colleges would not be subject to these limitations.]
- *What was the trigger for these changes?*
- Amy: Before the last SACS visit, Administration had reviewed faculty loads. Knowing that we are prepping for the 5-year midpoint review, the College has started working on dividing up the writing of reports, and that brought findings back to the surface for focus now.
- My understanding was that was the reason that the overload amounts had been reduced from 96 to 84 before the previous SACS visit was to ensure compliance at that visit.
- Amy stated they reduced the points from 96 to 84; however, that was only one measure of improvement that was made towards meeting that finding.
- Question: *When we move to HLC [new accrediting body] would that divert some the issues, since this is a SACS issue?*
- Amy explained that when the College moves to HLC rather than SACS, there will be less emphasis on this type of recommendation and requirement.

Greg Harris motioned to extend the meeting at 4:22 pm, which Anthony Cornett seconded. The motion passed unanimously, and the meeting continued.

IV. Committee Updates: none

V. Old Business:

- A. Senate Objectives: These were updated after May's meeting and collected through the fall; Bill asked for Senate rep and departmental input. He has received some emailed information to include and will add anything from meeting before finalizing and sending out the new list. Additions:
 1. The three collegiate high schools are still using a Salary Schedule from 2022 – 2023, without any update. While the addition of tenth grade is going well, due to end-of-course exams, this may affect the school grades, which will affect paychecks. Collegiate faculty used to always receive the same increases that other College faculty received, but now they are not allowed to. Bill summarized that with Collegiate faculty being paid by a different system than College faculty, they currently don't have a seat at the table to discuss salary changes and other issues. He will add that as a Senate Objective.
 2. PIE, the College's document reservoir, is disorganized and not being updated properly. One can't tell if procedures, manuals, forms, and documents are the real, updated version or an older item. Could this be looked into so we can provide a better tool for use and retrieval of College documents?
 - Amy said she would bring this forward to the next President's Staff meeting.
 3. With so many changes happening with Banner, insurance, payroll taxes, etc., could we request better or clearer communications? There were people who were distraught about life insurance changes from two-times salary to a much lower drop coverage.
 - Bill added that he has heard a lot of concerns about pay and deduction changes--and issues central to Payroll and HR.

- A request was made for better regular communication regarding payroll and benefits, and for broader information about what to look for in your own pay stubs when an issue has been identified.

B. Nursing Program Compensation Concern:

The Bachelor of Science in Nursing Program faculty members have been heavily involved in a curriculum redesign and the new course development [for the new XploreFLEd initiative]. The process described in Procedure 1006: *Faculty Workload* provides for faculty to receive remuneration for this work; however, it has not been made clear how faculty will be compensated, and some are concerned they will be left without pay for the work.

- Bill explained that Procedure 1006 addresses compensation for: 1) new course development and 2) conversion of in-person courses to online or hybrid modalities. Faculty are to be compensated for anything done that is not contractual. He has been guiding the concerned Nursing faculty toward the related procedures to help them know what questions to ask for clarity.
- Amy stated that a portion of Procedure 1006 that says, "... all assignments and their associated point allocations for other than direct instruction and formally established manager or coordinate assignments must be approved by the Campus Provost or Vice President of Academic Affairs." Therefore, compensation must be agreed upon prior to the work being done. If work has been done without a prior agreement or approval, then the College does not have to compensate for it.

Bill will update the Senate Objectives for 2025 and send it out for input.

VI. New Business:

A. Election of Officers: Bill Caldecutt

There are five positions open for election each November: Lakeland Vice President, Winter Haven Vice President, a Parliamentarian, Secretary, and Member at Large. Each officer (except Member at Large) is required to hold a *Continuing Contract* (or 5 years of satisfactory service, if ineligible). Each Vice President must teach primarily at one campus. The Secretary and Parliamentarian positions are not campus-dependent, but the Vice Presidents receive campus-based nominations and votes.

1. Jess Jones self-nominated for Lakeland Vice President. There were no other nominees. Jess Jones will continue as the Lakeland Vice President.
2. Greg Harris nominated Anthony Cornett for the Winter Haven Vice President, and there were no other nominees. Anthony will continue in this position.
3. Misty Sparling nominated Heather Childree for Secretary. Heather accepted. There were no other nominations. Heather Childree is the new Senate Secretary.
4. John Barberet nominated Michael Derry for Parliamentarian. Anthony Cornett nominated Greg Harris. Greg Harris stated that he has appreciated the job, and though it has been more challenging lately, he sees it as refreshing and would love the opportunity to continue. Michael Derry explained that he had been the Senate Parliamentarian before and is still taking the IAP (Institute of American Parliamentarians) courses. He stated that he has completed the first two courses and is working on the final two now. By vote, it was determined that Greg Harris would remain the Senate Parliamentarian.

5. Misty nominated Laura Brimer to serve as the Member at Large. She accepted. Chris Bothelo self-nominated. Per the vote, Chris Bothelo will remain the Senate Member at Large.

VII. Business from the Floor:

Remote Test Proctoring and Academic Integrity:

Jeff Barnum shared discontent that with Honorlock has been taken away as a tool for maintaining testing integrity. Honorlock was critical, as it provided a proctor to intervene if a student did not do an appropriate room scan or was looking at a device while testing. When Jeff expressed discontent about the lack of testing integrity tools, he was told that ‘if students cheated on some tests, it will catch up to them.’ And he could use the costlier proctoring option if it was a high-stakes option—but in college, all tests are high stakes and important! Even if cheating will ‘catch up to a student in the end,’ the College needs to take it more seriously. Other than using ProctorU and charging the students (the only supervised proctoring option left), the instructor is left watching hours and hours of footage of each student testing at the various times to catch cheating to preserve course and degree integrity.

Discussion ensued. Faculty indicated proctoring and cheating are becoming increasing concerns and frustrations with regard to instruction.

Bill indicated that he had heard similar dissatisfaction about the lack of options. One option would be to hold synchronous testing and try to watch everyone through the screen; another is to hold a test multiple times over and over—both have major setbacks.

Jenifer added that Procedure 5026: *Academic Dishonesty* should be revised to make it easier to understand and to align practices. The College needs clear consequences. Also, there is no tracking system that shows a student cheated in more than one class. Lorrie added that faculty do not have anything in place to show a pattern of behavior.

VIII. Adjournment

Greg Harris motioned to adjourn at 4:58 pm, which was seconded by Chris Bothelo. With a unanimous vote, the meeting adjourned.

Dropbox link for those without PIE access:

<https://www.dropbox.com/scl/fo/fkjvd63zelw3zwi6r3u0s/AG7d81j1AUYY1mnVfVOTEmw?rlkey=6lfgszczvuxlu968yj1n1naw1&st=ukqtzv82&dl=0>