

Polk State College Faculty Senate Minutes

Date: September 16, 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 (present)

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

Faculty Attendees: Susie Moerschbacher, Jacqueline Gray, Niqui Pringle-Brown, Jennifer Shaw, Nerissa Felder, Herbert Nold, and Latrice Moore, Aaron Morgan, Abeer Alamri, Jeff Barnum, Laura Brimer, Cathryn Goble-Smith, Christopher Johnson, Pam Jones, Salma Nawlo

Presenting Guests and Others: Angela Falconetti, Tamara Sakagawa, Amy Bratten

[Note: This meeting was recorded.]

I. Approval of Minutes:

The *Faculty Senate Meeting Minutes: August 8, 2024*, were reviewed. Jess Jones made a motion to approve, and Chris Bothelo seconded the motion. The Minutes were approved.

II. Agenda Approval: Faculty Senate Meeting Agenda: September 16, 2024

A motion was made to approve the *Faculty Senate Meeting Agenda: September 16, 2024*. Jess Jones motioned to approve; Misty Sparling added that she needed to adjust the Agenda as Cody Moyer would not be able to attend. *[Note: Cody was not provided the meeting link to attend 3:30pm, as he emailed stating he could not attend due to the AQC meeting.]* Anthony Cornett seconded acceptance with this change. The agenda was accepted.

III. Guest Speaker: Dr. Angela Falconetti

The President explained that though the College was previously committed to having a 100% employer-paid insurance option, the new State plan mandates contribution by employees and employers. As such, beginning December 2024, employees will be required to contribute to their health plan premiums.

The president introduced Dr. Baz Aboutenein, the Interim Chief Information Officer.

IV. Faculty Senate Officer and Liaison Reports

A. Faculty Senate President's Report: Bill Caldecutt

The *Faculty Senate President's Report* is posted in PIE.
<https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/Ea2cNJypmL1NuPzBb4ZoVLwB9ApZlvoxG4btMITj-YKefw>

1. **Bill presented an introductory statement:**

It was a busy summer at the College, so I want to give the following report some context:

The faculty at Polk State have had-- for several years--some very serious concerns about shared governance, transparency, and salaries. There are multiple current issues related to these concerns. While it is easy to characterize this as an inevitable factor of the differing perspectives and interests of Administration and Faculty-- I disagree. I am optimistic, and my positivity is grounded in reality—I have seen the benefits of authentic shared governance, as many of you have, and I have not forgotten the impact it has on morale, working relationships, and the overall productivity of the College. I know it does not have to be this way. I have seen true shared governance produce a culture of partnership, collaboration, and incredible growth at this institution—it built the College into a cohesive family of differing but complimentary roles.

In 2008-2009 this College engaged in a salary study [Mercer Study] that was fully transparent and collaborative, and all stakeholders shared a belief that the results and required changes were meaningfully and honestly addressed. The goodwill generated from this event's transparency and genuine outreach was so strong that it took over a decade of inflation and cost of living increases (with NO change in the Faculty Salary Schedule to offset sinking wages) before it began to degrade.

Unfortunately, by 2021, we were still using the 2012 Faculty Salary Schedule to pay people—and the hardship intensified into real pain for many.

Because I have seen a system where this College works as a family, and values its members as such, I will continue to model the open honesty and transparency that leads to trust in leadership. I know faculty remain eager to participate in shared governance, and if our role as a partner is fully acknowledged and upheld, I believe the College will quickly return to its “natural state,” as a quilt of many fibers woven together in a common purpose. This is a worthy goal.

2. **Senate Membership:** After August's meeting, I requested from Administration an up-to-date listing of all regular FT faculty in each department to update the Senate membership. I have received information for some areas, but not all. Some data arrived as recently as today (9/16). I will renew the data request for remaining areas this week so we can determine if any Senate Representatives need to be added.
3. **August 8 Senate Meeting:** During the August 8 Senate meeting (recorded), while discussing the DBOT's directive to hire a new third-party salary consultant, Aaron Morgan said:

It would be valuable if the Senate could send somebody to the [DBOT] meeting for the express purpose of communicating clearly and articulating exactly what the faculty concerns are--about the Gallagher Report, about the pay, about the salary increase--so that the Board members who are making decisions that affect our futures may be a little bit better informed.

After this meeting, Anthony and I were told by a member of Administration (who was not present for the duration of the meeting) that Aaron said, “apparently there is confusion, and the Board needs to be educated.” Additionally, this person stated that there was “support at the Senate meeting” for the recommendation to have Senate leadership present this to the Board.

The person indicated that he/she had shared the information with the Board's attorney and/or Board members.

These two assertions are inflammatory and verifiably inaccurate, based on the meeting's recording. Additionally, they are arguably damaging to Aaron, the faculty, and the Faculty Senate. I write now, with full transparency, to establish that this account regarding Aaron's statement is **factually inaccurate**. I also wish to state—on the record—that the members of the Senate did not vocalize any support or opinion regarding Aaron's statement—in fact, **no comments or questions ensued at all**.

The Senate Leadership has asked multiple times for this erroneous information to be retracted. We have not received an affirmative response.

4. **Staff/Administration Payroll Changes**: At the August DBOT meeting, the *Consent Agenda* contained nine salary-level changes for various staff/administrative positions (i.e., non-faculty). There were five positions “re-leveled,” three new positions added, and one position deleted. There are often several staff and administrative pay-level changes in each meeting's *Consent Agenda* (i.e., *these items are not discussed during the meeting, and the details are not reflected in the meeting minutes*). I have asked members of Administration repeatedly to provide transparency regarding the cost of these increases and re-levelings, as faculty members are not able to benefit from such opportunities—plus, *Faculty Salary Schedule* Steps are often disputed, and raises are very rare for our employee category. Without transparency from administration, the best I can do is make my own calculations based on what is published. The overall change in recurring cost for the August positions (i.e., using the benchmark salary for each position and level) is \$221,992 (\$265,176 was reported during the meeting. It has been double-checked and revised.) This includes positions re-leveled upward, re-leveled downward, positions deleted, and positions added. According to DBOT meeting packets for the past 20 months, the monthly average is \$72,533. Thus, the average annual cost for Staff position modifications is \$870,400 per year of additional recurring funds. Even if this number is off by a significant amount, it is **FAR MORE** than the amount that the faculty have been told that it costs to implement an Annual Step that is part of the *Faculty Salary Schedule*. (**Note:** *Faculty continue to assert that salary steps for faculty are budget-neutral on average.*) Staff salary changes like this occur during most months for various Admin, Pro/Tech, and Career positions, and faculty have asked me to provide transparency via monthly Senate reports, which is why I am including this information.

Adjacent to this, many Faculty- and Career-category employees have expressed concern with the “top-heavy” growth of the College.

5. **New Salary Study**: On June 24, the DBOT requested a third-party salary study for the full-time faculty. Specifically, the members indicated a need to provide understanding for how faculty salaries should be administered in relation to the *Faculty Salary Schedule* (i.e., Step-based system of compensation). The trustees indicated a desire for everyone to be “on the same page” and to have faculty “buy in.” The study was to be a collaboration between faculty and representatives of Administration.

During the 11 weeks following the DBOT's request, faculty have not been involved. Administration created the Proposal Request, reviewed the incoming proposals, and selected and hired a third-party (Evergreen); they then established the study's parameters and timeline. They also established a Resource Team with seven members, of which they selected five of the seven members. Faculty and the Senate were not afforded involvement, though this was requested and offered to Administration on multiple occasions.

The Resource Team met on September 9 for the first time. The representative from Evergreen presented a draft of a survey (to be deployed soon). The faculty on the Resource Team have been working to request corrections and clarifications, as the draft appeared to be a generic survey tool used for a variety of institutions—it did not functionally or organizationally align with Polk State. For example, the Team needed to clarify that a faculty member cannot serve for a period of time as a Dean as 'a leadership opportunity' (Deans are hired as Deans at Polk State and are in the Administrator employee category); Polk State's faculty receive a Continuing Contract--not tenure; the team requested removal of statements regarding faculty access to "pay incentives" (e.g., health/wellness incentives) that do not exist at Polk State.

Currently, the Evergreen representative is still waiting for a list of full-time faculty members' email addresses from HR to deploy the survey (the Senate has also been waiting for nearly a year to receive an accurate list). Please watch for notification when the survey is available, and please participate. The team's goal is to receive feedback from all full-time faculty members. I am asking Senate Reps to remain in contact with all constituents to ensure each adds his or her voice to the process.

6. **Alteration of the Faculty Salary Schedule:** The DBOT-approved *Faculty Salary Schedule* has historically included a definition for Steps that said, "Each step is normally equivalent to 1 year of service." In 2021, this was changed (outside the process of shared governance) to, "Each step is *approximately* equivalent to 1 year of service." In 2022 it was changed again to, "Each step is *approximately* equivalent to 1 year of experience." While it may seem trivial, this change alters the meaning and intent of a "longevity Step," which is the foundation of the *Faculty Salary Schedule*--our Step-based system of compensation. I have asked for an explanation for why these changes were made—without success. The changes were made outside the process of shared governance—the Senate did not review or approve of either amendment. I have been unable to even determine if the Board was asked to vote on the changes or if the file was simply amended on a computer at some point. I have not found anyone who claims to know who made these changes or why.

As this is a published Senate Objective, I have been asking since April for the language to be reverted to the original statement. Dr. Falconetti agreed to do so. The change has not yet been made.

7. **Letters and the DBOT Request to Report Issues to the Senate:** At the August DBOT meeting, the trustees read a statement, saying that they had been receiving letters (on multiple occasions) in the past year:

“...troubling accusations directed at the College and its Administration, as well as subjective criticism of various protocols and procedures. While these letters lay out consistent negative opinions, they fail to provide factual and substantiated evidence. Furthermore, not one of these letters have been attributed to an individual. They have always remained anonymous. Therefore, myself and perhaps as a Board as well, we cannot lend any credence to the veracity. I want to go on record that these individuals that are behind these attacks need to state their concerns outwardly, throughout the appropriate avenues-- including President Falconetti, either Faculty Senate or Board Member’s Attorney Wilson. But as a Board, we cannot address these claims as presented without factual information and identification. Let this be known going forward to contribute to the success of this institution. I say this because, while we as a Board are very concerned with the College, the Faculty, the way internal affairs work just as much as outwardly-- we also support our President, first and foremost. And it’s unfair to send things to Board members without properly stating your name, your identification, and attaching some type of factual information. These absurd opinions coming from one place to another, especially to my residence, it actually looks very poorly on the College as well the staff who take this into their own hands and to their own matters to make these opinions, again, without the facts and... hatefully doing so. So, I encourage anyone who does have an issue, it is your right as an employee to vocalize if that is what’s going on, but you need to do it through the proper chain of command. You also need to be outwardly ready to identify yourself and I’m sure within some of our protocol we have a whistleblower type of protocol that could be used to make that happen. But as of now, on record, I’d like to say I, myself, are in support of our President.”

All trustees vocalized agreement with the statement, expressing hope that the letters “represent a small group of folks here at the College” and said, they would “address any issue that needs to be brought up, if it’s done in the right way.” During the discussion, a Trustee asked the Board attorney to obtain and share detailed information about “whistleblower protection” legislation that could be relevant to this issue and might lend “boldness” to what people want to say.

The Board designated the Senate as a place for individuals to report issues for assistance, so I am passing their message on. Because Polk State’s faculty members habitually speak very frankly regarding their concerns during Senate meetings, I don’t imagine these letters are faculty-initiated; however, please know that if there is an issue that needs to be addressed, my door is always open, and I am here to help.

8. **Rule and Procedure Review:** Polk State is preparing for the SACSCOC fifth-year review. The College is required to review all rules and procedures on a five-year cycle; unfortunately, the process for review has been essentially shut down for years. Thus, there is a “backlog” of 200+ unreviewed documents of varying lengths, and some with attachments such as handbooks.

Administration has contacted SACSCOC and received permission to reset the process so that we can review all documents over the next five years, dividing them equally among the years (about 45-50 documents each year, or about five scheduled for each monthly meeting); this should provide a more reasonable workload. The timeline and process to complete this task is being developed. Administration met with the College Editor regarding the project last week, and members of President’s Staff are in the process of working out the details. The Senate should expect documents to begin arriving as early as November 2024. Items are to be expected monthly, and Senators

must circulate each document among ALL faculty members represented to ensure full participative governance. In preparation for this task, each Senator should prepare an accurate email list of all faculty members in his or her area for the purpose of distribution (this should already be in use to distribute meeting minutes and other Senate reports and information). During this process, the Senator must email each document to all faculty constituents with a deadline for providing feedback, suggested revisions, corrections, etc. The Senator must then collect this information for presentation at the meeting (or send this in advance to the Senate President). It is critical that ALL faculty members see each revised document as part of the governance process; Senators must use input from their constituents when voting.

9. **Publication of Senate Documents:** In May 2024, the long-standing Senate Objective related to publication of Faculty Senate Meeting Minutes on the College's website (in accordance with Procedure 6056) was reconciled. The Senate's minutes and documents are now available on the *Faculty Senate* page of the Polk State College website.

Additionally, per procedure, the Senate is required to email its meeting minutes to the Board of Trustees; Dr. Falconetti has instead asked to have Christine Lee email these to the Trustees (while copying the Faculty Senate President). Tentatively, the Senate has agreed to this process until it is further discussed. The Senate plans to consider the matter further, as historically, the Senate Secretary has always taken responsibility for delivery of the minutes, often hand-delivering paper documents to each Board member.

10. **Senate Objectives 2024-2025:** The existing *List of Senate Objectives* is in PIE and available at the link below.
<https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/EWiNKTerTWIEq73IFug2pYIBsNABQBWO2-0IOsctbqcs0w>

Please review the items and send input if there is an item that you would like to add or modify. Many listed items are on hold due to the new salary study, administrative turnover, or the imminent Rules and Procedures review that is tied to the upcoming SACS review.

Questions regarding the Faculty Senate President's Report were as follows:

- *Q: The Education Department does not receive reports from its Senate Representative. Are the numbers at a level to afford an Education representative? Could we give the Deans a deadline for giving you that information so that we can proceed with determining if we can have a representative?*

Bill answered that he will continue to work toward obtaining an accurate faculty listing and he would keep everyone informed.

- *Q: Could we add up how much has been spent on [administrative/staff] re-leveling over the past year-- or since the end of the last salary study? If over a single month we added approximately \$200k to their salary budget, then over a year and half it has to be in the millions.*

Bill reported that these matters are not discussed at DBOT meetings or reported in the meeting minutes; they are part of the *Consent Agenda*, so

basic information is provided in the Board packet along with some of the minutia. He will continue to post the Board Packet on PIE.

- *Q: Do you think we could get copies of the anonymous letters, since these are now considered a matter of public record because they were brought up at a public meeting? If I have to file a public records request that is what I will do.*

Bill affirmed that this would likely be something that could be requested.

- *Q: Kim Hess questioned that at the last Faculty Senate meeting it was confirmed that the Education Department is considered under Social Sciences, but Niqui had stated that she does not receive reports from the Faculty Senate Representative. That would mean the recently elected representative should not have happened if the education department was not notified. Does that mean that since only a few people were notified of the election that the election for the position currently held by Michael Derry would need to be recalled? Niqui added that the Education Department was not notified. Kim stated If we are operating under our current by-laws that would mean that the Education Department should have been notified.*

Greg agreed. Bill responded that Kim was correct and that they should have been a part of the call for nominations. So, we will talk with the Parliamentarian and see what we have to do to correct the mistake that was made there.

- *Q: Niqui asked for what the next steps would be.*

Greg, our Parliamentarian, explained that under Article 4, it addresses recalls, removals, and vacancies in sections 1, 2, and 3. So the Senate would have to undergo those procedures in order to make sure that the appropriate person has been elected as senator, according to the by-laws.

Bill agreed and would also check the numbers in the Education Department to see if there are the numbers to support a new seat. We will discuss this in the Screening Committee and keep everyone involved informed.

- *Q: For the members who are part of the Compensation Study Resource Team, could we see the ratio of administration pay to faculty pay? Also are "years of service" and "years of experience" synonymous?*

Bill explained that traditionally “years of experience” would be what was used when someone is hired in order to place the person on the salary schedule, while “years of service” is how long someone has been at Polk State College. So, he did not think they have the same meaning.

- *Q: On the change in wording to the Salary Schedule, how could that have been changed without going through a Procedure?*

Bill explained that the *Faculty Salary Schedule*’s verbiage changed at some point when it was presented to the DBOT. When looking at a Salary Schedule, you tend to look at the salaries--not the definitions printed

below--but he noticed it at the bottom a while ago and has requested it be fixed. He stated he has no reason to believe that the DBOT even knew there was a change in the definition.

Dr. Falconetti has said she would change it back [May 2024], and we are waiting on that.

- *Q: Will the Compensation Resource Team be looking at faculty base pay?*

Bill explained that the first step is to prepare and send out a survey to full-time faculty. It covers base pay, overload pay, and a lot of things. It will be a comprehensive study.

- *Q: Is the salary study to be completed by the contracted date of completion?*

Jess Jones stated the salary study is expected to be completed by January 2025 if everything goes according to plan.

- *Q: What was the decision about whether Deans are considered Faculty for the purpose of the salary survey?*

Bill explained that Deans are not Faculty from a salary perspective [the College's definition of the 4 employee groups: Faculty, Career, Administration, Pro/Tech]. Deans who choose to teach a course are considered Adjuncts (versus F/T Faculty). The study is for the F/T Faculty employee group. That was one of a few misunderstandings about the College that had to be ironed out with Evergreen before moving forward. There was also some discussion about how the survey would be tabulated and results presented. The survey should be ready to go out.

B. Lakeland Campus Vice President's Report: Jess Jones

The Vice President's report is available on PIE.

<https://polkstatecollege.sharepoint.com/:w:/s/departments/aa/fs/EWWfQ-zxe-FOk3TB60A1qBoBkD0qVKXhg-MgrLnfcBDzAQ>

1. Open enrollment for the new insurance plan is October 15 - November 1. All employees must engage. If people missed the Polk State health insurance fairs, they can go to any of the neighboring universities, community colleges, and state colleges for an equivalent experience--or go to other college's websites, There are changes to Dental, Vision, and Basic Life Insurance plans, so look carefully.
2. In the Canvas "People" tab, inactive students who have been dropped or withdrawn are still listed. Currently if you withdraw with a *W2 Administrative Withdrawal*, students are still visible. They should eventually show up as *inactive*.

C. Winter Haven Campus Vice President's Report: Anthony Cornett

The Vice President's report is available on PIE.

<https://polkstatecollege.sharepoint.com/:b:/s/departments/aa/fs/EfauQIeXuP1KpChGeHY0gnYBV5YKMCbjT42fliAKLnIhCg>

1. There is a Phi Theta Kappa (PTK) survey on Canvas. It is similar to Gallup polls and seeks to find how many students considered withdrawing from college and the reasons. In the past, Hispanic and Black students have shown alarmingly high withdrawal rates. The PTK is hoping to work on this issue with Polk State data to alleviate some of the reasons students withdraw. Anthony requested that professors

refer students to the anonymous survey and ask them to fill it out within the next week. Once completed, the PTK will present the list of reasons to President's Staff.

2. Attendance confirmation for 12-week courses begins tomorrow.
3. Academic Affairs has a Professional Development Series (see report).
4. There is a Study Abroad Program information session with Professor Brian Rivers and Professor Andrew Coombs on September 24 regarding the upcoming trip to London and Amsterdam.
5. Please see the Learning Technology Training Schedule in the report.

D. Parliamentarian's Report: Greg Harris

In accordance with Polk State College Procedure 6056: *Faculty Senate Bylaws*, Greg sent an email that Misty will distribute regarding the Faculty Senate President's election, asking for nominations. A candidate must be a full-time, permanent faculty member who has completed the five-year teaching requirement. The applicant must have 10 signatures (these can be e-signatures if on PDF). Greg asked that all nominations be submitted by October 4, so each candidate can be verified. If there is more than one candidate, then faculty will have a special one-week electronic election immediately following. Regarding the position, the individual needs to have experience in faculty governance, be available to spend several hours a week in meetings and in travel between campuses. The President is elected in October; the remaining officers are elected in November. Any questions or concerns can be emailed to Greg Harris.

E. Administrative Liaison's Report: Amy Bratten

1. **Salary Study Resource Team:** Amy thanked Bill and Dr. Manning for helping with the Resource Team that is to begin working with the outside vendor.
2. **Overload Pay:** Overload pay will be a separate check from base pay. Please check it is correct. Eventually Banner will be more automated, but it is possible that there may be human error until then. Please be kind to the HR and Business employees if an error is found.
3. **Banner:** Please keep in touch with your deans about issue you have with Banner.
4. **Professional Development (PD):** There is a PD workshop on Artificial Intelligence in education coming up. There is a PD flyer from Shana Kent Smith.
5. **Payroll Calendar:** A calendar is being developed.

Questions regarding the Report:

- *Q: When faculty were previously paid in Passport, the breakdown of the tasks being paid for used vague terms and numbers--we had no way of knowing what these meant. Will Banner attach these tasks or overloads with words and numbers that make sense to the recipients?*
Amy said she does not expect it will be in plain English, unfortunately. This has been brought up to the payroll employees, but it is not something they can focus on right now. She plans to revisit this question while working with Banner support representatives.

Comment added: John Barbaret stated that Amy arranged for the Humanities Program to have \$5,000 a year for a lecture series. The department is open to people who would like to speak, especially in the sciences. John asked those who would like to speak-- or know of a speaker—to contact him.

V. Committee Updates: None

VI. Old Business:

A. First Days Access – Bill asked participants to reiterate the concerns and questions.

- **Q:** Niqui Young-Pringle-Brown explained that part of the First Day initiative is that students would have access to the classroom tools at least a week ahead of time. For a flipped classroom, this helps get students ready for work and expectations. Due to Banner issues this semester, it was several weeks before students had access to course tools/books. She would like to make sure that this is not an ongoing situation that will recur in the Spring Semester.

Amy responded that Baz and Cody worked with the bookstore at the beginning of the semester to iron those issues out, so it *should* not happen again.

- **Q:** Amy asked if First Days has it worked in the past, and does it meet instructional needs as something to continue?
 - Aaron Morgan responded that it is very beneficial to the Humanities Department and its students; 99% of students are required to take Humanities courses, and all adjuncts use the First Days Program. As the Humanities Department Coordinator, he recently received an email from the bookstore saying that 134 classes did not have textbooks linked to the Canvas shell. Most of those classes were for the Humanities Department. Due to the issues with Banner not working properly for First Days access, he received hundreds of emails from students. He was also told by Cody that students don't have access to Canvas a week early (to determine issues) unless the faculty member specifically sets the course up that way.
 - Niqui clarified that the College is not publishing courses seven days ahead anymore [outside of contract]. It is not incumbent upon the instructor to work on courses seven days early if the individual chooses to be a part of First Days.
 - Kim Hess stated that Learning Technology had training to help the instructors change course start dates; otherwise, the course automatically publishes on the class start date. An instructor is not required to publish early but may choose to do so.
 - Herb Nold added an issue—Every time Administration updates the system, it resets the Canvas start date to the beginning of the semester, and the instructor must go back and manually reset the start date to a week before the semester begins if he or she wants to publish early. He stated that he had to reset and republish a dozen times manually to maintain his reset date.

[Kim Hess motioned to extend the meeting at 4:37 pm, which was seconded by Greg Harris. The meeting was extended.]

- Dirk Valk added that First Days very beneficial to students for ease of access and pricing. All of his students chose to opt-out of First Days and did so through him via email. He passed the names on to the bookstore and then found out that at least four students had been charged anyway. He is still working on having those charges removed. This is a serious problem and represents poor service by the bookstore--it should not happen again.

B. Non-Instructor Access to Canvas Courses and Third-Party Resources

This item arose from issues with the Attendance Verification Audit for the *Last Date of Attendance* (for financial aid purposes) as discussed during Convocation. Faculty wished to discuss this issue further, as well as whether or not third-party resources could be accessed by someone other than the professor for attendance verification.

[**Note:** *Cody was invited to answer questions but could not attend due to his previous commitment to attend the AQC meeting. He was not sent a link to join the meeting.*]

- Amy stated that if the College is doing attendance reporting and cannot get ahold of the faculty member, then the Learning Technology administrators have access to Canvas courses. She can't answer whether individuals can access third-party vendor resources and suggested re-inviting Cody Moyer to the next meeting.
- Bill clarified that people should NOT go into a professor's course for the date of last attendance unless they sincerely cannot get in touch with the faculty member.
- Amy agreed that was correct. She explained that she can't speak to what was done before, but this is what the College plans to do from now on. Discussion ensued.
- Greg Harris motioned to table this discussion and Jess Jones seconded. Motion to table was approved.

C. Compensation Committee

Bill stated that this topic was addressed in his report (cf. Section IV.A(4-6)).

VII. New Business: None

VIII. Business from the Floor:

A. Recent Cheating and Academic Integrity Issues:

Jen Shaw informed the professors who use Honorlock, that students were able to use new chatbox during testing from Study GPT. It adds a tip box “chat bot” a student can click on to get tips on questions. Cody and Katie were helping with this; Cody contacted Honorlock (they didn't know this was happening). Honorlock's Report said StudyGPT was blocked--but keep an eye out for it. Katie took one of Jennifer's exams to verify the tool was blocked.

B. Ongoing Mold Issues in LTB:

Jen Shaw brought forward faculty's ongoing concerns about the massive amounts of mold in LTB. She stated that her health is suffering with coughing and bad congestion every morning. Administration is just going in and bleaching it, but bleach does not get rid of the problem causing the mold. She asked if there is any plan to get rid of the black mold that has been there since 2017. She opened a cabinet to get a model, and the model and the whole cabinet were completely filled with mold.

- Bill confirmed he has seen pictures from the Anatomy & Physiology 2 lab, which is Jennifer's lab. Bill stated it is pretty severe mold growth in several areas, cabinets, walls, and behind models hanging on the walls—on and the walls and ceiling tiles throughout. There have been air-flow problems reported [to administration] since day one of the building (e.g., the environment changes from tropical to Arctic). It seems these were managed for a period of time, but there seem to be fundamental problems with the building that need to be addressed.
- Aaron Morgan asked if this is an considered an unhealthy study environment? Are students in danger?
- Amy stated that she would like have Reggie speak on this. She said she will see if: A) there is a plan, B) what the plan is, or C) if we need to establish a plan and move from there.

- Aaron asked-- if Jen has been reporting about the mold issues for years, are we [the College] liable for that?
- Amy responded that she doesn't know what was done before, but she is going to be checking on this immediately.
- Jen confirmed that she has reported it to numerous Administrators, Human Resources, and the Risk Manager.
- Amy confirmed that she would take the information forward.

C. Adjunct Pay:

Adjunct Jeff Barnum stated that he thought that with the change to Banner adjunct pay disbursements would change to semi-monthly, rather than once a month. On two or three occasions he has had pay missed over the year. The reply has been, "We can mail you a check," which is extremely hard if you are paid monthly. Most importantly, adjuncts they do not receive their first paycheck for seven or eight weeks after starting to teach. That is a lot of work that is done for free until pay is ultimately made. He would really like to see semi-monthly, or bi-weekly pay, with the first check received earlier.

- Bill commented that this has been discussed and requested of Administration many times within the Senate. The answer has always been, "Genesis won't allow it." With Banner, faculty were told that Admin could fix this.
- Tamara Sakagawa responded that Banner does allow for that. She believes we will be making the switch to bi-weekly pay and will ask specifically about adjuncts. She assumed the pay changes would apply to everyone but will clarify and request a rough schedule on changes for the Senate. She stated that Administration does recognize that there is that long lag between when adjuncts start working and when they first get paid.
- Andrew Coombs expressed support for Jeff's concerns. He pointed out that if an adjunct does not teach over the summer, then each year they have two months without being paid.

D. TLCC Weekend Hours

Jeff Barnum stated that the TLCCs have no hours on weekends. His online students would strongly benefit from extended weekend hours. Dual-enrolled and high school students with extra-curricular activities would also benefit from weekend and more evening hours.

- Bill commented that this has been a discussion during Faculty Senate often [particularly for testing options for students].
- Amy stated that the TLCC was willing to do a demand study for requested hours; employees are willing to toggle some of their schedules from weekday to weekend, if needed. She said she would ask Chris Fullerton to re-issue the survey to see if students would want the TLCC open on the weekend.
- Greg Harris reminded everyone that Chris Fullerton came to speak to the Faculty Senate during Phase 3 of COVID recovery. The TLCC did a survey on operational hours for staffing at that time.
- Amy expressed interest that there may already be a survey that it could be re-issued to the current student body.
- John Barberet expressed advocacy for students to apply for positions at the TLCC. The best way to learn something is to teach it to somebody else. The TLCC is not just for tutoring, but empowering students to become lifelong learners. Niqui agreed that on the Winter Haven Campus, the TLCC has community connection with the Wi-Fi and group study spaces.

IX. Adjournment

Greg Harris motioned to adjourn the meeting at 5:14 pm and Jess Jones seconded the motion. All voted in favor. The meeting adjourned.

<https://www.dropbox.com/scl/fo/eqtysvxdio2v7dfrgg6/ALpCmM7h61-W1ONldq1mas8?rlkey=41sanrq86uiigh7iej1hak3sq&st=8sd7xal4&dl=0>