

Polk State College Faculty Senate Minutes
December 2013
Date: Monday, December 9, 2013 Time: 3:00 p.m.
Location: WAD 236 and LTB 1295

Officers:

Dr. Dodie Cowan, President
Kaye Betz, Vice President – Lakeland
Greg Harris, Vice President – Winter Haven
Dr. Lorrie Jones, Parliamentarian

Senators in Attendance: Kaye Betz, Lee Childree, Anthony Cornett, Dodie Cowan, Michael Derry, Tina Feleccia, Sally Fitzgerald, Greg Harris, Louanne Harto, Lorrie Jones, CR Junkins, Jim Rhodes, Greg Richeson, Misty Sparling, Rosa Walsh, Mostafa Zamani

Others in Attendance: Ken Ross

Dodie Cowan called the meeting to order at 3:05 p.m.

Approval of Minutes from November 2013:

There were no changes to the November 2013 minutes. Greg Harris moved and Anthony Cornett seconded to accept the November 2013 minutes as submitted. The minutes will stand as submitted.

Approval of December 2013 Agenda:

Greg Harris moved and Anthony Cornett seconded that the November agenda be accepted.

Reports:

President's Report:

President's Staff met Friday, December 6, and Dodie Cowan will send a report by the end of the week (December 13). Dodie requested that all faculty senate members forward the report to their represented departments as soon as possible. Brad Massey will be addressing global initiatives in the January senate meeting, and so Dodie asked that senate members discuss with represented departments any issues related to global initiatives in order to bring any questions to Brad.

LK Vice President's Report

Nothing to report.

WH Vice President's Report:

See attached documents. Concerning the WH VP report, Greg Harris called particular attention to Point #8 (Instructional Technology Updates). PAL will be upgraded from 10.1 to 10.2 on December 23. Secondly, Greg emphasized training courses for PAL. Louann Harto asked if RSVPs were necessary. Greg answered no. Tina Feleccia asked if drop-ins were welcome. Greg answered yes.

Administrative Liaison's Report:

Nothing to report.

Committee Reports and Updates:Screening Committees:

Dodie Cowan reminded senate members to volunteer for hiring committees, especially for those positions that are not within individual members' departments. Ken Ross reminded senators that the goal for screening committees is to select new-hire candidates before Spring Break. Kaye Betz suggested that invitations to screening committees be sent out before the ad for that position is pulled. Ken Ross responded that he is working to see if committee members can have access to applications before the ad is pulled so that committee members could begin the review process earlier. Lorrie Jones commented that if committee members could begin the review process earlier, faculty might volunteer for screening committees more readily.

Dodie mentioned that the Financial Aid screening committee in particular lacked a faculty senate volunteer. Anthony Cornett volunteered.

VP Student Services: Dodie Cowan reported that the names of three candidates had been forwarded to the President's office.

Chain of Lakes Admin Assistant: Greg Harris reported that a name has been forwarded.

Music Department position: Greg Harris reported that the committee is preparing for phone interviews.

SALO Director – WH: Greg Harris reported that interviews have been held. As soon as all members had seen the videotaped interviews, a candidate will be selected and name forwarded.

Math Faculty – WH: Kaye Betz reported that the screening committee will reopen the search and new applications solicited.

Math Faculty – LK: Kaye Betz reported that the screening committee is being formed.

SPI Committee:

Kaye Betz reported that the SPI Committee was still at work. She discussed the discovery of an adjunct faculty observation form and recommended altering the adjunct form for full-time faculty. Kaye mentioned that using the same form for both adjuncts and full-time would be appropriate because students typically don't know if their professors are adjuncts or full-time; therefore, the deans should be using the same form when observing the classroom experience. Kaye also reported that the committee recommended that when observing online courses, the deans request individual faculty members to select the module they wish to observe; this will reflect the face-to-face classroom professor's option to choose which day to schedule an observation. Lorrie Jones commented that having the deans observe an online course module rather than the entire online experience would also resemble observing a single class versus the semester-long classroom experience.

Old Business:

Officer Elections

Dodie Cowan announced that the senate would review the bylaws for officer elections in the January 2014 meeting.

VP—Lakeland: Greg Harris nominated Kaye Betz. Tina Feliccia seconded. Kaye Betz accepted the nomination. No further candidates were nominated. Kaye was elected unanimously by those present.

VP—Winter Haven: Louanne Harto nominated Greg Harris. Tina Feliccia seconded. Greg Harris accepted the nomination. No further candidates were nominated. Greg was elected unanimously by those present.

Secretary: Greg Harris nominated CR Junkins. Misty Sparling seconded. CR Junkins accepted the nomination. No further candidates were nominated. CR was elected unanimously by those present.

Parliamentarian: Greg Harris nominated Michael Derry. Tina Feliccia seconded. Michael Derry accepted the nomination. No further candidates were nominated. Michael was elected unanimously by those present.

Steering Committee Member at Large: Greg Harris nominated Louanne Harto. Tina Feliccia seconded. Louanne Harto accepted the nomination. No further candidates were nominated. Louanne was elected unanimously by those present.

2014-2015 Academic Year Calendar

Ken Ross mentioned that there were no major changes between the 2013-2014 calendar versus 2014-2015 calendar. Spring Break would be finalized by the Polk County School Board and changes made to reflect that by the end of December. Greg Harris motioned to accept the calendar. Lorrie Jones seconded the motion. There was no further discussion. Motion was carried.

New Business:

Approved Gen. Ed. List:

Ken Ross reported that the Gen. Ed. Committee recommended making LIT 1000 a required course within the Humanities' bucket. The requirement would reflect moving the 3 credit hours from the Communications' bucket to Humanities so that no change would occur to Gen. Ed. requirements. Tina Feliccia asked if moving LIT 1000 from Communications to Humanities would affect faculty credentials, and Ken Ross answered that LIT 1000 would still require literature credentials as before.

Rule:

Rule 2.02: Education Programs: Ken Ross explained that the rule had been updated to match state language concerning baccalaureate degrees. Greg Harris moved and Anthony Cornett seconded to accept the changes to the rule.

Procedure:

Procedure 5016: Scholarships: Ken Ross explained that the changes in the procedure reflected state requirements to organize scholarships under four categories; individual colleges could add subcategories if needed. Sally Fitzgerald questioned and Ken Ross verified that the requirements regarding Honors Program scholarships reflected recent changes made by the Honors Council. Greg Harris motioned to accept; Anthony Cornett seconded. The motion carried.

New Business from the Floor

Greg Harris announced that for the screening committee for SLS full-time faculty, only one faculty member had volunteered. He advocated more faculty members to volunteer. Dodie reinforced the importance of faculty members participating in screening committees.

Greg Harris moved and Tina Feliccia seconded that the meeting be adjourned.

The next Faculty Senate meeting will be held Monday, January 13 at 3:00 in LTB 1295 and WAD 236.

Respectfully submitted,
CR Junkins
Secretary