

Polk State College Faculty Senate Minutes
January 2015
Date: Monday, January 12, 2015 TIME: 3:00 p.m.
Location: LTB 1295 and WMS 124 (teleconference)
The Steering Committee met in Lakeland

Officers:

Bill Caldecutt, President
Kaye Betz, Lakeland Vice President
Anthony Cornett, Winter Haven Vice President
Louanne Harto, Secretary
Jim Haischer, Parliamentarian
Sally Fitzgerald, Senator at Large

Senators in Attendance: Kaye Betz, Bill Caldecutt, Lee Childree, Anthony Cornett, Cindy Courtney, Bruce Dubendorff, Tina Feleccia, Sally Fitzgerald, Jim Haischer, LouAnne Harto, Lorrie Jones, CR Junkins, Derek Menchan, Misty Sparling, Alexandros Dimitriodis

Absent: Mike Malone, Greg Richeson, and Greg Harris

Others in Attendance: Michael Harrison, April Robinson, Donald Painter

Bill Caldecutt called the meeting to order at 3:00 p.m.

Approval of Agenda:

Jim motioned to approve the agenda. Derek seconded. The motion carried.

Guests:

Bill welcomed Andrew Collins to the Faculty Senate meeting. Ken Ross and April Robinson introduced Andrew Coombs as the new Winter Haven Full-Time Ceramics Professor

Approval of the November, 2014 and December 2014 Minutes:

Bruce moved to approve the November, 2014 minutes. Jim seconded. The motion carried.

Jim moved to approve the December, 2014 minutes. Bruce seconded. The motion carried.

Reports:

President Report:

Bill stated nothing to report.

Lakeland Vice President's Report:

Kaye Betz stated no items had been brought to her attention to report at this time.

Winter Haven Vice President's Report:

Anthony Cornett stated no items had been brought to his attention to report at this time.

Administrative Liaison's Report:

Ken Ross reported the Florida Department of Education's Office of Equity and Civil Rights Compliance have selected Polk State College for an onsite compliance review. There has not been any civil rights review since 1991. They want to make sure our facilities are in compliance regarding eliminating discrimination and denial of services on the basis of race, color, national origin and handicap in vocational educational programs. Ken stated they will interview faculty and staff of whether they feel they have been discriminated against. They will be here Feb. 9-13.

Committee Reports and Updates:

Screening Committees:

Anthony reported there are two screening committees forming for the Science Department. Anthony is on the chemistry and biology committee. Louanne reported the new Instructional faculty for Nursing began work today.

Constitution and Bylaws Committee:

The Constitution and Bylaws committee continues to work on changes to the Faculty Senate Bylaws and Constitution in hopes to present the changes to the senate during the February meeting.

Global Initiatives Committee:

Sally Fitzgerald reported that the committee held a Christmas social in December.

New Business

PASSPORT and Academic Purge Issues:

Kaye stated a concern regarding registration. As you know, students can't register for classes after classes begin. Kaye stated faculty were unable to perform an open search on Passport for any classes. Faculty could not look up their own classes as well. There is a concern that this is a by-product of the no adding of classes once they begin. Kaye stated this did not occur last term even though we had the "no add" rule. Ken asked if all brought up closed classes. Cindy asked why the college stopped the drop/add rule. Ken stated students were showing up at the last minute. Faculty members were complaining

students were coming in the last day to add/drop and thus they missed the class and orientation and now they were in class. The Dev Ed changes endorsed this as well. Tina asked if we could look at a wait-list option to enable students to register for a class when the class is full. Ken stated our system does not support that. CR asked if the new software would support a wait-list option, and Ken said he wasn't sure. Ken stated he would talk with Kathy Bucklew about this.

Ken asked if any other departments had a problem with PASSPORT, and CR reported that his department had asked him to bring up the issue to the Senate as well.

Kaye mentioned that the prerequisite purge occurred the day before classes started this term and that shortened the amount of time for the classes to fill up again, causing some classes to run without the maximum number of students. Ken stated that the prerequisite purge was supposed to have been run earlier and that the reason it was delayed was probably because of problems with a port that took place in November. He said he would look into it.

Rules and Procedures:

Procedure 1003: Determining Class Size (Also attachment for Procedure 1003)

The District Campus Group had not met since prior to the Christmas break and thus had not reviewed this procedure. Jim made a motion to table this procedure until the February meeting. Bruce seconded. The Motion carried.

Adjournment:

Jim moved to adjourn at 3:22 pm. Derek seconded. The motion carried.

The next Faculty Senate meeting will be held on February 9, 2015 at 3:00 pm via teleconference in LTB 1295 and WMS 124. The Steering Committee will be meeting on the Winter Haven Campus.

Respectfully submitted,
Louanne Harto
Secretary

