

10/10/2016

Greetings faculty,

I hope you are all having a great semester, and that you made it through Hurricane Matthew without incident.

The Faculty Senate meets today, and I wanted to give a few updates:

- 1) Please take some time to communicate with your representative during the next weeks. We would like to know if you have any particular concerns or suggestions related to Faculty Senate and the College. We would be more than happy to add something to the November agenda, and remember that all are welcome to attend. We are gearing up for the update of our yearly to-do list and encourage everyone's participation.
- 2) We have been reviewing the Department Coordinator section *in Polk State Procedure 1006: Faculty Workload* (link below), looking at the general structure of the system and some specifics. Please let us know if you have any input or questions.

<http://www2.polk.edu/businessandcommunity/rulesproc/Proc/1006.pdf>

- 3) We have also received requests for clarification regarding FERPA (*Family Educational Rights and Privacy Act*) and how it applies to faculty. The Senate will review Polk State's Procedure 5003 and work with administration to ensure that all faculty members are fully informed and prepared to navigate this complex issue.

<http://www2.polk.edu/businessandcommunity/rulesproc/Proc/5003.pdf>

- 4) As always, please watch for communication from the Faculty Senate and/or your representative. We will be actively seeking input during the semester, and we are moving toward using PIE (Polk Information Essentials) for document storage and distribution. We will keep everyone updated as we progress.

Best regards,
Bill Caldecutt

Faculty Senate President