

Polk State College Faculty Senate Minutes
June 2014
Date: Monday, June 9, 2014, Time: 3:00 p.m.
Location: WMS 124 and LTB 1295

Officers:

Greg Harris, Vice President – Winter Haven
Kaye Betz, Vice President – Lakeland
Michael Derry, Parliamentarian
LouAnne Harto, Steering Committee Senator-at-Large

Carey Gardell officiated as Secretary in place of CR Junkins

Senators in Attendance: Kaye Betz, Cindy Courtney, Michael Derry, Tina Feleccia, Sally Fitzgerald, Cary Gardell, Greg Harris, LouAnne Harto, Lorrie Jones, Debbie Sipes (substituting for Rosa Walsh)

Others in Attendance: William Caldecutt, Dodie Cowan, Cindy Freitag, Becky Heintz, Kim Thomas

Greg Harris called the meeting to order at 3:03 p.m.

Approval of Minutes from May 2014:

No further changes were requested to the May 2014 minutes. Greg Harris moved and LouAnne Harto seconded to accept the May 2014 minutes as submitted. The minutes will stand as submitted.

Approval of June 2014 Agenda:

LouAnne Harto moved that the Faculty Senate Presidential Election be addressed first before Reports and Committees, and Cary Gardell seconded. All voted in favor and the motion carried. (Note: during the Summer Semester, the Steering Committee members vote. The minutes below record the votes taken by Steering Committee members rather than all Senators who were in attendance.)

New Business

Faculty Senate Presidential Election

LouAnne moved to discuss the validity of the previous presidential election, based on the bylaws, specifically examining if the word “written” means “on paper.” Cary seconded. All voted in favor and the motion carried. During discussion, the question was raised if the election should be re-held based on the interpretation of “written.” The point was made that there were many faculty who did not get to vote in the electronic election. It was also stated that about 20% of full-time faculty did not receive the link to vote.

LouAnne moved to discuss whether a new election should be held. Cary seconded. All voted in favor and the motion carried. During discussion, the following points were stated—1.) the votes were taken electronically when the wording of the bylaws stated “written,” 2.) some Senators

and faculty never received the link to vote electronically, 3.) the dates of the election were not given, 4.) Qualtrics did not get distributed to all who were eligible to vote, 5.) some faculty did not know who ran and did not see written statements by the candidates, 4.) the Faculty Senate minutes for April 2014 do not state the word “electronic.” The question was asked if a re-election should be held because the bylaws specified written. The point was made that the Parliamentarian is responsible for interpreting the meaning of the bylaws; however, the argument was made that the word “written” cannot be interpreted as both “electronic” and “on paper.” The suggestion was made to change the bylaws during Fall Semester.

LouAnne moved that a re-election be held in the academic deans’ offices during normal business hours, between August 25 and August 29, 2014. Cary seconded. All voted in favor and the motion carried.

LouAnne moved that the results of the previous election be overturned. Cary seconded. LouAnne and Carey voted “aye,” and Kaye Betz voted “nay.” The motion carried.

LouAnne moved that the re-election using written ballots be announced during the all-faculty meeting immediately following Convocation. Cary seconded. All voted in favor and the motion carried. During discussion, a request was made to allow candidates to speak for five minutes after Convocation.

Cary moved that the Faculty Senate’s meeting time be extended past the standard one and a half hours. LouAnne seconded. All voted in favor and the motion carried.

Reports:

WH Vice President’s Report:

Greg Harris reported that because the Winter Haven provost meeting had not been held, he did not have a vice president’s report for June.

LK Vice President’s Report:

See attached support document. Kaye Betz highlighted the presences of new vendors during the Summer Semester.

Administrative Liaison’s Report:

No Administrative Liaison’s Report was delivered for June.

Committee Reports and Updates:

Screening Committees:

Screening Committee updates were tabled until the July 2014 Faculty Senate meeting.

Invitation for Committee Updates

The Global Initiatives Committee will be meeting June 10, 2014.

New Business:

Procedures for Student Services Written Collateral and Creating and Processing Brochures

Two documents were presented, “Procedure for Student Services Written Collateral” and “Creating and Processing Brochures,” both discussing the processes for producing brochures. The documents were provided for information only purposes. No further discussion was held.

Rules:

For Rule 2.24: Faculty Senate Constitution, see Procedures below.

Procedures:Procedure 6035: Use of Staff and Program Development Funds

Michael moved that the changes be accepted. LouAnne seconded. All voted in favor and the motion carried.

Procedure 7006: Ban on Smoking in College Buildings—Florida Clean Indoor Air Act

LouAnne moved that the new procedure be accepted. Michael seconded. All voted in favor and the motion carried. During discussion, the point was made that while e-cigarettes were banned, they were still considered a cessation device (a device designed to help users quit smoking). The last sentence in the procedure might be contradictory. The suggestion was made to wait for FDA approval and then change the procedure.

VP Title Split

The following Rule and Procedures were brought forward, determining which ones applied to the Vice President of Academic Affairs and the Vice President of Student Services: Rule 2.24 and Procedures 1003, 1006, 1018, 1034, 4004, 5008, 5016, 5022, 5023, 5024, 5025, 5026, 5027, 5028, 5029, 6002, 6005, 6012, 6031, 6038 and 6066. LouAnne moved that the changes be accepted to the rule and procedures at once rather than separately. Cary seconded. All voted in favor and the motion carried. During discussion, the point was made that the wording of “academic rules” be changed to “college regulations.” Rule 2.24 should apply to just the Vice President of Academic Affairs. In regards to Procedure 5025: Student Appeals Hearing Protocol, the suggestion was made to clarify what is considered an academic violation. In regards to Procedure 1018: Academic Student Complaint Procedure, the suggestion was made to more specifically describe academic appeals.

New Business from the Floor:

Kaye Betz pointed out that the rest of the senators needed to know what was going on with the election and asked how the Faculty Senate should be informed on the Steering Committee’s decisions: would the minutes suffice or should a separate email be sent? Dodie Cowan recommended sending an email to all faculty as to what is happening with the previous election and the re-election. Michael Derry agreed to write a summation of what was discussed and would distribute it to the faculty.

Kaye asked if Greg Harris had anything to bring forward to the Senate from the District Board of Trustees' retreat. Greg stated that he did not.

Adjournment:

Greg moved that the meeting be adjourned at 5:02 p.m.

The next Faculty Senate meeting will be held Monday, July 14, at 3:00 p.m., in WMS 124 and LTB 1295 (via teleconference). During the Summer Semester, the Faculty Senate Steering Committee will be meeting in place of the full Faculty Senate, but all Senators (and all faculty) are invited to attend.

Respectfully submitted,
CR Junkins
Secretary