

Polk State College Faculty Senate Minutes
May 2014
Date: Monday, May 12, 2014, Time: 3:00 p.m.
Location: WMS 124

Officers:

Bill Caldecutt – President
Greg Harris, Vice President – Winter Haven
CR Junkins, Secretary
Michael Derry, Parliamentarian
LouAnne Harto, Steering Committee Senator-at-Large

Senators in Attendance: Anthony Cornett, Cary Gardell, Michael Derry, Tina Feleccia, Greg Harris, LouAnne Harto, CR Junkins, Derek Menchan, Mostafa Zamani

Others in Attendance: Cindy Gundling, Dodie Cowan, Ken Ross, McKenzie Jennings and Reggie Webb.

Bill Caldecutt called the meeting to order at 3:03 p.m. For his first Senate meeting as President, Bill asked for introductions from those present.

Approval of Minutes from April 2014:

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

Approval of May 2014 Agenda:

Ken Ross requested that the Trip Leader Agreement Including Liability Release form be added to the agenda. LouAnne moved, and Greg seconded that the May agenda be accepted with that change.

Reports:

President's Report:

Bill began by asking Senators to solicit feedback from their constituents on the faculty's preferred method for bringing issues to the Faculty Senate. He emphasized that faculty should primarily talk to their representatives, but that he would also be visiting campuses and would be available via email. He stated that his goal was to make all faculty feel that their issues were being heard. He also recommended that Senators encourage their constituents to attend Faculty Senate meetings.

Bill announced that during Fall Semester, the Faculty Senate would examine the Department Coordinator position. Bill asked Senators to solicit feedback from constituents about the role of DCs in the college and to invite constituents to meet with him for informal conversations about the issue during the Summer Semester in order to prepare.

WH Vice President's Report:

See attached document. Greg Harris highlighted the Faculty Forum held on April 17; he stated that issues brought forward had either been handled by Dr. Santiago or forwarded to the appropriate departments. He mentioned that faculty had moved into the new offices on the second floor of WLR and that those faculty had received their keys. Lastly, he reminded faculty of the New Student Convocation for August 14, stating that 23 faculty members (from all campuses) had volunteered to participate.

Administrative Liaison's Report:

Ken Ross alerted the Senate to changes in Procedure 6005. Ken explained that the changes affected non-exempt staff members and not faculty members. For that reason, changes to overtime pay had been made to the procedure, but because faculty were not affected by these changes, he did not see a need to bring the procedure forward to the Senate. Unless the Senate disagreed, he would send those changes on to the Board.

He reported that during Graduation on May 8, 510 students attended. More than 10% of those attending were awarded bachelor's degrees.

Ken briefly mentioned news from the latest legislative session but said that an in-depth report would be communicated soon by Peter Elliot.

He stated that administration's goal for the upcoming academic year was to increase the average number of students per class. He cited the cost in savings by having more students in the classroom rather than offering more classes at smaller numbers. Anthony Cornett asked to clarify that the student caps per class would remain in place, and Ken agreed that the caps to class size would remain in place.

Ken announced that changes to the Gen Ed requirements would go into effect for Fall 2014, noting that PSC met the requirements one year ahead of the state's deadline.

Committee Reports and Updates:Screening Committees:

Bookstore RFP: Anthony Cornett reported no change from the last update

WH SLS Full-Time Faculty: CR Junkins reported no change from the last update

WH English Full-Time Faculty: CR reported that because all but 2 of the candidates had withdrawn their names, the position would be reposted.

WH Humanities Full-Time Faculty: CR reported that the committee had not met yet.

WH Programmer/Analyst, Web Programming: CR reported that the committee had not met yet.

LK Aerospace Full-Time Faculty: Derek Menchan reported that names had been forwarded to Donald Painter.

AVP, OCPA: Greg reported that the final interviews would be held on May 14.

WH Academic Services Specialist: Dodie Cowan reported that John Baker serves on the screening committee and that interviews were held the week of May 9.

Food Services RFP: Ken Ross reported that 4 companies had presented and that one name was moving forward.

LK Earth Science Full-Time Faculty: Michael Derry reported that the position was being reposted.

WH COL Math Full-Time Faculty: Ken reported that 2 names had been moved forward.

LK Math Full-Time Faculty: Mostafa Zamani reported that a candidate had accepted the position. The committee will be removed from further updates.

LK Dean of Student Services: Ken reported that face-to-face interviews would begin in June.

WH Computer Info System Full-Time Faculty: Tina Feleccia reported that a candidate had accepted the position. The committee will be removed from further updates.

LK Web Dev Full-Time Faculty: Tina reported no change from the last update.

WH Admin Assist VPSS: Tina reported that the candidate had accepted the position. The committee will be removed from further updates.

RFQ – Construction Manager: Tina had nothing new to report.

SPI Committee

Tina Feleccia reported no change from the previous update.

Invitation for Committee Updates

On behalf of the Smoking Policy Committee, Greg Harris reported that Melvin Thomas was investigating setting up benches and tables in the parking lot area to accommodate smokers, similar to the arrangement on the Lakeland campus. Cindy Gundling asked if the campus was now considered smoke-free, and Ken answered that we were not because we still allowed smoking in the parking lots.

Bill asked Greg Harris about a Textbook Affordability committee. Greg reported that a committee would need to be reformed. Michael Derry recommended that faculty look at M.E. Sharpe, a publisher that offers much cheaper textbooks, but mentioned that M.E. Sharpe doesn't provide extra resources or support.

Bill asked if the college had a policy regarding book buyers soliciting for books on campus. Ken said that no policy was in place but recommended that the faculty should bring one forward.

New Business:

Online Course Development Agreement

Ken addressed the concerns brought forward by Kaye Betz to the Online Course Development Agreement (her questions were forwarded earlier to the Faculty Senate via email). Kaye asked if the faculty would continue to receive compensation for developing a hybrid course, and Ken answered that they still would, as governed by Procedure 1006: Faculty Workload—Academic Accounting and Department Coordination. Kaye asked about the consequences should the peer review team not approve the course at the end of course development, and Ken responded that the faculty member could make the changes suggested by the peer review and resubmit. Kaye asked about reimbursement options if the faculty member is developing the course while also teaching it as a pilot. Ken added that the faculty member would receive reimbursement after the course was complete, citing the requirement for peer review, which would occur at the end of the course.

Michael Derry recommended replacing the references to Quality Matters (QM) with a generic term, such as “a nationally recommended standard” along with “for example, Quality Matters,” so that the document would not have to be altered in the future. Ken stated that the procedure had been written with a generic term and that the Agreement specified Quality Matters because the Agreement would be easier to change in the future than the procedure.

Bill asked if Quality Matters’ procedures and guidelines affects a faculty member’s rights to academic freedom. Tina Feleccia and Ken Ross answered that that faculty would not be required to teach any particular way and that QM only looks at the extent to which a course addresses objectives and assessment regardless of content or delivery method.

Greg moved that the Agreement be accepted with Kaye’s changes, and Tina seconded. All voted in favor, and the motion carried.

Trip Leader Agreement Including Liability Release

Ken introduced the Trip Leader Agreement Including Liability Release form, which offers an \$80 stipend for trip leaders participating in an international travel program. Greg moved to accept the Agreement, and Michael seconded. All voted in favor, and the motion carried.

Rules:

No rules to consider.

Procedures:

No procedures to consider.

New Business from the Floor:Senate Membership

Tina Feleccia brought forward her first draft of a list of all faculty, in their corresponding departments, matched to their current Faculty Senator. She noted that some departments currently have no faculty listed and should probably be deleted. She also noted that some faculty were missing from the list. Bill recommended that the issue be tabled until August. In August, CR Junkins would forward the list to Faculty Senators to make updates. In the meantime, Ken suggested getting the names from HR.

Adjournment:

Greg Harris moved that the meeting be adjourned at 4:30 p.m.

The next Faculty Senate meeting will be held Monday, June 9, 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