

Faculty Senate Executive Council
October 16th, 2015
Minutes - Final

Present: Patty McDaniel, Sheba Nitsch, Lisa Pavia-Higel, Earl Neal, Robin Duntze, Lisa Pritchard, Rebecca Ellison, Scott Cazadd, Suzie Welch, Caron Daugherty, Sara Denny, Amy Kausler, Douglas Hale

Absent: Vivian AuBuchon

I. Call to Order

Rebecca Ellison called the meeting to order at 2:32 p.m.

II. Minutes of September 18th, 2015

Earl Neal motioned to approve the minutes of the August 10th, 2015, meeting. Lisa Pavia-Higel seconded. There was no further discussion and minutes were approved.

III. Reports from Guests and Liaisons

From Caron Daugherty, Vice President of Instruction:

(1) Remind colleagues to track attendance. Caron recognizes this is a significant change that is important for Title 9.

(2) The Emergency Management Plan is moving forward. A portion of funds from Capital Projects are being minimized to explore how we can secure a safe plan for both faculty and students on our campuses. Caron is requesting information from all community college vice-presidents about their emergency management including emergency instructional plans. In the future it may be requested that three or four faculty members volunteer for a task force regarding this matter.

Dialogue ensued regarding this topic, including conversation about the importance of locks on the interior of doors, keys for doors that have locks, emergency communication/phones, the need for an updated emergency plan, limited police presence on campus, and the need for future training on this topic. It was noted that members of the Student Senate are working on a safety plan.

(3) On Tuesday or Wednesday a German faculty member who teaches English at the Frederick Darmstadt will visit our campus and discuss the possibility of establishing a memorandum of understanding between our institutions, involving students visiting for 7 to 10 days. This topic has been talked about with the study abroad group.

(4) Robin Duntze asked if we have considered offering COL 101 at the High School level. Amy Kausler shared that we discussed this during the development of the course in 2006; but there was a different environment at that time. This may be worth re-visiting with more presence on the high school campuses due to growth of the dual enrollment program.

Caron Daugherty asked if we have a first generation organization on our campus.

Sara Denny stated that we do not have a first generation organization, but we do have project success.

(5) Patty McDaniel asked what is specifically being done at the administrative level at the college regarding our declining enrollment, other than promoting high school dual credit programs. Patty shared that we are one of the top three reporting lower enrollment in the community college system.

Caron Daugherty shared that she will find out more about this topic for next month. She can not report if we are one of the three institutions, but others are reporting declining enrollment. High opportunity programs are being looked at currently. Factors such as the \$45.00 graduation fee are being looked at to ensure the students we do have are going to stay here and complete and graduate. Caron shared that she will respond to this question next time.

Caron asked if we would consider inviting Roger Barrentine to this meeting and asking him questions about marketing programs.

(6) Discussions are moving forward in regards to dual credit; a task force is looking at an Early College Center (all things high school might be under ATS or the Early College Center). This has morphed into a bigger project. We are looking at different models at various institutions (i.e., East Central). This would not necessarily involve any cost, but is a matter of marketing and branding.

Lisa Pritchard asked if we are missing students who are now doing dual enrollment?

Caron Daugherty replied that the state how dropped the threshold to 2.5 for dual enrollment.

Doug Hale asked if we are doing anything for student retention?

Many responded yes to this question.

(7) The Completion Academy has 25 initiatives and we are trying to rein in some of these.

From Scott Cazadd, Curriculum Committee:

- (1) HST 104 and HST 104 H qualify for the constitution requirement.
- (2) HUM 125 has been deactivated for a new vehicle (study abroad).
- (3) SOC 101 H has now been added as a course.
- (4) The Nursing program is realigning grading for three classes including PNE 172; PNE 181; and PNE 182.

- (5) The Veterinary Technology program has updated prerequisites for VAT 250; VAT 258 and VAT 266.
- (6) There have been prerequisite changes for CIS 285.
- (7) Prerequisites have been modified for the Applied Technology Certificate.
- (8) The Credit for Prior Learning Guide will be available in the near future.
- (9) There is continued work on updating policies and procedures for the Curriculum Committee.
- (10) The Final Exam Schedule has been looked at for spring semester by members of the Curriculum Committee. All classes will now have 1:50 for the final exam period.
- (11) The Academic Calendar has been looked at through 2020 with the hope it will be approved in the near future.

From Robin Duntze, JCNEA:

- (1) We are winding up taking BAT/FAT negotiating items.

From Lisa Pritchard, liaison for Certified Staff:

- (1) Members of the Certified Staff have been looking into questions about the state of landscaping on campus.

From Sara Denny, Liaison for Classified Staff:

- (1) The Classified Staff picnic was on Tuesday. Members are reviewing the committee, including purposes of the committee and how to communicate. Topics for their next meeting include tuition waivers for employees' children and practices regarding the usage of PELL grants.

Rebecca Ellison indicated that we would look into this policy.

IV. Old Business

- A. Concerns about need for security in campus classrooms/labs.

V. New Business

- A. Questions about declining enrollment on our campus.

B. Concerns about availability/usage of Faculty Parking.

Patty McDaniel shared that students are parking in faculty parking areas. We would like to request monitoring of students' parking in faculty parking spaces. Not only are students parking, but work vehicles are also taking multiple spots.

Rebecca will look into this question for us.

VI. Miscellaneous

Rebecca Ellison shared that Caron Daugherty and Christy Stanley did a presentation about textbooks at the recent Board of Trustees meeting. During this presentation is discussed that the prices of textbooks are driven by publishers and the quick change of new editions. Most in a course (99%) use the same textbooks.

VII. Adjournment

A motion was made by Lisa Pavia-Higel to adjourn the meeting. It was seconded by Robin Duntze. Meeting adjourned at 4:10 p.m.

Respectfully submitted by:

Amy Kausler, Secretary
Faculty Senate Executive Council