

**Somerset Community College
Faculty Council Meeting
February 1, 2008
Alton Blakely Building
Conference Room**

Call to Order

Kim Cleberg, Vice Chair, called the meeting to order at 11:00 am in the absence of Chair, Lois McWhorter.

Approval of December Meeting Minutes

Minutes from the December Meeting were approved as distributed.

Old Business

Distribution lists can be created at the system office. Individuals who need to be on the list need to be identified and the list can be created by Mary Kleber.

New Business

Business and IT:

Donna Logan reported no items from the division.

Math and Natural Sciences

Gary Sherman reported the following items/questions:

What happened to the students who were affected by class cancellation? After much discussion, the council will request Tracy Casada to report total enrollments in classes before and after class cancellations.

What did we learn from our last CCSSE? What are the results and what did we do? The Faculty Council will ask Dexter to clarify the availability of the information and ask Dexter to resend information and ask Dr. Marshall to address CCSSE.

What is the room usage per hour, per day for every classroom? What is the preferred schedule of our students, early, middle, or late day? Who is compiling this information? Refer to Sharon Whitehead and Dr. Honeycutt for comments. Sharon commented that Dr. Honeycutt is looking into a software program (Ad Astra) to help with scheduling. He has approval from KCTCS to pilot this program at SCC. We will ask Dr. Honeycutt to address this new software with the faculty.

Address budget cuts. The faculty council will ask Tim Zimmerman, Dr. Marshall and Dr. Honeycutt to discuss proposed budget cuts and plans for the cuts.

Social Science Division

JoAnn Story presented no items for the division.

Counseling

JoAnn Story presented no items for counseling.

Construction Technology

Travis McQueen had no items to present for construction technology.

Library Services

Mary Taylor Huntsman had no items to present for construction technology.

Transportation

Mike Calder presented the following issues for transportation:

Why was the copier at Somerset South moved? The copier at Somerset South that had been for faculty use was moved into a hallway without any notification to affected faculty and south. A debit log was added to the copier and no copy cards had been distributed to faculty and staff prior to the installation. The copier is not secure for faculty and staff for confidentiality purposes and is in the way and recently has been used to store empty Pizza boxes. It has also been broken down since the move. This item was referred to the Leadership Team to address lack of communication.

The signage for the Aviation Maintenance School was recently removed. The Faculty of Aviation Maintenance would like to have the sign refurbished and placed back. The Advisory Committee for Aviation Maintenance is in support of having the sign refurbished. The Faculty Council referred this item to the Leadership Team for direction.

Announcements

Dexter Alexander emailed the Faculty Council with the following reminder of upcoming deadlines/dates:

Resource Requests and the Resource Request Review Team meeting (Kevin Bradford, Chair) (February)
The Institutional Effectiveness (TIE) Review of Unit Plans (January, perhaps some more in February)
The Community College Survey of Student Engagement (CCSSE) (March and April administration)
The National Postsecondary Student Aid Study 2008 (NPSAS:08) (contact with 2007-2008 students over the next three months)
The Campus Climate Survey (April)
The Student Satisfaction Survey (April)
Metrics for the Program Review (ASAP January-February)
Program Review Form (ASAP)
Technical Education Database (TEDS) review by technical program coordinators (soon)

Meeting Adjourned

The meeting adjourned at 12:10.

Minutes submitted by Donna Logan, in the absence of Pam Bridgman, Secretary.