

Faculty Meeting  
Friday, September 19, 2008

In the absence of Chair Kim Cleberg, Vice Chair Jon Burlew presided over the meeting. Jon called the meeting to order at 11:00 a.m.

On a motion by Frank Carothers, second by Jeff Harris, the minutes of the Friday, August 15, 2008, meeting were accepted as presented.

Jon announced that there was an addition to the Agenda under New Business: Student Evaluation of Instruction Forms.

New Business:

--Student Evaluation of Instruction Forms

Gail Stringer made a recommendation in the form of a motion that we accept the new Student Evaluation of Instruction Form which had been e-mailed to the faculty earlier this week. Gail explained she was talking specifically about the fourth e-mail we were sent.

Gail emphasized the need for new forms for two specific reasons: 1) the forms currently being used are cumbersome and necessitate the use of more than one Scantron, thereby costing the college money, and 2) the students are not answering all the questions, possibly because the questionnaire is so long.

After very little discussion, the motion passed, with a vote of 52-3.

Gail thanked all those faculty who responded to her original e-mail with suggestions and corrections.

Discussion Topics:

--AA/AS Exit Assessment Test Exploration Ad Hoc Team

The ad hoc team needs a member from each division. So far, only three names have been turned in:

--Library Division—Mary Taylor Huntsman

--Health Sciences Division—Lenora Debord

--Counseling—Paula Guffey

Jon encouraged all Faculty Council members to secure a member from their division and report those names to Kim Cleberg.

Lynn Crabtree recommended that Glenda Patton, Assessment Coordinator of the QEP team, be a member of the ad hoc team.

--Advisor Signature on Drop Slips

Tracy Casada addressed this issue. She explained that the problem seems to be that our various locations handle the situation differently and that we need to have some continuity as to whether advisor signatures are required or not. In addition, students often have difficulty finding their advisor, especially if the faculty member teaches at a different campus from where the student is located. Tracy also stressed

that we are talking about students who are dropping only one class, not students who choose to drop all classes and withdraw entirely. Sharon Whitehead then began the discussion by asking if anyone had any strong feelings about having students get advisor's signature. It was suggested that if advisor signatures are required, students are more likely to be made aware of the consequences of dropping a class; however, it was also pointed out that those consequences should be explained at the original advising appointment.

Registrar Paula Guffey read the governing section of the KCTCS Rules, which indicates that an advisor signature is not required. She said that advisor signatures have traditionally been required at SCC. One faculty member suggested that the Add/Drop slip have a box which students would be required to check to indicate they understand that dropping this class will affect their course of study.

Sharon indicated the Faculty Council would take up the matter at the next Council meeting.

#### Announcements:

##### --International Festival

Mary Taylor Huntsman announced the International Festival will take place on Tuesday, October 21. She indicated there will be a kick-off event and asked that we encourage our students to attend as many of the activities as possible. She said a complete schedule will be announced soon.

##### --Online Orientation

Tracy Casada said that she is currently working with Kirby Stephens and Jim Holton to complete the Online Orientation program in time for the October registration period. She explained that Online Orientation is not meant to replace our current orientations. Only those who cannot attend in person or who are taking all on-line classes will be using the Online Orientation.

#### Reports:

##### Dr. Marshall's report:

--The bikes are meant to allow students to travel from one campus to another. There will be a write-up in the upcoming *Bridge* to explain the program to our student body.

--"Mystery Shoppers" who have made reports concerning interaction with SCC employees have not been very positive. We are currently in last place among the 16 community colleges in regard to customer satisfaction percentages. Dr. Marshall encouraged us to be as helpful as possible when any one on campus asks us questions and to return phone calls and e-mails as quickly as possible.

--The SACS visiting team will be on campus from Tuesday through Thursday, September 23-25; they will also visit the Laurel campus at some point. Their main focus will be the QEP and with how knowledgeable we are about it and how we are using it. The team will be meeting with specific people on campus, but they may also walk around campus and talk to whomever they meet. Dr. Marshall explained that the team has already reviewed our proposal and information and has commented on it. One of

the main problems involved 17 faculty members identified as having credential problems. Dr. Marshall stressed that we have solved those problems.

--Dr. Marshall also announced the formation of a new Development Studies Division. Kim Cleberg will serve as acting chair; currently there are two faculty members in the division: Lynn Crabtree and Marshall Aaron. Dr. Marshall stressed that faculty assigned to the DS Division may teach for other divisions, also. Students may begin their major course of study as they are taking development classes, in which case, advising would be a joint venture.

Dr. Honeycutt's report:

--Dr. Honeycutt said that the SACS committee's report will be on the QEP, which will guide us the next five years.

--He also said the final report from the SACS committee will be presented in the Rogers Community Room at 10:00 a.m. on Thursday morning. It is an open meeting but it is NOT a question and answer session.

Academic Dean report:

--Caps on on-line classes are set at 30, mainly because of budget concerns.

--There is currently work being done on quality control for on-line classes.

--The Academic Dean's Office is also working on updating policies from ten years or longer ago which no longer apply.

Senate Reports:

CRC:

--April Kilgore reported that at the systems level, there is an obvious leaning toward a very liberal interpretation of academic freedom. For example, a math 060 has been developed at another community college because their students are having trouble passing the 065 class. In addition, two colleges in the system are the only two which teach a particular program, but they cannot agree on some classes, so the KCTCS CRC is allowing those two colleges to teach the same classes in different ways. April also reminded us that VLI approval is coming up again at the November meeting, so we need to let April know should we have any concerns.

Division Reports:

--Margy Blankenship announced that the CAPTE Site Report team for the PTA program would be on campus November 17-19. Margy said everything looks good for program accreditation.

Meeting adjourned at 11:57 a.m.