

SCC Faculty Meeting Minutes
August 8, 2007
2:15 p.m. EDT
The Center for Rural Development

The regular faculty meeting was called to order at 2:27 p.m. by the faculty chair.

The minutes from the April 27th regular faculty meeting were approved as distributed.

The chair reminded members and guests that to limit reports to five minutes.

The chair also reminded members and guests that when meeting via ITV persons wishing to address the membership should first identify themselves by name and location. This way, everyone knows who is speaking and where they are located.

Nancy Powell, the safety committee chair, reported that Kentucky Revised Statutes require that all fires including smoke, mulch, or laboratory fires be reported to the State Fire Marshal within two hours. These reports are generally routed through SCC's maintenance and operations department. It is also a requirement that fire trucks called to the scene of a fire at SCC should not leave the scene until the State Fire Marshal or his representative arrives on the scene. The safety committee chair also reminded faculty that an SCC crime log is available on the SCC Web site. The URL for the crime log is <http://www.somerset.kctcs.edu/general/crimelog.htm>.

The Dean of Student Affairs reported on the status of R2T4. She reminded faculty to report students who did not attend class during the first week, so they could be deleted from the roster. She also asked that faculty take attendance during the week of October 22nd, so they could report students not attending class. Finally, she asked that faculty track the last day of activity for students, so it could be reported at the end of the semester on grade rosters. The Dean also announced that faculty can track attendance in PeopleSoft. More information on the attendance tool in PeopleSoft will be distributed soon by the admissions office.

Kim Cleberg, STAR Center Coordinator, reminded faculty of the tutoring and other academic services available for students in the STAR Center. She reported that student usage had increased. She also reported the STAR Center hours of operation had been expanded to accommodate more students. She asked faculty to direct students who needed assistance to the STAR Center as soon as possible. She announced the eCommunity tab in Blackboard where students can receive tutoring at a distance via messages and chat.

Lynn Shearer, chair of the SCC Rules Committee, announced that she would be soliciting comments via email from faculty on the April election process which was administered electronically.

Alyce Grover announced that she would be soliciting faculty representatives to serve on the honors program.

The meeting adjourned at 2:54 p.m.