Faculty Senate Meeting Southwest Tennessee Community College Hospitality Room, Macon Cove campus March 9, 2004 Minutes

A. Call to Order and Roll Call The Senate was called to order at 3:00 P.M., March 9.

The following Senators were present for roll call: M. Bodayla, D. Branch, L. Smith, C. McKinney, J. Redmond, G. Spencer, D. Railston, L. Miller, S. Park, C. Crabtree, R. Schlichter, M. Cutler, C. Wagner, M. Beloate, J. Pritchard, M. Pratt, T. McColgan, B. Drake, L. Regan, L. Pope (and S. Haley).

The following Senators were absent for roll call: M. Moses, T. Heinrich, T Blankenbeckler, B. Turner, D. Brace, G. Foon.

The following Senators submitted a proxy: L. Gatewood proxy to J. Pritchard

B. Reading and Approval of Minutes The February minutes were approved as read.

C. Reports from Senate Officers and Senate Committees

- 1. Senate Executive Committee
 - a. Senate Committee Liaison (L. Miller)
 - b. Curriculum Committee Liaison (C. McKinney)
 - c. Scholarship Committee Liaison (L. Smith)
- 2. Academic Matters Committee (Dunn)
- No report Grade Appeals Con
- 3. Grade Appeals Committee (Shaw) No report
- 4. Faculty Handbook Committee (D. Smith) No report.
- 5. Faculty Development and Evaluation Committee (Singleton) No report.
- 6. Faculty Welfare Committee
 - No report

The following are College Standing Committees with Specific Senate relationships:

7. Curriculum Committee

C. McKinney reported that the Curriculum Committee has mostly been taking care of changes due to the new TBR requirements. Copies of the committee minutes are filed with the Senate minutes.

- 8. Promotion and Tenure Committee
- No report
- 9. Readmission Appeals Committee No report
- D. Unfinished Business
 - Concerns About Office Hours for Overloads
 The Senate's recommendation that additional hours for overloads not be required has been passed on to the
 Provost.
 - 2. Concerns About Insufficient Number of Textbooks
 - This matter will be postponed until the April meeting. 3. Farris Award
 - M. Bodayla is working on creating a committee.
 - 4. Faculty Vote for Changes in Constitution

The full faculty vote for the changes in the constitution and by-laws will take place along with the other Senate elections.

5. March Elections

The Election Committee developed a timeline for voting for the elections and are on schedule. The department chairs were prompt in supplying the names of the department representatives. A memo was sent to the division Deans on February 20 asking for the candidates for the division representative positions. The deadline is March 10, which is also the deadline for the Senate President Petitions. The online voting will take place from March 15 through March 20.

6. Senate Bank Account

R. Schlichter and C. McKinney reported that the original monies were for scholarships. They recommended that the division deans recommend one or more students from each department in their division and the Senate choose one person from each division to receive a one-time scholarship. The candidates should have a 3.0 GPA and have completed 30 credit hours. Developmental classes would not count in the credit hours. The Senate accepted this report. After discussion, the Senate voted to use the existing Scholarship Committee to choose the recipients rather than a Senate committee.

- 7. President's Information Meeting
- These sessions were rescheduled for March 19.
- Concerns About Administrative Involvement in Student Affairs The Senate Executive Committee discussed this matter with President Essex. He expressed concern and will talk to the Provost.
- E. New Business
 - 1. Compensation Committee Report L. Smith

L. Smith reported that a faculty sub-committee has been formed to review data of faculty members who have salary issues that the Human Resources personnel cannot resolve. Members are James Foley, Chand Wije, Barbara Rosenborough, Pat Nozinich, Mary McGarrh, Shayla Hill, and Lilliette Smith, chair. By March 15 employees will receive personal data sheets which should be checked carefully and returned by March 22. Open forums will be held to answer questions about the process. The goal will be to bring individuals to the mid-point. The Rockmore study is available in the library. Interested faculty members should look in the index for classification guidelines and look for faculty pay survey results by academic discipline.

2. SEC Meeting with President Essex

S. Haley reported that faculty should receive a 3% (2% plus a one-time 1% from the state) raise with another 3% going toward the salary equity study. This must go to TBR by April 5 and should be approved in September. It should be retroactive to July 1.

- 3. Senate Goals for Next Year The Senate's priority for next year is to make the Senate relevant to faculty concerns and to keep faculty informed. It was also suggested that new faculty members be informed of Senate activities.
- F. Adjournment

The Senate moved to adjourn at 3:45 P.M. The next Senate meeting will be April 6 at 3:00 P.M. at the Union Avenue campus.

Southwest Senators and Senate Committees April Roll Sheet

2004-2005 Senate

President:	Steve Haley	shaley	5635
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Division Senators:

Division Senators of Liberal Studies and Education - Five Seats.				
(Developmental Studies, Education, Fine Arts/Language and Literature, Social and Behavioral				
Science/Criminal Justice)				

Mary Ann Bodayla (1yr)	mbodayla	Social Behav. Sci./Crim. Just.	5197
Doug Branch (1yr)	dbranch	Fine Arts/Lang. and Lit.	4483
Lilliette Smith (1yr)	ljsmith	Social Behav. Sci./Crim. Just.	4125
Vava Cook (2yrs)	vcook	Education	4347
Victoria Gray (2yrs)	vgray	Social Behav. Sci./Crim. Just.	4678

Roll

Division Senators of Business, Career Studies and Technology - Five Seats.

(Accountacy/Office Adm./Career Studies, Business Adm. and Paralegal Studies, Information Tech/Graphic Arts, Engineering Tech., Industrial and Environ. Tech.)

Jerry Redmond (1yr)	jredmond	Information Tech., Graph. Arts.	4410
Gary Spencer (1yr)	gspencer	Engineering Tech.	4404
Dale Railston (1yr)	drailston	Indus & Environ Technologies	4152
Sarah Dunn (2yrs)	sdunn	Information Tech., Programming	4152
Lee Smart (2yrs)	lsmart	Accountancy/ Office Adm.	4677

Division Senators of Math, Natural Sciences, & Health Sciences - Four Seats.

(Nursing, Mathematics, Natural Sciences, Allied Health)

Bill Turner (1yr)	wturner	Mathematics	6023
Doug Smith (2yrs)	dsmith	Natural Sciences	5128
Linda Pope (2yrs)	lpope	Allied Health	5056
Roma Magtoto (1yr)	rmagtoto	Nursing	5435

Department Senators:

Division: Business, Career Studies & Tech. Departments:

- a. Accountancy, Office Admin. & Career Studies
- b. Administration & Paralegal Studies
- c. Info. Tech. & Graphic Arts Tech.
- d. Engineering Technologies
- e. Indus & Environ Technologies

Sheridan Park (1yr)	spark	Accountancy/ Office Adm.	4682
Christy Crabtree (1yr)	ccrabtree	Business Adm. and Paralegal St.	4668
Roger Schlichter (2yrs)	rschlichter	Information Tech./Graphic Arts	4144
Max Cutler (1yr)	mcutler	Engineering Tech.	4166
Carl Wagner (1yr)	cwagner	Industrial and Environ. Tech.	4160

Division: Liberal Studies & Education Departments:

- a. Developmental Studies
- b. Fine Arts, Languages, and Literature
- c. Education

d. Social & Behavioral Science/ Criminal Justice

Mickey Beloate (2yrs)	mbeloate	Developmental Studies	6015
John Pritchard (2yrs)	jpritchard	Fine Arts/Language and Literature	5645
Toni Campbell (2yrs)	tcampbell	Education.	5353
Clark McKinney (2yrs)	cmckinney	Social Behav. Sci./Crim. Just	4574

Division: Math, Natural Sciences & Health Sciences Departments:

a. Mathematics b. Natural Sciences c. Nursing			
d. Allied Health			
Tamara McColgan (1yr)	tmccolgan	Mathematics	5530
Bob Drake (1yr)	bdrake	Natural Sciences	4501
Loretta Regan (1yr)	lregan	Nursing	5447
Derek Gardner (2yrs)	dgardner	Allied Health	5056

• Senators are exempt from serving on other standing committees.

Membership of Faculty Senate Committees for 2003-2004

ACADEMIC MATTERS: Sarah Dunn (Chair), Carl Swoboda, Patsy Fancher, Ron Gephart, Leslie Peeples, Sarah Warrington, Clarence Christian, Lillie M. Jackson, Pat Keene

GRADE APPEALS: Sandy Shaw (**Chair**), Mary Vines, Virginia Melvin, Steve Katz, Sharron Smith, Larry Butts, Dewey Syker, Karen Webb (**alternate**).

FACULTY HANDBOOK: Victoria Gray, Tracy Freeman, Tracy Rusco, Douglas Smith (**Chair**), Phyllis Porter, Dagny Wright, Pat Foley

FACULTY DEVELOPMENT AND EVALUATION: Linda Lipinski (**Assist. Chair**), Georgia Whaley, Darius Wilson, Jane Santi, Vicki Robertson (**Chair**), Mary Pratt, Thurston Shrader, Janice Van Dyke, Donna Toole, Kathy Singleton, Evelyn Little;

FACULTY WELFARE: Clementee Whaley, Clair Berry, Vava Cook, Sam Chang, Carol Gazik, Sarah Dunn, Lois Washington, Don Thomas, Robert Tate, Liz Lawrence, Bridgett Smith, Rita Springer, Robert E. Whaley, Twyla Waters, Lee Smart

(AD HOC) SENATE SCHOLARSHIP COMMITTEE: to be appointed;

ELECTION COMMITTEE: B. Turner, J. Redmond, C. McKinney, L Pope.

The following are College Standing Committees with specific Senate Relationships: (See Constitution.)

CURRICULUM COMMITTEE: liaison to be appointed;

PROMOTION AND TENURE COMMITTEE: L. Gatewood, P. Mays, L. Peeples, S. Katz, L. Moses, M. Wright, H. Nichols

READMISSION APPEALS: to be appointed;