

**Faculty Senate Meeting  
Southwest Tennessee Community College  
Union Avenue Campus, Faculty Lounge  
October 7, 2003 Minutes**

A. Call to Order and Roll Call

The Senate was called to order at 3:00 P.M., October 7.

The following Senators were present for roll call:

M. Bodayla, D. Branch, L. Smith, C. McKinney, G. Spencer, L. Miller, S. Park, M. Cutler, M. Beloate, J. Pritchard, L. Gatewood, M. Pratt, T. McColgan, B. Drake, L. Regan, L. Pope (and S. Haley).

The following Senators were absent for roll call:

M. Moses, D. Railston, C. Heinrich, B. Turner, D. Brace, G. Foon, C. Crabtree

The following Senators submitted a proxy:

J Redmond, proxy to T. Blankenbeckler

T. Blankenbeckler, proxy to S. Park

R. Schlichter, proxy to S. Park

C. Wagner, proxy to S. Park

B. Reading and Approval of Minutes

The September 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

No report. The committee has held its first meeting. L. Miller will request a report.

3. Grade Appeals Committee (Shaw)

No report.

4. Faculty Handbook Committee

No report.

5. Faculty Development and Evaluation Committee (Singleton)

No report

6. Faculty Welfare Committee

The committee has held its first meeting. L. Miller will request a report.

The following are College Standing Committees with Specific Senate relationships:

7. Curriculum Committee

C. McKinney reported that the majority of business dealt with course number changes in the Electrical Engineering courses. The question of when course changes due to the changes in the Gen Ed core are due to the Curriculum Committee. S. Haley will check on this.

8. Promotion and Tenure Committee

No report

9. Readmission Appeals Committee

No report

D. Unfinished Business

1. Status of 12-Month Contract Study

L. Regan reported that the only Nursing faculty to have 12-month contracts are the chairs. This contradicts a statement in the report from the sub-committee. S. Haley will contact J. Friedlander about this matter.

2. Status of Election to Fill Bettie Abernathy-Phillips Position  
The election was held from September 30 through October 6. The results of the online voting were: Carl Heinrich, 33 votes; Gary Spencer, 1 vote; Lee Smith, 1 vote. There was some question about Lee Smith's eligibility. According to the Constitution and By-laws, in order to serve on the Senate, a person must hold at least the rank of Instructor and have completed at least one full year as a full-time faculty member.
3. Status of Non-reimbursable fees  
The acting Vice President of Finance told President Haley that there is nothing that can be done about these fees. Haley will follow up on this with the new Vice President of Finance.
4. Status of Appointment of Vice President of Finance  
Dr. Dhingra is the new Vice President of Finance. He comes from the University of Nevada and has previous experience with salary equity studies.
5. Status of Salary Notification and Benefits Summaries  
S. Haley has asked Dr. Miller about why all faculty members are not receiving salary notifications and benefits summaries each year. She was not aware of this problem and will check on it.
6. Status of 2003-2004 Priorities  
Salary equity is the first priority for the Senate for 2003-2004. S. Haley is very encouraged after discussing this issue with the administration and believes the administration is "on board." He expects an adjustment in 2004-2005 and money in the budget.

L. Smith stated that we need input into how the salary equity study is revised. We need information about how they will determine seniority.

#### E. New Business

1. ADA Concerns  
Several Senators expressed concern about difficulties in remaining in compliance with ADA regulations when tutorial and testing services have been cut. The ASC will no longer provide testing services, and the hours of operation are being shortened. The ASC at Macon will not duplicate tapes. Media Services will provide this service. S. Haley has asked the Provost to look into this matter but has not heard anything.  
  
L. Smith report that on August 19 a meeting was held to discuss the reductions. Participants were Arch Griffin, Elaine Adams, Gail Thomas, Maxine Ford, and Joanne Bassett. The Distance Learning representatives suggested a proctor cooperative.  
  
M. Bodalya stated that faculty hours are increasing due to extra duties performed because of the cutbacks. C. McKinney expressed concern about the lack of tutors. He will prepare a resolution for the next meeting.
2. Promotion and Tenure Task Force Committee  
L. Smith reported that a task force was formed comprised of Department Chairs to discuss professional excellence, outstanding abilities, dossier documentation, and academic freedom. Smith suggested that a faculty member be placed on the committee and was appointed to serve on the committee.
3. Print Shop Concerns  
Due to concerns about the removal of the two people at the Union campus, S. Haley met with K. Nippert, who has agreed to reconsider. M. Bodalya contacted A. Shotwell about the issue and was assured that the Union campus would have duplicating services.
4. Late Registration Proposal  
S. Haley reported that he is serving on an ad hoc committee to improve registration. The committee requested that the Senate propose that late registration end on the day before classes start. D. Branch moved that the Senate recommend that late registration end at the end of the last business day before the first day of classes. M. Pratt seconded the motion. The motion was passed unanimously.
5. Campus Safety  
L. Regan brought up the issue of campus safety and stated that we are experiencing a problem every semester. The Nursing building has had several problems, and the response time from campus security has been slow. Many of the red phones do not work and many offices are isolated.



Bill Turner (2yr)	wturner	Mathematics	6023_____
David Brace (2yr)	dbrace	Allied Health	5405_____
Gerald Foon (1yr)	gfoon	Allied Health	5412_____
Lynda Miller (1yr)	lmiller	Natural Sciences	4447_____

## 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 (2yr)	spark	Accountancy/ Office Adm.	4682_____
Cristy Crabtree (2yr)	ccrabtree	Business Adm. and Paralegal St.	4668_____
Roger Schlichter(1r)	rschlichter	Information Tech./Graphic Arts	4144_____
Max Cutler (2yr)	mcutler	Engineering Tech.	4166_____
Carl Wagner (2yr)	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 (1yr)	mbeloate	Developmental Studies	6015_____
John Pritchard (1yr)	jpritchard	Fine Arts/Language and Literature	5645_____
Lafayette Gatewood (1yr)	lgatewood	Education.	5147_____
Mary Pratt (1yr)	mpratt	Social Behav. Sci./Crim. Just	6056_____

**Division: Math, Natural Sciences & Health Sciences**

**Departments:**

- a. Mathematics
- b. Natural Sciences
- c. Nursing
- d. Allied Health

Tamara McColgan (2yr)	tmccolgan	Mathematics	5530_____
Bob Drake(2yr)	bdrake	Natural Sciences	4501_____
Loretta Regan (2yr)	lregan	Nursing	5447_____
Linda Pope (1yr)	lpope	Allied Health	5056_____

- Senators are exempt from serving on other standing committees.

## Membership of Faculty Senate Committees for 2003-2004

**ACADEMIC MATTERS:** Sarah Dunn, 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, 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:** to be appointed;

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

**CURRICULUM COMMITTEE:** liaison to be appointed;

**PROMOTION AND TENURE COMMITTEE:** to be appointed during the fall;

**READMISSION APPEALS:** to be appointed;