NWACC Faculty Senate, 2007-2008 Linda Lovell, President Angie Albright, Vice-President Cathy McAuliffe- Secretary

#### **Minutes**

Thursday, March 13, 2008 Burns Hall 1469

**Present:** Linda Lovell; Angie Albright; Carol Olson, Division of Science and Math; Keith Foster, Division of Business and Computer Information; Gloria Mallow, Division of Communications and Arts; JoAnn Schwader, Associate Faculty and Professional Development; Gene Vinzant, Division of Social and Behavioral Sciences; Teresa Briggs, RTC; Curtis Harrell, At Large; Conrad Krauft, At Large; Stephanie Lewis, At Large; Judy DeGarmo, At Large

Guests: Edrene McKay, Caroline Burton, Michaele Ann Buell

**Absent:** Burnetta Hinterthuer, At Large; Cathy McAuliffe, Secretary; Abby Selby, Division of Health Professions; Kate Louton, Associate Faculty; Janel Stryker, Adult Education

#### III. B. Old Business

The meeting began with a brief update on the plans for the 8<sup>th</sup> street by-pass. The public comment period ends 3/14/08. The plans have been narrowed to plans # 5, 6, or 7; all of these will cross campus land. The comments sent in by NWACC faculty and staff (75 in all) were presented at the Land Use and Facilities Committee Meeting. This committee drafted a resolution representing the College's input, but the resolution was rejected by the Board of Trustees, who suggested instead that Dr. Paneitz and Board Chairperson Coleman Peterson write a letter to the consulting firm in charge of the project. Dr. Paneitz sent a draft of that letter to the meeting and the Senate read the letter.

# I. At Large Senator Replacement Election

The voting for the At-Large Senator to replace Cathy McAuliffe (now serving as Secretary) will close on Wednesday 3/19. Voting may be done on-line. The three candidates are Kelley Rose, Michaele Ann Buell, and Caroline Burton.

## II. Faculty Concerns

#### Α.

Edrene McKay presented a concern regarding the Internet Acceptable Use Policy, which is being required by the State and is being drafted by Steve Earney. Having read the draft, Edrene raised some concerns about the language of the draft, which she felt was

more autocratic in tone than is appropriate for an educational institution, might leave an opening for illegal surveillance, and does not recognize the college as an academic institution. Edrene referred to the U of A policy as a possible model. A motion was made by Teresa Briggs and seconded by Carol Olson that Edrene head a task force to help with revision and meet with Steve Earney as the policy is formulated. She will report at the April 18 Faculty Senate Meeting and the result will be reported at the April 25 Faculty Business Meeting. The motion was passed unanimously.

#### II. B.

Gene Vinzant raised the issue of having the medical/child care reimbursement limit raised on the cafeteria plan health insurance. The reimbursement is currently capped at \$2500, and this figure has not been raised for three years. This is the pre-tax amount withheld from employees' pay checks, so there is not cost to the College to raise the limit. Senate members also indicated that they would like to look into the possibility of an FSA (flexible spending account) that might take the form of a card that could be used much like a bank card for medical expenses covered by the reimbursement. A motion was made by Linda Lovell that Gene and Angie officially make the request to Human Resources as a representative of the Senate. The motion was seconded by Teresa Briggs and passed unanimously.

#### III. Old Business

#### A. Elections

The Election Commissioners (Gloria Mallow, Abby Selby, and Conrad Krauft) will begin to take nominations for at-large senators, officers, and associate faculty representatives for the 2008-2009 Senate on Monday, March 24. After those results are in, the divisions will conduct elections for their representatives. The entire process will be done by the end of April.

There was some discussion about changing or clarifying the job descriptions and duties of senators and officers. The roles are developing as the College grows and the Senate takes on a more active role in shared governance. It was felt that nominees should have a clearer picture of what is expected of them when they agree to participate in Senate. The Election Commission will send a description of the duties expected of senators and officers when they contact the nominees. There was a motion to put this item on the agenda at the next Senate meeting so that we can continue discussion, perhaps in a Senate Retreat with the newly elected Senate. The motion passed unanimously.

## B. Meeting with Dr. Paneitz on March 7 (Linda Lovell and Angie Albright)

- The Faculty Termination Process Review was discussed. The Senate would like to continue this process in the future.
- A group of faculty spearheaded by Kelley Rose are looking into expanding study abroad programs for our students. A committee of

interested faculty will form to look into consolidating the already existing programs and increasing these opportunities for our students.

• A major concern was raised by Angie about the loss of an academic computing lab. Room 2423 will become a language lab in Fall '08, but no plans have been made to replace that lab. Many classes need the lab, but it seems that there has been no consideration made about replacing this asset. The former testing center has been suggested, but there are too few computers in that room to accommodate a class. This is an important issue that seems to have fallen by the wayside. Angie will continue to pursue this issue.

## **III.** New Business – Curriculum Committee Business

At this point, as time was running out, the Senate reviewed the recommendations of the Curriculum Committee. The changes were as follows:

- A. LEAD 1012 Introduction to Leadership Fundamentals was moved from the Department of Business Management to Division of Social Sciences. Motion to approve by Teresa Briggs, seconded by Keith Foster 11 in favor, 1 abstain. Passed.
- B. GNEG 1103 Introduction to Engineering add Math prerequisite MATH
  1204. Motion to approve Linda Lovell, seconded by Carol Olson. 11 in favor
  1 abstain. Passed
- C. Next 5 items were changes in the number of hours for PHTA courses. Changes were made under recommendation of the Advisory Board. Motion to approve by Carol Olson, seconded by Angie Albright. 11 in favor, 1 abstain. Passed.

The Curriculum Committee will post guidelines for Course Outcomes for all applicants for future course changes and additions.

At this point there was a motion to extend the meeting until 5:15, but no voting can take place after 5:00 p.m. Motion was approved and meeting continued.

III.

# C. Faculty Event

Angie Albright is leading the committee planning the yearly Faculty Event. She has had some volunteers to help, but she could use more. She asked the Senate if they would like to have a more informal event, rather than a sit-down dinner. Senators seemed to think this was a good idea. Burnetta sent a message that she is willing to assist in the planning.

## D. Handouts to be Approved

The following handouts were reviewed, but no formal vote could be taken after the 5:00 deadline:

- Trial Course Approval Process (Dr. Tuthill will be "in the loop")
- New Program/Program Review Committee
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- Academic Calendar Process (the academic calendar will come before the Senate for recommendations in the future).

# E. Meeting with Academic Consultants

Linda Lovell briefly described the success of the meeting with the Academic Consultants who were on campus a few weeks ago and thanked the Senate members who attended that meeting. The consultants left with a very positive view of the faculty, and we are looking forward to their report.

# Meeting was adjourned at 5:15

Respectfully Submitted,

Judy DeGarmo (Standing in for Cathy McAuliffe)