NWACC Faculty Senate, 2011-2012

Minutes from Faculty Senate Meeting
Friday, November 18, 2011
NWACC Greenhouse Conference Room, Bentonville, Arkansas

Bryan Aguiar, Faculty Senate President, called the meeting to order at 1:02 p.m.

Present: Rachel Ackerman, Bryan Aguiar, LeAnn Caudle, Greg Fields, Keith Foster, Walter Hinojosa, Melissa Jordan, Stephanie Lewis, Megan Looney, Diana Nagel, Christina Smith, Jeff Sprott, Judy Tobler, Natasha Washington, Wendi Williams

Guests: Jeff Jackson, Mark Scott, Sarah Terry, and Laura McClellan

I. NWACC Branding—Mark Scott

Mark Scott, executive director of publications at NWACC, spoke to the Faculty Senate about the school's desire to increase recognition of NWACC. He referenced a Board meeting from the summer where the issue of NWACC branding was raised. The school hired the firm of Cranford, Johnson, Robinson, and Woods (CJRW) to help with NWACC branding.

Scott introduced Sarah Terry and Laura McClellan of CJRW to the senate. Terry and McClellan used the senate as a focus group, seeking receive faculty feedback to help with the branding. The senate responded to the focus group questions.

After Terry and McClellan were finished, Bryan Aguiar said he would send a copy of the report to the Faculty Senate once he received it.

II. Attendance

All current Faculty Senate members were present except for Curtis Harrell.

Bryan Aguiar welcomed Keith Foster and Greg Fields.

III. Approval of Minutes

The Senate voted to approve the minutes from the October 21, 2011 Faculty Senate meeting, with spelling correction made to Walter Hinojosa's name

Motion to approve the minutes was made by Walter Hinojosa; seconded by Diana Nagel; approved.

IV. Committee Reports

Academic Standards—Bryan Aguiar presented highlights from the most recent committee minutes, sent to him by chair of the committee Linda Lovell. See Attachment 1 for the committee minutes.

Curriculum Committee—Jeff Jackson, filling in for Curtis Harrell as the committee representative, presented the committee's change proposals.

Deletion of WCIV 1003 Western Civilization to 1650
Deletion of WCIV 1003H Western Civilization to 1650 Honors
Deletion of WCIV 1013 Western Civilization Since 1650
Deletion of WCIV 1033 World Civ Earliest times – 1650
Deletion of WCIV 1013H Western Civ. Since 1650 Honors

Motion to treat as a block by Bryan Aguiar; seconded by Keith Foster; approved.

Motion to approve by Diana Nagel; seconded by LeAnn Caudle; approved.

Revision of ENSC 1853 Fundamentals of Sustainability

Motion to approve by Bryan Aguiar; seconded by Rachel Ackerman; approved.

Addition of ART 1333 Two-Dimensional Design

Motion to approve by LeAnn Caudle; seconded by Christina Smith; approved.

Revision of ENAP 0023 Grammar and Mechanics NNS
Revision of ENAP 0053 Beginning Writing NNS
Revision of ENAP 0063 Intermediate Writing NNS
Revision of ENAP 0003 Preparing for College Reading NNS
Revision of ENAP 0033 College Reading NNS

Motion to treat as a block by Bryan Aguiar; seconded by Diana Nagel; approved.

Motion to approve based on inclusion of the word “Compass” to all descriptions by Bryan Aguiar; seconded by Jeff Sprott; approved.

Bryan Aguiar said he will confirm this inclusion with Curtis Harrell.

Addition of JOUR 2163 Journalism Internship

Motion to approve by Judy Tobler; seconded by Stephanie Lewis; approved.

Revision of MUSI 1101 Chamber Singers I
Revision of MUSI 1111 Chamber Singers II
Revision of MUSI 1331 Private Voice 1 Credit-I
Revision of MUSI 1341 Private Voice 1 Credit-II
Revision of MUSI 1332 Private Voice 2 Credits-I
Revision of MUSI 1342 Private Voice 2 Credits-II
Revision of MUSI 1431 Rock Band I

Revision of MUSI 1441 Rock Band II
Revision of MUSI 1301 Jazz Band I
Revision of MUSI 1311 Jazz Band II
Revision of MUSI 2201 Chamber Ensemble I
Revision of MUSI 2211 Chamber Ensemble II
Revision of MUSI 1411 Private Guitar 1 Credit I
Revision of MUSI 1421 Private Guitar 1 Credit II
Revision of MUSI 2901 Private Organ 1 Credit I
Revision of MUSI 2911 Private Organ 1 Credit II
Revision of MUSI 1512 Private Organ 2 Credits I
Revision of MUSI 1522 Private Organ 2 Credits II
Revision of MUSI 1231 Private Piano 1 Credit I
Revision of MUSI 1241 Private Piano 1 Credit II
Revision of MUSI 1232 Private Piano 2 Credits I
Revision of MUSI 1242 Private Piano 2 Credits II

Motion to treat as a block by Bryan Aguiar; seconded by Melissa Jordan; approved.

Motion to approve by Diana Nagel; seconded by Stephanie Lewis; approved; two negative votes; one abstention.

Faculty Evaluation Committee—LeAnn Caudle reported on the committee. She noted a concern that one division is underrepresented on the committee since that division's representative has not had good attendance. Caudle briefly explained the results of a faculty survey about the evaluation process. Some results she highlighted included faculty's desire to have all sections of classes evaluated as well as the desire for consistency across all divisions in how the evaluation process is completed. Caudle commented that faculty members seem to want a written policy on how to complete the evaluation and said she would ask Dr. Marvin Galloway if the committee should address this issue.

Faculty Handbook Committee—Bryan Aguiar said he has collected names from each division for this committee, but is currently putting a taskforce together to address immediate issues with the Faculty Handbook. He said he will issue a call for volunteers for the taskforce. The senate noted the importance of including representation from all divisions on all standing committees.

Student Learning Committee—Diana Nagel reported that many faculty have attended the TracDat training and the committee will have two sessions in spring's Celebrate Learning. She said the committee is discussing having a faculty assessment day in the spring which would focus on student learning assessment. She commented that she is encouraged by the increase in support for assessment she has seen throughout the school.

Emeritus/Sabbatical Leave Committee—See Attachment 2 for committee report sent to Bryan Aguiar by Steve Cooper, committee chair.

V. Professional Growth and Development Plan

Bryan Aguiar said that NWACC will have two profession development committees—one that will decide how funds are spent $70,000 and establish a process for faculty development and one that will report to Faculty Senate which will be involved in activities like Celebrate Learning.

Some senate members voiced concerns about having a committee make funding decisions rather than deans. Aguiar said that deans do have some funds available to provide professional development.

Aguiar said that Dr. Steve Gates wanted money to be available for all full time faculty to attend at least one conference or professional development event.

The senate looked at the Development Plan, the form that documents a faculty member's improvement in the area for which a "Needs Improvement" was given on the evaluation. The senate agreed that the form needed to state that it is for faculty who received "Need Improvement" on evaluation and that where the form currently reads "Dean," it should read "Supervisor." Aguiar said he will make changes and post the form on the wiki for comments.

VI. New Business

Bryan Aguiar brought up the issue of faculty switching to once a month pay. He said that Dr. Steve Gates and Marty Parsons both are in favor of once a month pay since they say it will reduce the number of payroll errors. The senate voiced many concerns about the change.

Wendi Williams passed out a notice about an earthquake drill; she would like to gather support for NWACC to participate, noting that about practice makes people less hysterical when an event actually occurs.

A question was raised whether faculty can be forced to take on an overload, since the handbook and job description say it is voluntary. Aguiar said that Steve Gates will bring address this issue with the deans.

Bryan Aguiar, Faculty Senate President, adjourned the meeting at 3:07 p.m.

Respectfully submitted,
Megan Looney
Faculty Senate Secretary 2011-2012

Attachment 1

Academic Standards Committee

Meeting Minutes
October 21, 2011

Opening:

This special meeting of the Academic Standards Committee was called to order on October 21st in Student Center 114E by Todd Kitchen, VP of Learner Support Services.

Present:

Linda Lovell, Karen Weeks, Sheila Smith, Dr. Jerry Vervack, Jim Laughton, Eric Vest, and Todd Kitchen (VP of Learner Support Services)

A. Open Issue

1. Suspension Policy

   Linda Lovell welcomed two representatives from Learner Services, Todd Kitchen and Eric Vest. She noted that the meeting was a follow-up to previous meetings between the Academic Standards committee and Learner Services about the Academic Suspension policy and in particular relation to the committee's concern that the policy was in the College Catalog but was not being enforced.

   Todd Kitchen began by providing an overview of the current situation of the Academic Suspension policy. Kitchen noted that the policy was important for several reasons: the new funding formula approved by the Arkansas Legislature that includes retention and completion rates, the academic integrity of the institution, the ethical concerns associated with allowing students who fail to maintain a 2.0 GPA to re-enroll repeatedly, and the amount of support and number of effective interventions given to students who have been academically unsuccessful by both the Learner Services and Learning divisions.

   Kitchen observed that the policy would affect as many as 1400 students, with approximately 540 of those suspended, and that many of these same students were already being impacted by new academic standards associated with federal financial aid. He noted that in the fall of 2011, the college had lost approximately 5% of students due to these regulations. He further noted that approximately 2/3 of the student body is reliant on financial aid.

Given the number of students involved, Kitchen noted that Learner Services was taking a “hard look” at the data in order to better understand the profile of students who were impacted by the financial aid regulations and would be impacted by enforcement of the published Academic Suspension policy, and had been actively developing interventions for those students.

Jerry Vervack then posed the question of whether the policy enforcement was being delayed because of concerns about the budgetary impact of decreased enrollment. Kitchen reiterated Learner Services commitment to enforce the policy but also its concerns about the number and quality of interventions currently in place to assist students who would be affected by the policy. The committee discussed concerns about the need to alert students who might be impacted in a timely fashion and possible timelines for implementation. Kitchen indicated that because of leadership changes and funding challenges faced by Learner Services during the past two years, that Learner Services would prefer that students be apprised of the college’s intent to enforce the policy during the spring, summer, and fall semesters of 2012, with the policy entering enforcement with the Spring 2013 term. Kitchen noted that a Spring 2013 deadline would give the college time to add an appeal process and to measure the effectiveness of intervention measures that had been implemented by Learner Services. Committee members expressed concerns that the policy had been published more than two years earlier, that such a timeline was an extension of earlier commitments by Learner Services, and that a Fall 2012 enforcement date would be more desirable.

Kitchen agreed that Learner Services would pull data on the impacted students, draft a revision of the policy that included an appeals process, seek support for enforcement from the academic deans, and develop a plan for notifying the student body that the college’s plan to enforce the policy.

Adjournment:

Meeting was adjourned by Dr. Lovell.

Minutes submitted by: James Laughton

Approved by: Linda Lovell

Attachment 2

NWACC MUSIC

STEVE COOPER, DMA, Chair
Department of Performing and Visual Arts

1 College Drive, Bentonville, AR 72712.
Phone: 479.619-4261 Fax: 479.619-4290 E-mail: scooper@nwacc.edu

SABBATICAL / EMERITUS COMMITTEE REPORT 11/16/11

Members:
Tobler, Judy; Nemec, Denise; Huggard, Chris; Fish, Miles; Chalfant, Victor; Hammons, Cindy; Tedder, Sandy, Mary Hubbard, Carey Chaney; Steve Cooper, Chair

The Sabbatical Committee has been communicating electronically preparing for the deadline for sabbatical applications for the 2012-13 school year. That deadline was this past Tuesday, 11/15, and two applications have been received. Those applications have been forwarded to the committee, and the study/recommendation process has begun.

The group will meet to discuss the applications and to make recommendations to the President and the Cabinet after the Thanksgiving holiday.

Steve Cooper, Chair