NWACC Faculty Senate, 2008-2009

Minutes from Faculty Senate Meeting
Friday, October 17, 2008
NWACC Room 1469, Bentonville, Arkansas

Linda Lovell called the meeting to order at 3:00 p.m.

Present: Linda Lovell, President; Judy DeGarmo, Vice President; Kelley Rose, Secretary; Caroline Burton, At-Large; Alan Clark, Health Professions; Curtis Harrell, Communication and Arts; Jim Laughton, At-Large; Bob Marion, At-Large; Edrene McKay, Adjunct Faculty; Jackie Mitchell, Adult Education; Carol Olson, At-Large; Cara Sams, Adjunct Faculty; Greg Swango, Business and Computer Information; Karen Tinker, Social and Behavioral Sciences, Education, Wellness, Legal, and Protective Services; Diana Nagel, proxy for Tess O'Brien, At-Large

Guests: Conrad Krauft, Psychology Faculty; Sandy Tedder, Life and Physical Science Faculty

Attachments to Minutes: Academic Grievance Procedures Committee Minutes of October 15, 2008; Email from Michael Kirk re Student Behavioral Consultation Team, Reports on Senate Action 2007-08 and 2008-09

Approval of Minutes

Having received no changes to the Minutes, both the Faculty Senate Minutes of September 19, 2008, and the Faculty Business meeting of September 26, 2008, were approved as submitted. Senators were asked to advise their constituents that the Minutes are located on the Faculty Senate website.

Lovell announced that Tess O'Brian's mother died. Flowers will be sent to Tess.

Faculty Issues – Raised Issues

A. Adjunct Faculty Classroom Access
Faculty Senate members were informed of an issue where an adjunct faculty felt she had been interrogated when she asked security to unlock her classroom. The adjunct expressed that as a member of the faculty, she did not appreciate being treated in that manner.

Linda Lovell will investigate current security policies and procedures then disseminate information to faculty. Tinker was asked to advise the adjunct that it is a safety issue, not an adjunct issue. Security has been tightened due to recent campus and national events.

Senate recommends that all divisions provide adjuncts with a NWACC name badge, although security may still require anyone they do not personally know to produce a NWACC ID.

B. Academic Computer Lab
Some faculty members are disturbed by the fact that the academic computer lab was reassigned to foreign languages during the remodel. Since then, it was decided that an academic computer lab is still necessary. Accordingly, a decision was made to put 24 computers in the library and designate it as academic lab space. The library renovation is scheduled to be completed soon. Drs. Paneitz and Tuthill realize this is not adequate and an academic computer lab remains a pressing issue.

Since there is a finite amount of space and divisions are growing, there may be more conflicts as divisions compete for space. This could be an ongoing issue until more space is available. There is a possibility that

when the business department moves to the Global Business Development Center, those rooms can be allocated for an academic lab.

Faculty are also concerned with the lack of communication during this change: the lab disappeared without it being discussed with faculty and others it affected. Another change was that along with the space taken away, Pat Kelly was also moved and is no longer available for classroom assistance. Senate members were informed that Pat's position has changed. He is now the webmaster. Discussion regarding IT issues ensued. Senate members were advised that they can call IT when they incur IT issues in the classroom, and IT usually respond quickly.

To determine who should be contacted when specific issues arise, Judy DeGarmo will investigate the specific job functions of Pat Kelly, Steve Blagg, and IT and report at the next Faculty Senate meeting.

New Business

C. Board of Trustees Reports – Alan Clark, September; Bob Marion, October
Alan Clark attended the Board of Trustees' September meeting. During the meeting, Trustees discussed moving some facilities to the vacant St. Mary's Hospital. Concerns are that the vacated building is not conducive to a learning environment and is located in a deteriorating part of town. There is also a question of safety, as it could also house the teen crisis center and battered women's shelter. Housing these organizations in the same facility poses risks, such as drugs, violence, etc.

During the meeting, two faculty members who had been on sabbatical gave their sabbatical reports.

Bob Marion attended the Board of Trustees' October meeting. The October meeting was held at the Hammons Center during AATYC. Dr. Tuthill reported on diversity and growth of minority student populations, as well as growth in minority ranks within faculty and staff. NWACC's Hispanic population is growing the fastest and also has the highest retention rate. It was mentioned that there are several Hispanic programs, which probably increases the retention rate. It was also reported that the African American population has the lowest rate of retention. In order to increase retention rates among African American students, it was suggested that more resources be provided for African Americans.

Carol Olson volunteered to attend the November meeting. Karen Tinker and Caroline Burton volunteered to attend the December meeting. Board of Trustee meetings are open: any person can attend a meeting at any time.

D. Curriculum
Curtis Harrell explained that there are two definitions of course deletion. Faculty interpret course deletion as deleting a course from the catalog; however, from an administrative viewpoint, course deletion is considered a course deactivation in Banner.

World Religions Honors: Add Course
Motion to approve was made by Judy DeGarmo; Cara Sams seconded; approved.

Jazz Band: Add Course
Motion to approve was made by Carol Olson; Karen Tinker seconded; approved.

Medical Technologies Techniques I, II, III: Delete Three Courses as a Block
Motion to approve was made by Carol Olson; Jim Laughton seconded; approved.

E. Report on Faculty Hiring Procedures

DeGarmo reported that a hiring procedures task force recently met with Dr. Tuthill and Ed Rogers. They began discussions by trying to determine whether faculty and staff should have the same hiring procedures, whether PAQs should be used for faculty, whether all full time hires undergo the same process, and whether hiring committee members can discuss the process with other members and, if so, at what point during the process. Another concern was the location to review applicant packets: sitting in the open area of HR is not conducive to confidentiality.

The task force will review current policy and revise it to include suggested revisions. DeGarmo will also meet with Susan Collie to advise her of discussions and, when an AVP is hired for HR, the task force will bring that person into discussions. The task force will meet again to begin recommendations process. DeGarmo will bring recommendations back to Senate.

F. Report on Grievance Procedure

Linda Lovell reported that she facilitated a meeting of deans, chairs, faculty, and Dr. Tuthill to discuss grievance procedure. The current procedure is not being followed as written. Current procedure is that students should go to instructor first, then instructor's supervisor, then dean, then VP. The group members found 16 points of agreement (see attachment). The goal is to develop a procedure that will be acceptable from all viewpoints – students', instructors' and administrators' – and will work for several years. The group will meet again on Oct 27th to review and discuss the draft.

G. Student Behavioral Consultation Team

Michael Kirk is assembling a cross-section of NWACC colleagues to respond to troubling student behaviors (see attachment). This group will be called the Student Behavioral Consultation Team (SBCT). The team will convene weekly and when emergency situations arise to assess inappropriate or questionable student behavior and determine an appropriate response or intervention. The tentative SBCT team members consist of Gary Dennis, Director Public Safety; Steve Pelphrey, Executive Director Risk Management; Michael Kirk; two faculty members; and a staff council representative. Dr. Diana Nagel, psychology faculty, and Abby Kolb-Selby, nursing faculty, have agreed to represent faculty.

H. Employee Benefits Fair, Oct. 21, 22, 23

Faculty Senate will have a presence at the Employee Benefits Fair: Senators volunteered to man a table, provide note cards for comments or suggestions, and a distribute a flyer regarding the role of Faculty Senate.

I. Phone List

Lovell will develop a phone list by department, division.

Old Business

J. Report on Senate Action 2007-08 and 2008-09

Members were provided with a list of Faculty Senate accomplishments, which included:

2007-08

- Supported hiring of John Tuthill
- Adjunct Faculty free use of Fitness Center
- Defended Faculty Rank
- Defended Senate Constitution Preamble
- Defended Faculty Sabbatical
- Defended and Restored Faculty Handbook

- Grievance against Dr. Ates to President
- Improved the position of academic concerns at NWACC through Senate meeting with the instructional consultants: learning first

2008-09: We seek

- Improved faculty hiring procedure – Hiring Procedure Committee
- Improved faculty salaries – Compensation Task Force
- Improved student grievance procedure re faculty
- Improved faculty grievance procedure re students – Student Behavioral Consultation Team
- Classroom 1158 is being fixed, prior toxic environment, mold

Members of the Senate were asked to contact Linda Lovell when they become aware of other faculty initiatives that should be undertaken.

K. Corporate Learning Request

Discussion ensued around request of Donna Hanson for faculty to collaborate with Corporate Learning. Karen Tinker, Gloria Mallow, Kelley Rose, and Linda Lovell volunteered to serve on this committee. Any other faculty who would like to attend were asked to notify Lovell.

Meeting Extended

At 5:00, Judy DeGarmo moved to extend the meeting for 15 minutes in order to complete agenda discussions; Caroline Burton seconded; approved.

L. Role of the Senate, Senators, Faculty Business Meeting

The role of Faculty Senate is to address issues that affect all faculty members, across all divisions. Sometimes things are accomplished quietly behind the scenes, but, as evidenced by the list of accomplishments above, Faculty Senate plays a significant role on campus.

M. Graduation Decision:

Grades Due: Monday, May 11, 2009
Graduation: Friday, May 15, 2009
* Faculty contracts run through May 15, 2009

Faculty Senate was advised that the Cabinet voted that faculty are no longer required to attend graduation. However, it is a moot point this year since faculty contracts do not end until May 15.

Adjournment

Linda Lovell adjourned the meeting at 5:15 p.m.

Respectfully Submitted,
Kelley Rose,
Faculty Senate Secretary 2008-09