# **NWACC Faculty Senate, 2011-2012**

Minutes from Faculty Senate Meeting Friday, February 17, 2012 NWACC Greenhouse Conference Room, Bentonville, Arkansas

Bryan Aguiar, Faculty Senate President, called the meeting to order at 1:00 p.m.

Present: Rachel Ackerman, Bryan Aguiar, LeAnn Caudle, Greg Fields, Keith Foster, Curtis Harrell, Walter Hinojosa, Melissa Jordan, Stephanie Lewis, Megan Looney, Diana Nagel, Christina Smith, Lenora Sotlar (proxy for Natasha Washington), Jeff Sprott, Wendi Williams

Guests: Brooke Holt, Jim Laughton, Linda Lovell, Jasmine Pope, Steve Gates

# I. Degree Audit

Brooke Holt shared information about purchasing Degree Works—a degree audit system. Holt said the system will make advising and auditing much easier and more comprehensible. It will allow advisors to build a student's degree plan. The system will be implemented by fall to use with a pilot group if not all students. Holt said she will send demo link for dispersal to Faculty Senate.

#### II. NWACC Foundation

Jasmine Pope, the new development coordinator with the foundation, wanted to covered information about the Foundation's scholarship luncheon on Feb. 29 from 11:30 a.m. to 1:00 p.m. Pope encouraged faculty to allow students to attend luncheon without penalty. Pope also mentioned changes in scholarship application process, which have led to an increase in applications.

# III. Information Updates

Dr. Steve Gates updated the senate on several subjects. The first was the VP for learning search process. Gates said that the school had been impressed with the candidate Teddy Phillips but wanted to invite him back for another campus visit to explore further the possibility of extending the position to him.

Other updates from Gates included mentions of continued international development committee work, the Board meeting on Monday where the Board will be asked to approve tuition increases, performance funding going into effect soon, upcoming changes to Pell Grants and Lottery Scholarships, and the March 2 Assessment Day.

### IV. Attendance

All current Faculty Senate members were present except for Judy Tobler.

# V. Approval of minutes

Approval of minutes from November 18, 2012 Faculty Senate meeting.

Motion to approve made by Walter Hinojosa; seconded Rachel Ackerman; approved.

# VI. Committee Reports

Academic Standards— Linda Lovell and Jim Laughton presented report. See Attachment 1. Lovell commented that the report contains a mistake, the number listed as 1,275 should be 500. The senate discussed wording concerning designations of credit hours; changes in course development will necessitate changing "6 degree credit hours" to "8 credit hours (two classes)."

Motion to approve suspension policy with changes by LeAnn Caudle; seconded by Jeff Sprott; approved.

Curriculum Committee—Curtis Harrell presented the committee's change proposals.

Motion to treat all similar courses as blocks by Bryan Aguiar; seconded by LeAnn Caudle; approved.

Revision of PHTA 2362 Therapeutic Exercise Lecture

Revision of PHTA 2333 Therapeutic Exercise Lab

Revision of PHTA 2202 Physical Therapy Procedures I

Motion to approve by Diana Nagel; seconded by Rachel Ackerman; approved.

Deletion of GEOG 2413 Introduction to GIS II

Addition of GEOG 1013 Introduction to Geography

Motion to approve by Diana Nagel; seconded by Wendi Williams; approved.

Addition of COMM 1303 Public Speaking

Deletion of COMM 2303 Public Speaking

Revision COMM 1313 Fundamentals of Communication

Motion to approve by Keith Foster; seconded by Christina Smith; approved.

Revision of INTB 2033 International Marketing

Deletion of MGMT 2733 Human Relations in Business

Revision of ACCT 2013 Principles of Accounting I

Revision of ENTR 2003 Professional Selling and Advertising

Deletion of TRLG 2043 Logistics Management

Addition of TRLG 2033 International Logistics

Motion to approve by Jeff Sprott; seconded by Rachel Ackerman; approved.

Revision of HOSP 1613 Introduction to Event & Meeting Planning

Revision of CULY 2204 Culinary Internship

Revision of BAKG 2303 Advance Cake Decorating

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

Deletion of NURS 9203 Nursing Care of Older Adult

Addition of NURS 9213 Nursing Care of Persons with Psychosocial Stressors

Addition of NURS 9211 Nursing Care of Persons with Psychosocial Stressors

Addition of NURS 9212 Nursing Care of Persons with Psychosocial Stressors

Addition of NURS 9401 Nursing Care of Persons with Psychosocial Stressors

Addition of NURS 9403 Nursing Care of Persons with Psychosocial Stressors

Addition of NURS 9202 Nursing Care of Adult I

Addition of NURS 9204 Nursing Care of Adult I

Addition of NURS 9412 Nursing Care of Adult III

Addition of NURS 9414 Nursing Care of Adult III

Addition of NURS 9112 Bridge to RN

Addition of NURS 9113 Bridge to RN

Motion to approve by Walter Hinojosa; seconded by Keith Foster; approved.

Revision of CHED 1033 Creative Experiences

Revision of CHED 1201 Field Experience I

Revision of CHED 1203 Environments for Young Children

Revision of CHED 2053 Administration of Child Care

Revision of ECTC 2303 Literacy & Language Arts for Early Childhood

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

Revision of CMJS 2474 Professional & System Responses to Child Maltreatment

Revision of HSEM 1063 FEMA-Elective

Revision of HSEM 1163 FEMA-Elective (3 hours)

Motion to approve by Jeff Sprott; seconded by Wendi Williams; approved.

Revision of MATH 1204 College Algebra

Revision of MATH 1205 College Algebra with Review

Deletion of MATH 1201R College Algebra Recitation

Motion to approve by Rachel Ackerman; seconded by LeAnn Caudle; approved.

Revision of ENSC 2243 Instrumentation, Sampling and Analysis Water Quality

Addition of ENSC 2843 Special Topics in Environmental Science

Addition of OSHA 2843 Special Topics in Occupational Safety and Health

Motion to approve by Wendi Williams; seconded by Walter Hinojosa; approved.

### Addition of MUSI 1033 Pop Composition

Motion to approve by Lenora Sotlar; seconded by LeAnn Caudle; approved.

### Revision of CHEM 1074 Fundamentals of Chemistry

Motion to approve by Keith Foster; seconded by Wendi Williams; approved.

Faculty Evaluation Committee—LeAnn Caudle reported on the committee. Caudle requested senate feedback on the revised process and procedures for the Faculty Performance Review. Caudle will send the form to the academic deans, CAO, and VPs for approval.

Motion to send revised process and procedures to deans, CAO, and VPs for approval by 5 p.m. Wednesday, so that faculty senate can vote electronically on Thursday made by Curtis Harrell, seconded; approved.

Student Learning Committee—Diana Nagel reported on some changes affecting assessment and provided some updates on the assessment day scheduled for March 2.

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

# VII. New Business

Motion to continue meeting past scheduled 3:00 p.m. end time by Diana Nagel; seconded by Christina Smith. Approved.

LeAnn Caudle mentioned that she was asked by faculty to bring up issue of shared governance with the main area of concern being budget. Caudle said that faculty have expressed concern about not having enough say in allocation of funds and would like to be more involved in the financial decisions.

Diana Nagel had heard there had been changes made to the phased retirement policy; these changes aren't published anywhere. Faculty had expressed concerns about, changes to policies concerning faculty being made without Faculty Senate input. Bryan Aguiar brought up the issue with Dr. Gates and Dr. Paneitz who said that when policies are revised, the appropriate process will be followed for policy changes. Aguiar said he does not know of any policies that have been changed or are being changed; he said that incorrect information was relayed about changes to the phased retirement policy.

Curtis Harrell mentioned that he is making plans for the annual faculty recognition banquet.

Bryan Aguiar, Faculty Senate President, adjourned the meeting at 4:19 p.m.

Respectfully submitted, Megan Looney Faculty Senate Secretary 2011-2012

### Attachment 1

Report to the Faculty Senate

From: Academic Standards Committee

Date: February 17, 2012

#### Old Business:

RESULTS of Academic Standards Committee discussions with Learner Services staff:

- 1. The Senate's Academic Standards Committee will share oversight with the College Registrar of the College Catalog section on "Academic Policies and Procedures."
- 2. Any proposed changes to this section's content should be reviewed by the Academic Standards Committee and the Senate (and probably the College Expanded Cabinet, as well).
- 3. Sections previously removed that will be restored to "Academic Policies and Procedures" for the 2012-2013 College Catalog:

Academic Complaint and Grievance Procedure
Academic Honesty Policy
Code of Ethical Conduct for Professional Programs

#### New Business:

1. Academic Progress Policy

A suspension policy has been in the College Catalog for several years, but it has never been enforced by Learner Services (whose staff would follow through on and suspend a student who has less than a 2.0 average after being on academic probation for a semester.)

A report is being run in Banner to determine how many students might have been suspended in May 2011, had the policy been enforced. (The number is approximately 1,275 students.)

The Academic Standards Committee has been working on revising the policy so that it can be enforced. Dr. Gates and Mr. Kitchen agree that the policy for suspension must be enforced. In fact, failing to suspend failing students is placing NWACC's retention data in a negative light, so it would be to the College's advantage to begin enforcing the policy. The committee and Mr. Kitchen have agreed upon enforcement beginning at the close of the fall 2012 semester, so that suspension of students would begin in the spring of 2013.

The committee is sending forward its proposed new Academic Progress Policy with this report. We hope that the Senate can approve the policy and then present it for faculty approval at the February 24, 2012 business meeting.

#### **Good Standing**

A student whose cumulative grade point average is at least a 2.0 or above is considered to be in good academic standing at NorthWest Arkansas Community College.

#### **Academic Probation**

Any student whose cumulative grade point average falls below 2.0 will be placed on academic probation. The student will receive notification from the Advising Center and will be required to meet with an

academic advisor prior to any subsequent enrollment. Students on probation who achieve acceptable academic progress (2.0 semester grade point average) but whose cumulative grade point average is less than a 2.0 will remain on academic probation until their cumulative grade point average is at least a 2.0. The academic probation status will be removed once the student's cumulative grade point average meets or exceeds a 2.0.

## **Academic Suspension**

A student on academic probation who does not meet the minimum 2.0 semester grade point average will be suspended and will not be able to enroll in college-level credit-for-degree courses, with the exception of Academic Bridge courses. Suspended students must wait one major semester (fall or spring) before applying to return to regular college-level credit courses. Suspended students may be eligible to take courses that do not count toward degree completion or Academic Bridge courses during this time (see "Restricted Registration" below).

In the first semester that students return from academic suspension, they will be limited to 6 credit hours. Once students achieve a semester grade point average of 2.0, they will be allowed to enroll in a maximum of 12 credit hours in accordance with an approved degree plan. Exceptions to the credit hour limit can be granted by the Vice President for Learning.

Restricted Registration: Suspended students who have not completed all required developmental classes based on their Compass Placement Test or other applicable entrance test score (ACT or SAT) will be allowed to enroll in required developmental or linked developmental courses. Suspended students will also be allowed to take English for Academic Purposes or other non-credit courses, and academic bridge courses. (Non-credit course numbers begin with a zero.) Academic bridge courses are designed to remediate the students and establish conditions for their success upon return to college level courses. Students who are eligible for and choose to take restricted registration courses will be limited to 6 credit hours.

# **Student's Right to Appeal**

Students who have been suspended and whose grades are impacted by extenuating circumstances may appeal their suspension to the NWACC Academic Standards Committee to be allowed to continue their college-level course studies while remaining in a probationary status. An appeal must be made at least two weeks before the desired semester of registration.

### Attachment 2

# NWACC MUSIC STEVE COOPER, DMA, Chair Department of Performing and Visual Arts

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### 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

# SABBATICAL / EMERITUS COMMITTEE REPORT 2/15/12

The Sabbatical Committee has met this fall to update the program and to consider applications. The committee recommended in December that the Administration approve sabbatical applications for two candidates. The committee is waiting now on word from Dr. Paneitz and Dr. Gates. If approved, those sabbaticals would be taken in the 2012-13 school year.