NWACC Faculty Business Meeting
September 27, 2013, 1:00 – 3:00
White Auditorium, Burns Hall

Call to Order by Diana Nagel, President, at 1:01 PM

I. **Introductions**

A. Senators

1. Diana Nagel, Christina Smith, Jacqueline Jones, Bryan Aguiar, Christopher Neyland, Chris Valentine, Carol Olson, Khalil Sharif, Karen Tinker-Walker, Wendi Williams (proxy for Katherine Auld), Terry Phillips, Scott Byrd, Nathan Crowder, Mary Beth Hass, Kelley Rose, Tom Hernstein, Jimmy Walker, and Brett Pansano

B. Schedule can be found on the Senate's website

II. **President's Report**

A. Philosophy

1. Senators do not work without the faculty input
2. Senate does not speak for the faculty
    a. Survey/Votes will decide the faculty position
3. Open and collaborative atmosphere
4. Firm on time/No Staff presentations, exception Gates and Jorgenson

B. Committees (detailed report is in the previous two senate minutes)

1. Academic Standards
    a. FP Policy
2. Curriculum
    a. Course Updates, Revisions, and Deletions
3. Faculty Evaluation/Student Evaluation
    a. 360 degree evaluations for deans, See C. 1.
4. Faculty Handbook
    a. Policies need to be followed and updated
5. Student Learning Assessment
    a. Changes in who complies assessments
6. Emeritus/Sabbatical Leave
    a. Policies reviewed for emeritus
7. Faculty Enrichment Initiatives
    a. Focused on opportunities and not funding
    b. A different committee supports funding

C. Updates

1. 360° Evaluation
    a. E-mail was sent to deans
    b. New Software—People Admin
    c. Questions are being constructed for evaluation
2. Adjunct Pay schedule
    a. Payments will come sooner
    b. New software—all electronic contracts, starting Fall 2014
3. Faculty Rank
    a. Policy under review in the current handbook
    b. Potential stipends for professional growth
4. Administrative Drop Policy
    a. No FA policy anymore
    b. Construction of a drop form is being implement, starting Spring 2014

5. Emeritus Policy
    a. Faculty are now being included on the definition and process
6. Task Force on Prerequisites
    a. Prerequisite with some Business Economic Courses were denied after they had gone through committees
    b. Moving forward— a Working Group will examine and set guidelines for prerequisites based upon specific disciplines.
    c. Expect changes in enrollment for certain courses

III. **New Business**

1. Financial Aid Payback (see addendum)
    a. Issue
        i. Students who do not attend or stop coming—the college must repay the government for their time spent in the course
        ii. Money is prorated based upon the last date attended
    b. Faculty Role
        i. Inform the faculty
        ii. Faculty are encouraged to provide an accurate date of last attendance
        iii. Faculty are encouraged to use Success Planner to raise flags (training is being provided by Toby Phebus)
            1. Faculty are encouraged to possibly participate in a "flag day"
            2. Faculty are encouraged to use the attendance feature in Success Planner
        iv. Khalil Sharif presented an idea about linking the funding to the student's credit card
    c. Moving Forward
        i. Motion for a task force to explore the issue by Linda Lovell; seconded by Tinker-Walker; approved unanimously
        ii. Motion for all faculty to track attendance by Linda Lovell, seconded by Mary Beth Hass; approved (favor 16, against 8, abstentions 7)

IV. **Announcements**

1. Noel Levitz Student Satisfaction Inventory
    a. Announcement sent after the meeting 9/27 (see addendum)
2. iGive Campaign
    a. Reception for the campaign after the faculty business meeting

VI. **Adjourn** – 3:10PM

Submitted by Jacqueline Jones, Secretary

Addendum

Financial Aid Payback

Term	Amount Returned to Dept. of Education	Amount Collected from Students	Amount still Unpaid
Fall 2009	$ 50,803.89	$ 4,338.37	$ 46,465.52
Spring 2010	$ 90,708.49	$ 21,586.56	$ 69,121.93
Summer 2010	$ 24,667.60	$ 2,821.09	$ 21,846.51
Fall 2010	$ 72,578.02	$ 6,282.91	$ 66,295.11
Spring 2011	$ 102,532.50	$ 21,092.26	$ 81,440.24
Summer 2011	$ 12,924.00	$ 4,610.99	$ 8,313.01
Fall 2011	$ 86,238.38	$ 5,610.62	$ 80,627.76
Spring 2012	$ 122,528.16	$ 2,434.16	$120,094.00
Summer 2012	$ 8,937.35	$ 306.71	$ 8,630.64
Fall 2012	$ 121,136.07	$ 4,123.52	$117,012.55
Spring 2013	$ 193,216.36	$ 1,899.27	$191,317.09
	$ 886,270.82	$ 75,106.46	$811,164.36

E-mail Noel Levitz Student Satisfaction Inventory

The year the College is using a different survey of student satisfaction than the Community College Survey of Student Engagement (CCSSE). It is called the Noel Levitz Student Satisfaction Inventory. Among its advantages are that is less expensive (by more than $3000) than the CCSSE and it does not require classroom time. Instead students take it online.

Email invitations inviting students to take the survey went out 9/16/13 and 9/23/13. There will be one more email to students on 9/30/13 and the survey will close on October 4th. Students who complete the survey become eligible for a drawing for ten $20 gift cards.

Leaders at the College take the results of the very seriously and make changes based on the student feedback. To avoid having to give up class time to complete the CCSSE, the College needs good participation from students on the Noel Levitz survey. Anything you could do to encourage student participation would be appreciated.