

Agenda for Faculty Senate Meeting

Friday, February 3, 2023    12:01 PM    SAB 202

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| Members: | **COAE**—Shelly Worm, Cheng-Hsien Wu  **COASN**-- Megan Steele, Abbas Aboohamidi  **COBT**—Julia Bird, Hue Helms |
| Present | **COAE**—Shelly Worm, Cheng-Hsien Wu  **COASN**-- Abbas Aboohamidi, Megan Steele  **COBT**—Hue Helms, Julia Bird  Amanda Beasley, Amber Hollis-Fresmeir, Tracy Curtis, Alton Hardman, Steve Martin  **Special Guests: Mrs. Erin Moore and Dr. Billiot** |
| Mrs. Erin Moore and Dr. Billiot | Administrative withdrawal (AW) is a big concern to financial aid because it would potentially decrease student’s aid package. Students that receive financial aid that withdrawal after the withdrawal date, must complete 60% of the course. Discussion and information regarding work study and pell grants and the difference between the two. Discussion and information regarding incompletes and administrative withdrawal and the difference between the two. Discussion and information regarding GPA with regards to athletics. Discussion regarding grade of an F vs. AW. See proposed administrative withdrawal proposal |
| Dr. Billiot | Dr. Billiot discusses scheduling of athletic practices during course scheduled times. Concern over shared facilities and face to face courses. Dr. Billiot to send information to Dr. Wu for future meeting. |
| Meeting called to order at 1219 |  |
| Reading/Approval of Minutes from 12/10/2022 | Abbas motions. Megan seconds. All in favor. |
| Report from Officers | President- Dr. Cheng Hsien Wu – Has been invited to the Dean’s meetings on Tuesday mornings. Concerns regarding miscommunication regarding the cancelling of classes. Dr. Billiot informed the deans that if courses do not have 10 or more students they will have classes cancelled.    Vice-President-Dr. Abbas Aboohamidi - None  Secretary-Dr. Megan Steele – None |
| New Business | Faculty Handbook Committee: Discussion regarding the proposed new Faculty Office Hours for the faculty handbook. Read recommended proposal. Discussion regarding current policy of minimum hours and policy recommendations of 5 hours per week. Discussion regarding the removal of the sentence, “The app and link should be available in the online class shell.” Recommend to remove this sentence as different faculty and departments use different scheduling and online meetings. “As a rule, faculty members should generally be available on campus daily until 4pm.” Recommended to remove this sentence as faculty work before and after normal open business hours. FS will vote to move the policy forward after revisions by the faculty handbook committee.  Faculty load – Megan discusses need to clarify overload with RN to BSN program due to the unique nature of the 12 month contracts of faculty. Julie discusses need to have general overload policy and that all overload needs to be paid and that we need to clarify specific amount of hours and not have a 24-30 hours. Set one required amount. Discussion regarding need to have overload due to low pay. Discussion regarding contracts that faculty have that may include different required hours. Discussion regarding that each faculty member may have different hours specified by their contract. Discussion regarding that faculty can petition the Dean for overload. Taking or not taking overload will not be retaliated against. Discussion that fulltime faculty have first choice at overload. Occupancy load discussed with regards to enrollment size. Discussion regarding courses with 1 or 2 credit hours.  *Recommendation to state “A full-time faculty member should carry a teaching load of 24 hours per contract term*.”  Amanda Beasley discusses faculty handbook meeting and discussions regarding how other duties on campus such as working at the farm should be included in teaching load. Discussion to potentially have a department specific policy.  *Recommendation to state that fulltime faculty can petition the chair in consultation with the Dean, a full-time faculty member may carry overload. Overload must not be compelled to teach or not teach overload. Full-time faculty must have first choice at overload.*  Amber Hollis-Fesmire discusses concerns regarding in-person vs online classes and that online faculty members are being told to be on-campus for their courses.  *Recommendation to state that department specific duties may be included in teach load and should be included in employee contract.*  Discussion regarding payment of overload and the faculty pay study.  *Recommendation that Dr. Wu discuss the pay study with Dr. Dinger.* |
| Old Business | General education committee and discussion of potential need to drop required hours for bachelor and associate degree plans. The legislature and Governor are wanting to decrease hours and increase trade hours. State regents are currently still in discussion regarding specific general education requirements. |
| Other Business | Discussion and concern regarding faculty turnover from the past 5-10 years. Discussion and regarding compensation of administration vs faculty.  Discussion regarding need to not have an adjunct faculty committee. Recommendation to not have adjunct faculty committee. Julia motions to dismantle adjunct faculty committee. Abbas seconds. All in favor.  Finals schedule needs to be posted for students in advance.  Abbas requests rank and tenure policy to be examined by faculty handbook committee. |
| Announcements | COBT – Mr. and Mrs. Panhandle took place and students enjoyed the ball.  COASN – Upcoming honors for Gwen and Dr. Martin. Panhandle teaching and learning on 2/24/23.  COAE - None |
| Adjournment | Next meeting 3/3/23 at 1201pm.  Julie motions to adjourn. Second by Dr. Wu. All approved. Adjournment at 1404. |