FACULTY SENATE MEETING

Minutes of Meeting

September 25, 2014

ATTENDANCE
The Faculty Committee meeting was called to order at 2:30 pm on Thursday, September 18, 2014 by Sherry Sherrill, President. Members present were: Leslie Martin, Mark Carver, Teresa Worthy, Sharlene Smith, Chris Thurley, Dr. Don Ammons

APPROVAL OF MINUTES
The minutes of the April 24 were read and approved as presented.

OLD BUSINESS
There was no old business that needed to be discussed. All information pertaining to the meeting was new business.

NEW BUSINESS
Virginia Grant presented an overview of Robert’s Rules of Order to the members. Sherry Sherrill had requested this since she has attended other meetings and saw how they ran more efficiently when following Robert’s Rules of Order. Mark Carver made a motion to look into purchasing and the cost of a copy of Roberts Rules of Order for each faculty senate member.

The faculty senate reviewed the organizational makeup of faculty senate with the changes within divisions. It was determined through HR that we have 71 Arts and Sciences, 44 Health Sciences & Public Safety, 22 Engineering and 27 Business & Information Technology faculty members. Based on these numbers, the faculty senate can be made up of 15 members. Arts and Sciences with six, Health Sciences four, Engineering two, and Business & Information Technology three representatives. It was decided among members to table the decision on having a fifteen or sixteen member faculty senate until the next meeting.

There is currently a vacancy in the position of President Elect for this school year. We need people to consider this position. A copy of the bylaws were passed around which describes the responsibilities of each of the leadership positions. Scotty Brooks stated he would continue as Treasurer.

Sherry Sherrill would like for the faculty senate to think about the type of committees we need. Some of the current committees we have on record have not been active. Do we need them or do we need to come up with new committees? This topic is tabled until next time for members to think about possible committees.
Sherry Sherrill talked about the Faculty Workload. She stated that at this point when she met with Michelle Byrd they discussed the information being sent out electronically. Sherry stated the committee was looking at this as looking at the policy and trying to make it fit our current policy and incorporate changes the Board would see as viable. The meeting ended with an uncertainty of the document being ready to be given to all faculty members. Dr. Ammons stated that it would be fine for the faculty to receive the electronic copy to review and give feedback. It was stated that the Board in the future was interested in updating the policies and procedures manual.

Sherry also talked about a consortium group that she has joined with CCC and CPCC. The purpose is to allow us to see what other schools are doing with some of the same issues we are facing. It will also be a great way to keep communication lines open between our school and surrounding schools.

Scotty Brooks is going to explore the cost of providing water for faculty for graduation. There was no water this past year and it was mentioned by faculty that it was needed. Scotty will look into the cost and if it can be provided by faculty senate.

On August 26, Dr. Skinner e-mailed all faculty and staff an e-mail regarding the states proposal for a one-time $1000 bonus and the five bonus days. In the e-mail it was stated that although faculty do not earn vacation, that a faculty member should work with his or her respective dean regarding office hour requirements and possible door schedule modifications as was done last year. A discussion was made regarding taking more than one hour a week off should the need arise with a faculty member. Dr. Ammons stated that in a circumstance such as that, the faculty member should discuss that with the respective dean.

An update was given on the 50th Anniversary events. The celebration will be held on September 26 with a luncheon meeting with Jimmy Wayne from 11:30-1:30 for faculty, staff and students. Food would be provided by Subway and water would be provided. There will also be a community event on the evening of September 26 with food being provided as well as a t-shirt. The t-shirt will be your admittance into the concert by Jimmy Wayne.

An update was given on the Holiday Reception. The event is scheduled for December 5 in the Myers Center. It is a drop-in reception and catering has not been determined.

Faculty workloads and adjunct restrictions were also discussed. Dr.
Ammons stated that the reason the load is limited is mainly a result of SACS. He stated that in many times when teachers are teaching too many classes, SACS may look at quality being jeopardized. The overload has been determined mainly through history and what works. It is not the same throughout each division. Some departments have a 15 hour requirement, some are 18-20 hour requirement and others are 24 hour requirement. In most cases with overloads not going over 24 hours. You have to look at not only the hours but also the productivity in each of the departments. Dr. Ammons stated that he understands the cost is the same whether it is paid to a full-time faculty member or an adjunct. If we are in a pinch, sometimes we have to adjust that load (it must be able to be justified) but we typically try to keep faculty at no more than 24 hours.

Dr. Ammons did congratulate the college for the last SACS visit. There were no exceptions with SACS. The makeup of SACS is changing—there is now a Reading Committee and an On-site Committee for SACS.

Sherry asked if anyone could attend the Board of Trustees meeting as a representative because she had a prior commitment. Mark Carver volunteered to represent faculty senate at that meeting.

ADJOURNMENT

The meeting was adjourned at 4:00 pm. The next meeting is tentatively scheduled for October 23 at 2:30 pm.

Respectfully submitted,

Leslie Martin

Leslie Martin
ADDENDUM A: AGENDA Faculty Senate Meeting

September, 18 2014, Myers Center Board Room 2:30 pm

Call to Order

*Member / Proxy Attendance

Approval / Adoption of Minutes

Approval of Agenda

Special Reports

Officer Reports
1. President
2. President Elect
3. Treasurer
4. Secretary

New Business

A.) Presentation on ‘Robert’s Rules of Order by Virginia Grant (request funds for copy of book-missing)
   a. HANDOUT
B.) Organization of Faculty Senate (proportions by division)
   a. HANDOUT
   b. Introduction of new senators
C.) Current standing and vacant Faculty Senate Officer positions
D.) Discussion: Standing committees
E.) Request for Funds: Discussion / Vote
   a. Copy of Robert’s Rules of Order
   b. (Proposed by Scotty Brooks) Water for faculty at GC Graduation
   c. Faculty Senate Notebook / Binder
   d. Voice recorder (missing?)
F.) Discussion: Bonus Leave Days (staff/faculty) Leslie Martin
G.) 50th Anniversary Events
H.) Staff Senate Meetings

Old Business

Announcements

• Next Faculty Senate Meeting, (?) Thursday, October 23rd at 2:30
  o Update Senator Pictures/Info for Website
• Gaston College Board of Trustees will meet Monday, September 22, 2014, at 4:00 p.m., in the Myers Center Board Room. (*)
• Faculty/Staff Meeting, Thursday, November 6th, 2:00-3:00 pm MC Multipurpose Auditorium
• Holiday Event, Friday, December 5th 11:00 am-1:00 pm, Rauch Gallery

Adjournment