



## Minutes

October 20th, 2017 – 12:30 PM, VAC 120

Meeting called to order by: Senate President, Julie Engel at 12:36 PM.

Note taker: Robyn McGilloway, Senate Secretary

Senators Absent: Lisa Black, Tiffany Cox, Tom Cox, Gustavo Valadez-Ortiz, and Lisa Zottarelli

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### A. Approval of Minutes

- September minutes approved - Senators Jeff Hunt & Jose Luis Moreno

### B. Board of Trustees Report and TCCTA Faculty Leadership Report

- September 19<sup>th</sup> – Senator Jeff Hunt reported that a presentation was made by the SAC teaching with technology committee regarding Allied Health and Speech Communication using iPads in the classroom. SAC recruitment team made a presentation. Longtime director of human resources Leo Zuniga retired. A WIG presentation was made by SAC Outreach and Recruitment.
- October 17<sup>th</sup> – President Julie Engel reported that dual credit numbers were discussed at the different colleges. A pathways presentation was made, and updated transfer guides were placed into AlamoGPS. Challenges that exist with transfer universities accepting various College courses were discussed.
- September 29<sup>th</sup> and 30<sup>th</sup> – Senators Mai Lai Eng and Mahmud Yusuf attended the TCCTA Faculty Leadership Conference in Georgetown, TX. Senator Mahmud stated the main topics discussed at the conference included the following: special legislative session information, dual credit information, guided pathways, and legal issues on college campuses. President Julie Engel encouraged senators to attend future TCCTA conferences. Funding is available in the Faculty Senate budget to attend future conferences.

### C. Reports of Officers

- Senate President Julie Engel:
  - The progressive discipline policy for tenured faculty has been on the agenda at Super Senate and Executive Faculty Council meetings. Human resources was looking into

combining the tenured faculty policy and staff policy into one policy. In addition, the progressive discipline policy was updated to include the concealed handgun carry policy. Faculty senate presidents recommended not combining the tenured faculty and staff policies.

- In Spring 2015, Adjunct Faculty Council put up an adjunct compensation and benefits proposal. The proposal was submitted to Dr. Vela which was then presented to PVC. Human resources was tasked to take on the matter. At the last Super Senate meeting, President Engel asked the topic of adjunct compensation and benefits be revisited.
  - Dr. Robert Vela has been informed about a lack air conditioning in some buildings during evening/weekend classes. Dr. Vela will look into consolidating late/weekend classes in a few select buildings. Faculty senate will follow-up on the concern.
  - Last year, faculty senate proposed a college-wide meeting calendar. The calendar is ready to pilot with four of the main groups that have meetings. The calendar will eventually be pushed out to everyone.
  - Paul Martinez, Faculty Senate President at Northwest Vista College, is working on interacting with legislators regarding transfer agreements with universities. President Martinez is looking for interested faculty to serve on this committee.
  - The new student withdrawal process has been brought up at College Council. Recommendations to improve the process are being evaluated. Faculty Senate has asked for representation on the group evaluating the student withdrawal process.
  - President Engel provided a handout describing Faculty Senate's role in faculty disciplinary/HR issues. The handout included a list of policies which outline the faculty member's rights and responsibilities where these issues are concerned.
- Senate Vice President Barbara Knotts: No report.
  - Senate Secretary Robyn McGilloway: No report.

#### **D. Adjunct Faculty Council**

- President, Amanda Martin: announced the next Adjunct Faculty Meeting, November 15th. Adjunct Faculty Council is working on a draft proposal relating to inclusion of adjuncts across the college district. President Martin acknowledged President Engel on her work to increase compensation/benefits for adjunct faculty.

#### **D. Reports from Standing Committees**

- **Communication - Senator Jose Moreno:** called for senators to complete their biographies and photo for the Faculty Senate webpage.
- **Curriculum and Instructions - Senator Lennie Irvin:** announced the top priorities for the committee. The top issue is a response to feedback from the Faculty Senate survey and Roundtable discussion in particular the Win-Win Agreement, and 70% PGR trigger. In addition, the faculty development initiative is of interest to the committee.

Senator Aguilar gave information regarding challenges associated with the new student withdrawal process.

Senator Jeff Hunt described the process of incorporating the Win-Win concept into Faculty 180. The proposal states that if a faculty member gets an “I” or “U” they will complete a Faculty Improvement Plan in Faculty 180. PGR for the course will be the focus rather than the individual instructor’s PGR.

- **Policy and Procedures - Senator Jeff Hunt:** presented the new SAC Student Survey. Several challenges were discussed associated with the pilot. Senator Hunt made a motion to send the SAC Student Survey issues to the Executive Faculty Council. The motion was seconded by Senator Aguilar. The motion passed.

The Faculty Senate By Laws were reviewed with an emphasis on potentially changing the policy to increase senate representation across all departments in the college. In addition, the election of Senate Vice-President and President was discussed. Senator Hunt asked for feedback to be discussed at the next committee meeting.

Senator Cox is updating the language in the Faculty Senate By Laws to reflect the Alamo Colleges District as well as comply with the ACCD Board of Trustees procedures for Promotion and Termination Appeals Committee.

Based on committee research, Senator Hunt explained that the proposal put forth by Senator Irvin would limit the number of faculty eligible to serve as senators. Senator Irvin provided an amendment (highlighted below) to his proposal, and it will go back to the committee for consideration.

## Written Petition to Amend the By Laws of the San Antonio College Faculty Senate

Submitted by L. Lennie Irvin

Proposed changes to Article III: Members

Change #1:

Current Reading of Section 1.

The Faculty Senate is composed of 26 members.

Twenty-four of these members are FT tenured and non-tenured-track faculty members who have completed six long-term semesters with academic rank at San Antonio College.

Proposed Change to Section 1

The Faculty Senate is composed of 26 members.

Twenty-four of these members are FT tenured and non-tenured-track faculty members who have completed six long-term semesters with academic rank at San Antonio College.

**Academic department chairs, even if they are technically faculty, cannot serve on faculty senate.**

Note: This policy change would exclude Academic Department Chairs who are Administrators, but not exclude Academic Program Coordinators who still work predominantly teaching. This change is necessary to maintain the Faculty Senate as a forum for faculty deliberation and decision-making that is independent of Administration.

Proposed Change to Section 2

New Section 4: The Chair of Chairs sits on the Faculty Senate as an ex officio member.

- **Research – Senator Luis Rodriguez:** stated that the committee is researching the presentation made on September 15<sup>th</sup> at the SAC Scores event, and results from the Faculty Senate Roundtable.
- **Surveys and Elections - Senator Sharon Argo:** Ten faculty were nominated for the Tenure/Termination Appeals Committee. Karen Douglas, Barbara Knotts and Linda Robertson-Schule accepted the nominations. In addition, requests were sent out for Piper Award nominations.

#### **E. Other Business/Announcements**

- President Engel notified the Faculty Senate of a Faculty Senate Update on October 27<sup>th</sup>, Employee Development Day. The update will be held at 2:00pm in MLC Fourth Floor.
- President Engel charged the individual committees to generate recommendations for moving forward based on Faculty Senate Roundtable feedback. Senator Irvin so moved and it was seconded by Senator Martin. Senator Knotts made an amendment to the motion that the committee recommendations be received by November 17<sup>th</sup>. The amendment to the motion was seconded and passed. The main motion passed.
- Senator Aguilar made a motion that the policy committee take up the idea of Faculty Senate creating a role of faculty representative or ombudsman that would be present during faculty disciplinary/HR discussions. The motion was seconded by Senator Rodriguez. The motion passed.
- Senator Rodriguez moved to recommend the communications committee investigate the feasibility of generating a Faculty Senate Newsletter. The motion was seconded by Senator Aguilar. The mode of distributing the newsletter was discussed. The motion passed.
- President Engel submitted the Faculty Senate Strategic Plan. Senator Hunt motioned to approve the Faculty Senate Strategic Plan. The motion was seconded by Senator Martin. The motion passed.

Faculty Senate Strategic Plan submitted by President Julie Engel:

- Provide training and professional development opportunities for new and returning Senators.
  - Hold training retreat at start of the academic year

- Send Senators to conferences
- Improve communication between the Senate and SAC faculty.
  - Keep website updated
  - Host Senate Update sessions
  - Send periodic updates on senate work through email to all faculty
- Respond to concerns raised by faculty in Spring 2017 survey and Fall 2017 Round Table.
  - Senate committees will review the feedback and bring forward suggestions for action.

Meeting adjourned: at 2:24 pm.

Next Meeting: November 17, 2017 at 12:30 pm in VAC 120.

Refreshments: November 17, 2017 – Senators Alex Bernal & Lennie Irvin

Standing Committee Meetings: December 5, 2017 - Senators Teanna Staggs & Mariano Aguilar

Regular Board of Trustee Meetings: December 12, 2017 - Senators Tiffany Cox & Lennie Irvin

Submitted by

Robyn McGilloway, Senate Secretary