

Faculty Senate
Meeting Minutes
Tuesday, March 8, 2022

Opening:

Meeting called to order at 3:30 PM

Present (remotely):

Katy Dodd
Charlotte Coats
Christy McCollough
Melinda Rhynes
Lance Davis

No Guests were present.

This meeting was recorded in order to send the recording to Dr. Jacobs and the members of Faculty Senate should they wish to review it.

Lance Davis is replacing Christopher Harkness as the ATCC representative. He is located in Russellville.

Meeting minutes from February meeting were reviewed. Minutes were kept by Melinda Rhynes due to Secretary Charlotte Coats' absence from the February meeting.

Motion to approve minutes: Christy

2nd by Charlotte

Minutes were approved.

Business from previous meeting:

The creation of an Ad Hoc committee to address issues with instructor / course evaluations was discussed in further detail, after senate members had taken time to consider the necessity of the committee. The committee will need to consist of at least one member of the Faculty Senate, and one member of the Academic Affairs office as well as other faculty and staff.

Responsibilities will include:

- Increasing student participation
 - The use of QR codes to make the survey more accessible, or any other delivery methods that would simplify the process
 - Ability to proctor the survey during class, done by someone other than the instructor of the course
- How to maintain the 80/20 rule
- Use of peer reviews in the evaluation process
- Use of language to describe the evaluations as a growth tool, not a hire/fire tool used that will not change with any changes in administration
- Survey must be simple and customizable for each instructor

Lack of incentives for faculty to receive high marks on evaluations were discussed. The Ozark Campus does not allow instructors to obtain tenure, which is used as incentive on the Russellville Campus. The current faculty handbook states it is our policy to give more responsibility to those who are capable. However, the formation of a second ad hoc committee to look into the possibility of more incentives for faculty was discussed. It was also noted there needs to be a conversation with Chancellor Sikes to discuss this issue, and the possibility of forming an ad hoc committee for this purpose. Other possible incentives that could be looked into: a pay raise once an instructor reaches the rank of master, allow master instructors an amended class load of only 12 hours with a release time that is paid.

Vote:

Christy set forth the motion to create the ad hoc committee concerning course evaluations. Melinda 2nd and the motion passed.

An ad hoc committee will be formed to address the issues with the instructor / course evaluations.

Upcoming Board of Trustees Visit:

Will occur on March 17th. Tours of classes will begin around 10:30. We are unsure of a luncheon or what Faculty Senate responsibilities will be.

Action Item #1

- **Katy** will contact Chancellor Sikes and Dr. Jacobs to share our notes and to meet with us in our next meeting on April 12th. Discussion points:
 - What incentives are available to instructors? Discuss with Chancellor and CAO.
 - Ask CAO about the structure of the Ad Hoc Committee to address evaluations.
 - How many Senate members? How many members from CAO office? Who else?
 - Ask Chancellor what the Senate responsibilities will be on March 17th, when the Board of Trustees will visit our campus.

Other business was briefly discussed:

The new OneTech was discussed. The process to find old evaluations has changed. The campus no longer has a mask mandate in place.

Motion to adjourn:

Charlotte motioned to adjourn.

Melinda 2nd

Adjourned at 4:02 PM

