



Faculty Senate 2020 – 2021

Meeting: Friday, November 13, 2020 - 9:00 am – 10:00 am

Virtual Meeting: Microsoft Teams

- I. Welcome / Review of October Minutes
 - a. Meeting called to order, 9:00am- Amanda Jacob
 - b. Review of October Minutes
 - i. Addendum- Lisa made a suggestion last meeting about the academic Continuity Policy and the affects of Allied Health and Clinical Hours. Does this policy count for Allied Health students or not in regards to clinical hours?
 - ii. Move to accept October minutes with addendum. Motion from Lisa Underwood; second motion from Amanda Brammer.
 - 1. Edited October minutes will be sent with November minutes.
- II. Old Business
 - a. Resolution for Class Size (Academics)
 - i. Leadership Meeting on November 20th – on the agenda
 - b. Faculty Required to Travel Between Campuses (Topic Presented by Senator David Taylor)
 - i. Discussion
 - 1. David Taylor emailed concerns to Dr. Roberts who will investigate the travel policy further with Leadership Team or Academic Affairs Committee.
 - 2. Some ambiguity in the language in LCTCS. No real guidance on faculty in state blanket travel policy.
 - 3. Can travel time be counted towards office hours for faculty who are traveling between campuses for the job?
 - a. This would be a good tabletop discussion for affects or concerns of travel on faculty who work between campuses.
 - b. Consider inviting Dr. Roberts to Faculty Senate meeting to discuss concerns over travel.
 - ii. How do we want to proceed?
 - 1. Motion to table discussion until further response from Dr. Roberts. Amanda Jacob motions; David Taylor seconds the motion.
 - a. During this time, Faculty Senate has agreed to begin gathering information on the projection of affected faculty.

- c. Academic Continuity Policy
 - i. How this affects programs with clock hours.
 - 1. Seems to work well with Academic courses, but how does this apply to Technical programs and Allied Health?
 - ii. How do we want to proceed?
 - 1. Should we put this concern into writing and when?
 - a. Lisa Underwood will draft a response for further review.
 - i. Motion to proceed by David Taylor.
 - d. Streamlining Processes (Topic Presented by Robert Pate)
 - i. Proposal sent to Dr. Donaldson
 - ii. Proposal now being forwarded to Darriona Lee
 - iii. Awaiting further information
 - e. Sub-Committee Updates
 - i. Faculty Affairs
 - 1. Brown Bag Lunches
 - a. Canvas tutorials, attendance tutorials for online classes
 - b. Reach out to Dr. Donaldson
 - ii. Finance Committee
 - 1. Lisa will attach Powerpoint to minutes on how funds are used.
 - 2. Collect dues after January 1st, 2021.
 - iii. Public Relations: Faculty Senator Spotlight for January? (December is picked)
 - 1. Suggestions for December Faculty Senator Spotlight: Amanda Brammer
 - 2. Faculty Spotlight December: Brandy Williams
 - 3. Consider adding Business and Industry partners to Gator Good News for December.
 - a. Natasha Foret will reach out to Mary Slazer.
 - iv. Faculty On-boarding Committee
 - 1. Coffee break last Friday, November 6th 2020
 - 2. One more meeting before the end of the year.
- III. New Business
- a. Textbook Adoption Policy – Jim Bass (Guest)
 - i. Submit textbook adoptions through departments by the end of this month. Very important to meet this timeframe for student's to be able to purchase textbooks in time before Spring 2021 start.
 - ii. In the future, faculty will have more autonomy to adopt their own textbooks starting in Summer 2021.
 - 1. Library is offering a tutorial to faculty textbook adoption through the NTCC bookstore.

2. Amanda Brammer suggests that the department chairs/program heads should choose the textbooks for the department for consistency among instructors and courses. This may be a conversation to be continued with Dr. Leader.
 - a. Jim Bass can help coordinate this adoption process among each department/technical programs
 - i. Possibly host a Brown Bag Series or Tech Series for the rest of the college to discuss the training or questions. This may offer more clarity on the importance of this adoption process for the faculty.
 - ii. Jim Bass suggested creating a tutorial/uniform directions for students to access online e-books.
 - iii. Faculty Affairs Committee will move forward with setting up a Brown Bag series with Dr. Donaldson and the Library
 - b. *CTS textbooks go through SLU Textbook rental. There are several different ways to access textbooks/textbook platforms across the college.
 - c. Do we have an official textbook adoption policy in place for NTCC?
 - i. There is a process in place for textbook adoption.
- b. New Upcoming Business
 - i. Amanda Brammer- NTCC is looking for an adjunct to teach Biology courses at CTS for Spring 2021. Must have a Master's degree in Biology.

IV. Closing

- a. Motion for next meeting to be in January.
 - i. David Taylor motions.
- b. Motion to adjourn meeting.
 - i. David Taylor motions. Meghan Martinez seconds.

Attendance

- Amanda Jacob
- Amanda Brammer
- Meghan Martinez
- David Taylor
- James Bass -guest
- Natasha Foret
- Lisa Underwood
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