The Faculty Senate of Coastal Bend College met on January 12, 2010, in the distance learning rooms. The meeting was called to order at 8:40 am by President Elden Price. John W. Fox gave the invocation. Senators present were:

Donna Atkins
Karl Clark
Juanita Dominguez
John W. Fox
Jerry Frazier
Anna Green
Eddie Guidry
Darien Leiker
Ed Massey
Katie Perez
Elden Price
Lisa Craig-Young was represented by Jennifer Jimenez

Senators absent were: Noemi Aguilar
Floyd Green (called--can’t get out due to weather)
Cynthia Hatcher
Jeanene Jones (called--can’t get out due to weather)
Ann Richmond (medical issues)
Becky Simonson (called--can’t get out due to weather)

Visitors Present: Danny Burns
Michelle Duran
Millie Powell

As none of the Senators present had read the Minutes of meeting of December 11, 2009, approval of these was tabled until the next meeting.

Michelle Duran addressed the Senate with regard to distance education and the Distance Education Plan. She discussed the plan to develop a Certified Distance Education Committee and a Certified Distance Education Instructors Program to develop quality instructors to deliver distance instruction and meet various compliance standards for this type of educational delivery. She stated she would come back to the Senate in February with additional information. Mr. Price referred this topic to an ad hoc committee to be chaired by Katie Perez for review and to work with Ms. Duran. Other members on the committee will be Ed Massey, Millie Powell, Karl Clark, and Darien Leiker with each campus having a voice and input in working with Ms. Duran to develop these compliance procedures with a specific assignment to review the distance education plan and identify requirements for distance faculty. They will report
back to the Senate in February. Ms. Perez indicated she would meet with the group via e-mail. No vote was required on this matter.

Mr. Price reported on the President’s Cabinet meetings.

1. Sarah Milnarich is looking for ideas for professional development, a faculty requirement. Anyone with ideas or suggestions should contact her directly.

2. The focus of the next Title V grant will be biology equipment and program data. This will free up college funds for technology use. When the grant has been completed Mr. Price stated he would provide a summary of its main points. He believed all students would benefit and the grant process would be more transparent with a website as the central point of contact and an open source of information for everyone. For individuals who may be involved in grant writing for an individual department in a significant manner, release time may be available.

3. At the last Cabinet meeting the SACS report was preliminarily reviewed. Of particular interest is the new two class overload rule. This may or may not be temporary since SACS now has concerns about all faculty at all colleges and their teaching loads. CBC will implement the SACS two course overload maximum policy immediately with a maximum of three courses in the six weeks summer session permitted.

4. Convocation is scheduled for January 29 and at that time the five-column models will be completed and submitted. The new Strategic Plan is ready and the models must be tied to the plan.

5. The Activity Calendar is being revised and color coded by campus with a central point of contact designated so more campus activities, particularly for the satellite campuses, being included. This central calendar will also be a way to avoid conflicts in activities and to submit information on local activities. Two calendars will be maintained, one for student activities and one for meetings.

Ed Massey reported from the division chairs with regard to the standard syllabus format being adopted in order to comply with the Texas Higher Education Coordinating Board. Mr. Massey will provide the Senate with a copy and this may be an action item at the next Senate meeting.

There were no other committee reports.

Mr. Price referred the following items to committees:

1. Distance Education Plan – ad hoc committee chaired by Katie Perez

2. Bylaws and Nominating – This group needs to prepare for nominations for officers for the 2010-2011 year. The President will become the Past President, a position
now currently unoccupied. The President-Elect will become the President. This leaves positions for President-Elect, Secretary, and Parliamentarian. The committee was also asked to review the Bylaws with regard to committee memberships. These may need amending to allow for greater participation by other college faculty who are not Senators by limiting the number of committees on which a Senator may serve. Karl Clark also suggested that the terms be reviewed with a possibility of increasing terms to two years instead of one year for better continuity and follow-through on projects. John Fox suggested that the Nominating Committee consider recommending that all current officers be re-elected for an additional year until this is resolved and the Senate will have better continuity in its infancy.

3. The Social and Courtesy Committee has asked the Senate to consider whether or not it is really a committee. Is this a Senate job or a job for Administration because of budget needs? This committee will look at this and bring a recommendation to continue or dissolve the committee and remove it in the Bylaws.

   The need for consistency in testing schedules system wide was discussed. This has become a problem with some campuses changing or limiting the testing schedules for Internet instruction. This has impact on students who attempt to test when the instructor requires but find their campus testing center closed. The Academic Freedom Committee, Juanita Dominguez Chair, was asked to review this and report back at the next meeting. Ed Massey stated that the Division Chair Association was also going to recommend that the hours available for student testing be increased due to the increased number of distance and Internet students.

   Irma Cantu was expected to attend the meeting and report on TSI but was not present, perhaps due to weather. This report will be received at a future date.

   In other business, Ed Massey stated that there had been problems with parents of high school parents in Distance Learning classes. FERPA laws cannot be violated and meeting with these parents and disclosing information without student permission is not allowed. He suggested all involved have an appropriately-signed form for distance and other applicable students perhaps signed at the local high schools when the students enroll. Then parents will know the rules and so will the students. The high school counselors would become a central point of contact for this process. An ad hoc committee with Ed Massey, chair, John Fox, Karl Clark and Jeff Massengill was appointed to develop a written recommendation to the President and the Cabinet for action.

   Ed Massey stated that there is a registered sex offender on the Beeville campus and wondered about notification of instructors and other students. He said the college is working on a policy to see who needs to know and how to notify them in compliance with applicable laws.
A discussion of teaching loads for adjunct faculty followed. SACS policy does not address maximum loads and overloads for adjuncts so there are no guidelines to be enforced at present. There are no rules about the number of part-time jobs or number college teaching jobs for an adjunct. If the college is aware of a heavy load for an adjunct it may ethically be in violation but there are no SACS rules. Eddie Guidry stated that the college has a moral obligation to students to insure part-time faculty are not overloaded and everyone agreed.

Katie Perez suggested that the Senate recommend the purchase of a plagiarism program for use and asked that TCCTA travel be clarified. Mr. Price stated there was a January 27 deadline for TCCTA registration with the college paying the registration fee from the President's budget with all other travel coming from departmental funds.

John Fox thanked Mr. Price for the excellent job he is doing in directing the Senate its first year with the large number of personal family issues that he has unexpectedly had to deal with that most don't know about.

On a motion duly made and seconded, the meeting was adjourned by the President.