**Faculty Senate Minutes November 1, 2013**

The Faculty Senate met in the distance learning rooms (Alab 143; E 110; KV 108; PL 140) at 10:00 a.m. on November 1st to address the issues that had not been covered in the previously cut short senate meeting of October, 2013 due to a room scheduling conflict. A quorum of senators were present and the meeting was called to order by the Senate President, Rose Skaife. Technical difficulty caused the Alice room to not get printouts and the Kingville room to not have video.

**Senators Present**

Joel Schmit, Phyllis Garcia, George Kucera, Jennifer Jimenez, Irma Trevino, Elizabeth Larakers, Becky Simonson, Rose Skaife

**Senators Absent**

Millie Powell, Victoria Villarreal, Kathy Cuyler, Juanita Dominguez

**Public Comments**

There were no visitors who signed in for public comments

**Adoption of Agenda**

The Agenda was accepted by the Senate as written

**Approval of Minute from 10/18/2013**

The minutes were disseminated by the President of the Senate via e-mail. The member’s tabled approval of minutes.

**Action Item (taken out of agenda sequence)**

A motion was made by Joel and seconded to appoint Dr. Elizabeth “Becky Simonson” Faculty Senate Secretary, due to the illness of Millie Powel elected to that position. No discussion ensued and the motion passed unanimously.

**Reports**

A. Academic Freedom – The committee reported that there was still no response from the College President regarding the faculties concerns about the recent actions taken against the library.

B. Benefits Committee – Daniel Vernazza, committee chair, was gone to a conference.

  a. Rose Skaife reported that the letter had been delivered to Denise Hadwin regarding the changes to sick leave policy. Denise did not have the answers but would inquire of her superiors and get back to the Senate.

  b. Becky Simonson and Phyllis Garcia reported for the Benefits Committee’s Budget Trend Study. Several disturbing trends were noted:

     i. Administrative costs now exceed instructional costs (instructional, overloads/parttime/adjunct, and Library)

     ii. Instructional was down both years from the 2012 base year, a total of 29%

     iii. Administrative was down in 2013 from 2012 but had risen in 2014; 2014 down 3% over base year 2012
iv. As percentage of the Board Approved Budget Instructional costs were 23%; Administrative costs were 27%.

v. Faculty, chairs, and coordinators are still reporting trouble accessing supply budget.

c. Bylaws Committee – No Report
d. Presidents Report – Rose Skaife
   i. Rose has requested a meeting with Dr. Espinosa
   ii. Questions regarding the 5 day instructional week and surveys; Dr. Johnson is working on a survey and reported that she would like input for the survey.
   iii. The college will be having meetings on the 8th and 15th to prepare for SACS
   iv. Zogotech instructions to modify the advisee list were given.
   v. Final Exam schedule
   vi. A preliminary lists of faculty concerns expressed by constituents was displayed

A list of concerns expressed in the two previous meetings for redress with the college president, Dr. Espinosa was presented for Senate consideration to determine what if any issues should be taken forward formally to the college president.

The preliminary list was discussed with additions/deletions made. The most notable deletion was the request for clarification of the changes to the sick leave policy. The committee had already talked with Denise who was not clear on the specifics and would need to seek guidance from “higher up”. The Faculty Senate President had just submitted the letter to Denise requesting she obtain the answers to the concerns. The Senate believed that request negated the need to bring the concerns directly to Dr. Espinoza.

*Action Item*

A motion was made that the finalized list of concerns be sent forward to Dr. Espinoza as follows:

List of Faculty Senate concerns (points for discussion with Dr. Espinoza):

1) Policy changes being presented and voted on by the Board of Trustees in the same evening. Previously, policy changes had at least one reading and frequently two readings before adoption.

2) Recent employment practices, including:
   a. The appointment of Division Chairs and Coordinators without an application process.
   b. The employment of the President’s sister in a high level of line authority, constituting a conflict of interest.

3) Problems with the College approved budget, including:
   a. Inability to access necessary materials and supplies for instruction.
   b. The impact of recent employment practices on the budget.

4) Hostile working environment resulting from faculty cuts, overall lack of productive dialogue between administration and faculty, concerns about possible retribution for voicing issues, and the resultant impact of this environment on our students.

5) Changes to library materials and space and the impact of these changes on our students.
The motion passed unanimously.

A discussion about the legitimate role of the Faculty Senate in the Upcoming SACS on-site visit, if any, ensued. It was reported that during the last SACS visit all faculty members on campus were rounded up and put in a room, and all coordinators, chairs and administrators were asked to leave. Someone asked if Senate should be requesting a visit with the On-Site Team. Someone else asked if a notebook should be put together. It was not clear if any of this was necessary or even appropriate. A motion was made for the Faculty Senate President and/or the Secretary to call the SACS liaison Dr. Goldstein and request guidance; the motion was seconded; the motion passed unanimously.

The Senate discussed concerns regarding the personal information on the Blackboard Shell. Apparently some faculty and staff transcripts and other private information including (PIP’s) were on there. The concern is everyone has access to this shell. More information regarding this matter will be gathered for the next meeting. Big concern if there are any student files located in the shell. (FERPA)

The meeting was adjourned after request for future agenda items. Phyllis motioned to adjourn, it was seconded; motioned carried unanimously.

Becky Simonson, Secretary