

**Faculty Senate Meeting Agenda**  
**Southwest Tennessee Community College**  
**Conducted Via Microsoft Teams**  
**Tuesday, November 10, 2020, 3:00 PM**

1. Call to order and roll

Bill Summons called the meeting to order at 3:00. All senators were present.

William Summons (20-22) **President**

Division Senators, Humanities, Social Sciences, and Mathematics

Doug Branch (19-21) **Secretary**

Annie Sultana (20-22)

Thomas King (19-21)

Ed Reid (20-22)

Melissa Reyna (19-21)

Division Senators, Business and Technologies

Kimberly Taylor (19-21)

Derrick Wheatley (20-22)

Division Senators, Health and Natural Sciences

Shilpa Desai (20-22) **Treasurer**

Joyce Johnson (20-22) **Vice-President**

Delores Thomas-Boland (19-21)

Department Senators

Megan Murphy (20-22) **Allied Health**

Vicki Armstrong (19-21) **Business and Legal Studies**

Annette Fournet (19-21) **Communications and Fine Arts**

Julie Fournier (19-21) **Languages and Literature**

Darrick Slaughter (20-22) **Natural Sciences**

Cetrea Jimerson (20-22) **Nursing**

Frank Daniels (19-21) **Mathematics, Parliamentarian**

Stewart White (19-21) **Technologies**

Darcy Sims (19-21) **Social and Behavioral Sciences**

2. The Reading and Approval of the October, 2020 Minutes

The body approved the minutes from the October, 2020 faculty senate meeting, with a slight correction.

### 3. Reports from Senate Officers and Senate Committees

#### A. Joyce Johnson: Report on regular SEC meeting with Kendrick Hooker, VPAA and Sindy Abadie, Special Assistant to VPAA

Joyce noted several issues that were mentioned in that meeting:

The college is still waiting to hear from TBR regarding payroll reductions during this time of low enrollment, but the college hopes the revised plan will be received favorably.. Salaries will be adjusted upward when the enrollment again rises. The college hopes that we will be able to use reserved funds, normally not permitted, during this time of pandemic and enrollment loss.

Dr. Hooker reported that his recent meeting with leaders of the Teaching Academy and Digital Learning “didn’t go well.” This was a meeting where complaints about the procedures for developing and approving online classes were addressed. Hooker noted his hopes that the TA and DL would work out their differences and bring their agreed-upon revisions to faculty when they have established new protocols.

The Senate and administration continue to work on a new policy involving the conversion of term positions to tenure track positions. The college president, Dr. Hall, is in favor of there being more tenure track positions. The area of Allied Health is especially deficient in having too few tenured and tenure track faculty members.

We will develop a standardized background for teams being taught using Microsoft Teams. Dr. Hooker said that faculty do have the right to insist that students turn on their cameras during Microsoft Teams classes.

Honor Lock, the exam-monitoring software available through PAWS, has been problematic, and the college is actively looking for better proctoring software.

Dr. Hooker clarified the policy on the percentage of salary faculty could receive from overload classes. It is 25%, but money received from grants is not included in that amount, nor is summer school. Dr. Hooker would also like to have a list of who will be teaching overload classes two weeks before a semester begins.

Dr. Hooker is also considering a policy that would put a student and a representative from student affairs on the student grades appeal committee.

Dr. Hooker noted that, due to the Covid crisis, the Spring 2021 schedule would be like the Fall 2021 schedule, with no attempts at increasing the number of in-person classes. He did note, too, that beginning December 1, there would be people on campus, working staggered schedules, to help students with financial aid and admissions.

- B. After Joyce's report, a few questions emerged. Did the Vice President for Human Resources leave the college? He did, indeed, leave, and nobody is currently swerving in that position.

Faculty members questioned Dr. Hooker's plan to ask for two-week advance notice about overloads. The concern is that enrollment might surge during that period and that we might end up cancelling classes too early, thus losing valuable adjuncts, who might not know if they have a job until the last minute. The other concern is that too many students may need to register for very short winter terms, which in many cases are not ideal. The faculty member who brought up this concern will work on a letter to Dr. Hooker, expressing this concern. If the SEC agrees, the letter will be sent to Dr. Hooker, under senate auspices.

A discussion ensued, too, about Dr. Hooker's plan to include a student and a person from Student Affairs on the grade appeals committee, with several faculty members and senators arguing that the grade appeals committee is really under the purview of faculty, not student or Student Affairs responsibilities.

Bill Summons then returned to a topic mentioned earlier, the issue of the conversion of term positions. Bill argued that this should not really be a matter of whether the president and vice-president of the college support more tenure track positions. The issue is that TBR demands that all hires should be tenure track, except in very special circumstances, like the creation of a new program that may or may not succeed. Bill acknowledged that we can't really take care of this issue until a new head of HR is in place.

- C. Doug Branch: Doug recommended a slight language change in the constitution. The change was agreed to. Frank Daniels agreed to make the change and send the constitution to Doug, whereby Doug would arrange to have it posted to the senate website.

#### 4. Special Guest: Bill Turner

- A. Bill discussed his role as faculty representative to the committee overseeing changes to Teaching Academy and Digital Learning procedures, discussing that meeting earlier referenced by Joyce that "didn't go well." There appears to be conflict between the heads of the TA and DL, with the head of Digital Learning feeling she is being scapegoated for not approving classes because the TA hadn't done proper checks. Bill did write up a report on the problems for Dr. Hooker, and Bill promised to share Hooker's response with the senate.

B. General conversation ensued, with much concern expressed that staff members are, in effect, telling faculty how to teach their classes, an inappropriate development. The phrase “best practices,” often used by both the TA and DL, came under some attack, too, as faculty is never appraised of how these best practices are determined and the “best practices” often come from studies conducted at 4-year rather than 2-year institutions. The basic concern, during this discussion, was with academic freedom and that it seems as the TA and DL wish for all classes to look exactly alike and follow the same templates.

5. Old Business

A. Bill Summons: Bill, the Teaching Academy, and Digital Learning are collaborating on a minimum use policy, a policy stating just which functions of PAWS should be used for all classes.

6. New Business

A. Bill Summons: Bill conducted the choosing of the Promotion and Tenure Committee and Promotion and Tenure Appeals Committee, using the regular procedure. The Promotion and Tenure Committee for 2020-2021 is as follows: Doug Branch, Lisa Coleman, Jason Jennings, Annie Sultana, Doug Smith, Janet Sykes, Twyla Waters, with Shannon Little and Barbara Roseborough as alternatives. The Promotion and Tenure Appeals Committee is as follows: Valetta Brinson, Thad Cockrill, Annette Fournet, Mahnaz Ghaffarian, Jesse Lipford, Dieter Tillman, and Juliann Waits, with Rosemarie Montgomery and Arnitria Taylor serving as alternates.

B. A few other questions and concerns were addressed, involving a question about how recent pay cuts will affect retirement. Bill Summons said that they will, and that Mike Neal is the person to talk to if there are questions. There was also a question about archiving grades in PAWS and some displeasure expressed because faculty are no longer able to access gradebooks from earlier semesters. There was some consternation, too, that faculty seems never to have been consulted when the change was made to restrict this access.

7. Adjournment

Bill Summons adjourned the meeting at 4:52.