

# Faculty Senate San Antonio College



**MINUTES** December 2, 2015 – 3:00 PM, VAC 120

MEETING CALLED BY: President, Lisa Black, called the meeting to order at 3:04 PM.

NOTE TAKER: Tammy Perez, Senate Secretary

Members Absent:

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## **A. Approval of Minutes**

- November minutes approved

## **B. No Board of Trustees Meetings in November – no report out**

## **C. Reports of Officers**

- Lisa Black – Retreat –Committees have been meeting. There are real scheduling issues. Great work is being accomplished. A lot more work to do but it is moving along. Super Senate roles need to be defined better. They are looking at bylaws and election cycles. The decision making model seems to have lost focus. There is a plan to meet again with representatives from all five colleges and identify themes. A change management model has been approved to go along with the DMM. Prosei is the group that will train our people. Convocation week event to target all five colleges in order to bring the senates together within the district. More information will be forthcoming.
- Tiffany Cox – The first set of advising guides has been created for the top 12 disciplines. All the information concerning issues with transfer courses and equivalencies between institutions will go to the universities. If you have a clean version of an advising guide, please share so that the format is clear and easy to use. Instructional Council formalizes interactions between discipline teams and university counterparts. Proposal was presented to the vice presidents who will be suggesting a larger group of individuals to be involved in the roll out. This council will need to come up with operating procedures.
- Tammy Perez – Faculty mentoring meeting was held with Dr. Nutt. Feedback was gathered and another meeting was held with faculty from all five colleges. A slide presentation was presented there and some action items resulted from that such as committees that will be focusing on topics such as training, competencies, compensation. A summary will be sent out for feedback. The pilot program will not occur this spring without a set model in place. Action Items will be sent out after each meeting and again 2 weeks after the senate meeting. Minutes will also be sent along with the preliminary agenda when the action item reminder is sent out. Open

Educational Resources committee representative has been added: Laurie Coleman will join this committee.

#### **D. Reports of Standing Committees**

- Communication – Jolinda Ramsey reported that they need to look at the process of communication and the website. They need to meet with leadership to figure out the process. Who has final say of what gets posted? Once these things are finalized, then they will be able to design what the website will look like.
- Curriculum and Instruction – Terry Slonaker reported that they would meet by email. They want to make sure that we are invited to the table. Senate discussed the new deadline for SLOs with Dr. Vela. Jolinda pointed out that this was not vetted with Senate before the meeting with Dr. Vela. The policy and procedures committee will look at the process for us to up channel items in the future.
- Policy and procedures – Jeff Hunt – Gustavo Valadez pointed out that adjunct faculty members have had a vote in Senate matters in the past.
- Research – Kim Hochmeister reported that this committee developed some general goals. They will be looking at exceptional case studies, faculty training, compensation, campus carry, SAISD, Air Quality studies and crime statistics. They would like to research an online platform to house the research in a type of online bibliography so that we could share information.
- Surveys and elections – Julie Engel reported that they looked at their goals: elections, the viability of continuing the Piper Professor award and coming up with recommendations, as well as discussing the exceptional professor award that was passed to Senate. They may propose something in place of it but they will report out further at a later date. The tenure and promotions committee new members are Kim Hochmeister, Mariano Aguilar, and Anna Budzinski. The elections committee has been asked to evaluate a manner to gain more equal representation on that committee since only one of the members is from PTE.

#### **E. Old Business**

- Bylaws need to be revised based on new committee structures and names. Think about what you feel needs to be revised.

#### **F. Other Business/Announcements**

- High Risk Courses – Tom Billimek, Jeff Hunt and Mike Burton presented the high risk course strategies. This initially came out of a charrette to deal with faculty that have very low PGR. Chairs were convened to come up with strategies. This would be an improvement plan based on what applies to the discipline and specific faculty member. This will be a part of faculty evaluation. Send feedback to Jeff. Lisa will send the PowerPoint and document that was presented.
- Angel tree tags were available to be picked at the meeting. The tags have the student's name and age. Return presents to MLC 622 by Dec. 10. Distribution is the 18<sup>th</sup>.
- Aprons will be provided to Senators working the faculty Christmas luncheon.

**G. Adjournment – 5:04**

**Next meeting:**

**February 3, 2016:** Next BOT meeting attendance:

**Committee meeting December 8, 2015:** D Elmore, R Watson, T Slonaker;  
**January 12, 2015:** Tammy Perez, Jolinda Ramsey

**Regular BOT meeting December 15, 2015:** D Elmore, R Watson, M Lennon  
**January 19, 2015:** Mariano Aguilar, Sean Duffy