

## **Minutes**

April 21, 2017 – 12:30 PM, MLC 643

Meeting called to order by: Senate President, Tiffany Cox at 12:42 PM.

Senators Absent: Senator Moreno (excused)

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### **A. Approval of Minutes**

- A motion was made by Senator Hunt and seconded by Senator Perez to accept the March 24, 2017 minutes. The minutes were accepted and approved.

### **B. BOT Reports**

- April 11, 2017 Standing Committee –Senator Aguilar stated that the Board suggested packing and selling the Colleges’ Advising Model. Senator Hochmeister shared the recommended guns rules for the colleges.
- April 18, 2017 Board Meeting – Senators Staggs, Duffy & Knotts reported the following: President Vela introduced the Employee of the Month and the Parental Leadership Academy and Professor Dwayne Bohuslav highlighted the Architecture program at SAC. The Board recognized the Student Trustee and the Alternate. The Board also approved the in-district rate for students determined to be Texas Residents or assigned to duty (Department of Defense) in Texas. The purchase of a Student E-Portfolio software was approved by the Board. Senator Hunt presented SAC’s Speech Department WIG.

### **C. Faculty Survey Analysis:** Senator Zottarelli presented the preliminary analysis of the Faculty Survey and explained how the survey was analyzed. She plans to continue to analyze the survey results to document additional patterns that might emergent. A discussion was held on how to distribute the survey. She plans to provide a more comprehensive analysis of the survey in about 2 weeks.

### **D. Reports of Officers**

- President Cox provided the following information: The EFC is working on the district-wide faculty development program and the B.9.1 student leadership models. The Board of Trustees wants the faculty to create for ourselves a set of essential competencies that every faculty member should achieve which will set us on a progress of continuous improvement. They would like to see a faculty development program that supports the advancement of the institutes’ work (pathways). In addition, Dr. Leslie added faculty leadership to the discussion, how faculty learn to be leaders of their colleagues (how we

work together). If you have any ideas or suggestions for the competencies please share them with Senators Staggs or Tiffany Cox. The Board of Trustees has set aside 2 million dollars to support the faculty development program, once a model has been developed. Only one meeting has been held for the students' B.9.1 policy, the committee will continue to meet this summer.

- Senator Tiffany Cox also announced the process for new officers and chair committees. Nominations for new officers will be taken today, and then the candidate will speak as to why they would like to be an officer. She also asked each senators to think about what committee they would like to chair or work on. Voting will take place at our next meeting.
- Vice-President Perez presented the Early Alert ad hoc committee work. The committee did research, reviewed the current practices, researched and surveyed the faculty, and reviewed the data we had at the Alamo Colleges. Then they developed an evaluation for the Early Alert program that was approved by the EFC. Four recommendations were made: 1) maintain the current timing for the Early Alert; 2) open the Early Alert system during the first week of class, in order to allow faculty to send emails to students at the end of the third week based on behavior and not grades. By week 5, the second early alert will be based on grades; 3) enhance the communication tool by allowing faculty to write notes to the student file to communication with others; 4) and activate the on-demand Early Alert at any point in the semester.

The Early Alert program can also work with the mentoring program by allowing them have access to the notes. The committee developed a list of behaviors and identified the levels of risk. The committee would like to have more training for the faculty on the difference between Early Alert and Grade First. Other concerns, faculty need access to grade first and more information is needed about the two-tier approach. Senator Zottarelli will lead a team to develop the continuous evaluation improvement plan and decide where the plan will be kept.

- Esther Pais was introduced as the new faculty mentor coordinator for SAC. Because of time, Senator Perez offered to share the mentoring program presentation after the meeting.
- Adjunct Faculty Council Chair, Martin provided the following information: The next adjunct faculty council meeting is scheduled for Tuesday (April 25, 2017). They are finishing their bylaws and working with the college's master on their webpage. The Council is planning a town hall meeting in the Fall.

## E. Standing Committees

- **Website** – Senator Tom Cox: He recently had a meeting with the college's webmaster regarding the Senate's website and he was told that the website will get done, but no specific time was given. However, during our meeting he received an email from the webmaster. The email contained the Senate's website address with a note that the information will be on-line very soon.
- **Research** - Senator Hochmeister: Senator Hochmeister invited all Senators to the Multicultural luncheon on Monday (April 24, 2017) at 12:30 pm the Kohler House and mentioned that there will be a different speaker or artist each day during the week of April 24th. More information about the programs can be found on SAC's webpage.
- **Policy** – Senator Hunt: Although his committee met with the Research committee to review the Faculty Work Load document, it was not discussed at the recent Joint Chairs' meeting because Dr. Vela attended the meeting and there wasn't time remaining to discuss the revision. He hopes to present it at the next joint chairs meeting and report at our next meeting.
- **Elections and Surveys** – Senator Julie Engel: Reported that the senate election for new senators has been completed and the names of the new senators will be announced once the Senate President has contacted the candidates who did not win. Good progress was made in the election. Last year we had 25 names submitted for nomination and this year we had 38 names and voting increase from 33% to 50%.
- **Curriculum** - Senator Burton: Shared some of the comments given on the faculty survey. Senator Rodriguez gave a PowerPoint presentation on the inequity pay for faculty who taught labs (see attachment). The Senate voted to support the recommendation to pay all faculty at the 1:1 ratio for lab hours. The research report on lab hour pay will be given to Cynthia Katz (Super Senate) at St. Philips for farther discussion/action.

## F. Other Comments

- Nominations for next year's officers were requested. Senator Aguilar was nominated as President, he declined. Senator Engle was nominated for President and accepted. Senator Knotts was nominated as Vice-President and accepted and Senator Tom Cox was nominated as Secretary, he declined. Senators Engel and Knotts briefly stated why they would like to be a Faculty Senate officer and spoke about their involvement in the Senate.

Meeting adjourned at 2:58 p.m.

Next Meeting: May 5, 2017 at 12:30 pm in VAC 120.

*Standing Committee Meeting- May 9: Senator Engel*

*Regular Board of Trustee Meeting- May 16: Senator Engel*

Respectfully submitted,  
*Barbara Knotts,*  
Faculty Senate Secretary