

**CENTRAL TEXAS COLLEGE FACULTY SENATE
MINUTES OF THE REGUALR MEETING**

January 23, 2004 9:00 a.m. Criminal Justice Building, Room 106

Present: Officers: Suzanne Morales (President), Jim Sisson (President-Elect), Marie Smith (Treasurer), Dana L. Watson (Secretary), Doug Edwards (Webmaster)

Not Present:

Members: 49

Vistors: 2

Call to Order/Welcome

President Suzanne Morales called the meeting to order at 9:00 a.m.

Speaker

Jan Anderson introduced QEP Committee members attending the meeting. The results of the Noel Levitz survey were discussed and a handout summarizing the results was reviewed. Suzanne Morales explained the performance gap and its use in interpreting the results. CTC shined in the instructional areas. Strengths and challenges noted in the summary were discussed. The largest discrepancy for instructional questions reflected 'feedback' issues. Thus 'feedback' was selected as the instructional QEP topic. The topic choice was substantiated through other sources and was also noted by online and Ft. Hood students. The non-instructional issue will be 'student centered customer service.' Suzanne noted the revised QEP calendar handout. Training and development for faculty and staff are listed.

Approval of Minutes

President Morales accepted the minutes of the November 20, 2003 meeting as printed on the Faculty Senate website as there were no corrections/additions.

Treasurer's Report

Marie Smith submitted the following report:

Beginning Balance		\$3,188.63
Income		
Dues	20.00	
Total Income		20.00
Expenses		
Printing	3.00	
Faculty Senate meeting	15.60	
Refund	5.00	
Total Expenses		<u>23.60</u>
Balance This Meeting		\$3,185.03

Standing Committees

Piper Professor: Phyllis Sisson reported that the committee will not be nominating a candidate this year but nominations should resume next year.

Professional Development: Christina Michura requested topics and speakers for fall preservice.

Faculty Affairs: Jim Sisson reported that the committee is preparing for the banquet and he asked for assistance. Those who can volunteer to help should contact him.

Nominating Committee: Nothing to report as yet.

Old Business

New Business

Christina Michura reminded all that the TCCTA conference is scheduled for February 19-21 in Ft. Worth. The TCCTA web site has additional information.

Suzanne Morales introduced Darlene Lee who spoke about her position with CTC in the Quality Assurance area. She may be contacted at the Technology Center, x1185.

A presentation by Julie Thomas on faculty evaluations discussed what the evaluations mean and how they might be used. The fall evaluations are available. Those with questions should contact her.

Other

Announcements and Kudos

Julie Thomas requested instructors to assist in recruiting students to participate in a focus group study. The students should have previously been enrolled in developmental classes or be currently enrolled. Contact Julie for further information.

Suzanne Morales reminded all about the Faculty Development Endowment available to faculty. The deadline for applying for this year is approaching.

A QEP Open House will be held on February 4th, 1:30 to 4:30, in the Fine Arts building. Everyone is encouraged to stop by.

Bob Chaney announced this was his last Faculty Senate meeting as he is retiring.

Al Waite announced that student scholarships are listed online. There are 155 scholarships for a total of \$83,000. Encourage students to apply. He also noted that in order for the scholarship endowment to grow there must be contributions.

Dr. Frith reported that the SIFE students had made numerous presentations and had donated \$1,500 to the foundation for scholarships.

Adjournment

President Morales adjourned the meeting at 10:10 a.m. there being no other business.