

**Central Texas College**  
**Faculty Senate Minutes**  
**Friday, February 27, 2009, 8:00 am**  
**Starlight Conference Room**

**I. Call to Order**

**A. Welcome-** President Delores Williams called the meeting to order at **8:10 am**.

**II. Roll Call of members present (Shane Simon reporting)**

<b>Officers:</b> Delores Williams ( <i>President</i> ), Jenny Shotwell ( <i>President-Elect</i> ), Shane Simon ( <i>Secretary</i> ), Robert Shea ( <i>Treasurer</i> ),
<b>Faculty Affairs &amp; Issues:</b> Jan Anderson( <i>Chair</i> ), John Frith,
<b>Faculty Professional Development:</b> Gordon Bacon, Bertha Kondrak, Suzanne Morales-Vale,
<b>Social Committee:</b> Les Ledger ( <i>Chair</i> ), Shane Simon
<b>Elections &amp; Awards:</b> [none]
<b>Adjunct Representatives:</b> Lynn Forster ( <i>Academic</i> )
<b>Library:</b> Ina Kelly
<b>Departmental Representatives:</b> Gerold van Doren ( <i>Business &amp; Hospitality</i> ), Bethany Winkler ( <i>Communications/Radio-TV</i> ), Barbara Little ( <i>Developmental Studies</i> ), Gordon Bacon ( <i>Early Childhood Prof</i> ), Jan Anderson ( <i>ESL</i> ), Tim Gohdes ( <i>Industrial Tech</i> ), Bertha Kondrak ( <i>Mental Health</i> ), Lovie Dunn ( <i>Office Technology</i> )

**III. Approval of Minutes of the January 23, 2009 Meeting (Shane Simon reporting)**

Because the January 23, 2009 Minutes were not posted on the web-site, members were given printed copies of the document to evaluate. John Frith expressed kudos to Secretary Shane Simon and Editor Delores Williams for a job well-done and said that the January 2009 Minutes were the best minutes that he had ever read. Gordon Bacon moved that the Minutes be approved. Suzanne Morales-Vale seconded and the January 23, 2009 Minutes were approved unanimously. Delores said she would check with Doug to find out why the January 2009 Minutes had not yet been posted on our web-site.

**IV. Officer Reports**

**A. President's Report- (Delores Williams reporting)**

- Delores said that she was pleased to announce that the Faculty Senate/Association now officially boasts 115 total members.
- Twenty-two CTC faculty members attended the annual Texas Community College Teachers' Association Convention (TCCTA) held in Austin, Texas at the Renaissance Austin Hotel on February 19 through 21.
- Four CTC-affiliated representatives (Suzanne Morales-Vale, Jan Anderson, Tony Cleaver, and Jerrie Cleaver) visited with our legislators at the state capitol during the convention.

•Although Delores spent most of her time at TCCTA in nursing sessions, she was able to attend a session on financial planning for retirement, and discovered that retirement benefits are awarded differently, depending on how the rules are interpreted by each regional office; Texas and surrounding states are in the Dallas office region, which awards benefits less generously. For more information, stay tuned to the TCCTA web-page. Another good speaker, Lynn Lieber, founder and CEO of Workplace Answers spoke about "Uncovering Implicit Bias."

#### **B. Board of Trustees Mtg.—2/19/09 Summary (Jenny Shotwell reporting)**

- The Board approved their minutes from the previous meeting.
- No public topics were on the agenda.
- The Foundation report included the following items:
  - 1/22 out into fixed income account, deposited \$87,923.<sup>01</sup> of which \$75,000 is from Boys and Girls Club.
  - The local Presidential Inauguration Ball which honored Horace Grace was a black-tie affair that cleared \$10,000, some of which will be used on scholarships this year.
  - The cost for the golf tournament at Stonetree on April 17<sup>th</sup> is \$300 per team. AIG-Valic has withdrawn as a sponsor.
  - The CTC Foundation is sponsoring an inaugural spring fashion show and luncheon commemorating the 40<sup>th</sup> Anniversary of the Department of Nursing on April 23<sup>rd</sup> at 12:00 noon at the Killeen Civic and Conference Center. Tickets are \$40.00. Donations will be taken for scholarships and equipment for the new Nursing Building.
- Jenny Shotwell distributed tickets one through eighteen to the Board of Trustees for the Peer Appreciation Banquet on April 17<sup>th</sup>.
- The balance on the financial report has changed only because the value of investments has been lowered.
- A tuition increase for Central Texas College was proposed and approved.
  - To standardize tuition fees across locations, there will be a gradual increase to \$150 (non-Texas resident rate for all military locations.)
  - Increase from \$3 and \$4 for district/non-district.
  - We are currently ranked 34<sup>th</sup> in the state.
  - \$600,000 in revenue.
  - DL students are moving to online because it is cheaper for them to take online classes rather than face to face.
- Bank of America proposal to extend the contract to 2010 was accepted.
- Approved an agreement with Fort Worth ISD for credit cards. No money will leave the college; it is an inter-local agreement. This agreement pertains to getting cash back for credit card use at Bank of America.
- Approval for Kleinfelder for a contract covering Fort Hood classrooms for construction testing.
- Approved \$1000 to pay for Welcome Home to Troops Celebration sponsorship for returning troops.
- No upcoming agenda items mentioned.

### **C. Treasurer's Report (Bob Shea reporting)**

- Treasurer Bob Shea reported that we now have 116 members.
- We have a balance of \$2717.<sup>20</sup>.

## **VI. Committee Reports**

### **A. Faculty Affairs and Issues/Executive Committee-**

- No report

### **B. Faculty Professional Development Committee-(Suzanne Morales-Vale)**

•The Fall Faculty Pre-Service will be held on Wednesday, August 26<sup>th</sup>, 2009 with refreshments starting at 7:30am. The Social Committee should help to arrange this. The Pre-Service will continue until 2:00pm. An excellent outside motivational speaker, who presented at NISOD last year, will be our main presenter. The \$2000 which the speaker has agreed to accept is less than he normally receives, and Bill Alexander has agreed to pay for that \$2000 for us.

•We will soon be required to focus on QEP again as part of our ongoing SACS accreditation that occurs every five years. Next year, an Impact Report is due on how faculty participate and how we measure student learning. We need to remind Dean Mikles of the forms that we use to track professional development.

•Our strategy consists of a three-prong approach: (1) our Fall Pre-Service; (2) the Fall Diversity Conference; and (3) the Spring Excellence Conference. The Excellence Conference added four or five faculty tracks. Only fourteen faculty members participated in the Excellence Conference this year, and we would like to have more faculty members attending the event. Since CTC's travel funds are frozen at current levels, it behooves us to take advantage of well-qualified, free presenters on Central Campus, and get breakfast and coffee.

•Department Chairs send a report to Dean Mikles each month highlighting the activities of their employees. Dr. Anderson was surprised how few faculty members were at the wine-tasting and at the Faculty Association meeting. We need to raise our visibility; we participate in activities, but the administration needs to see us and realize how active we actually are.

### **C. Social Committee – (Les Ledger reporting)**

•For part of our entertainment at our annual Peer Appreciation Banquet, we have booked a steel drum band from Shoemaker High School. We also have a singer and some dancers.

•Les said that we have a suggested menu to work with and we are attempting to choose a caterer for the Peer Appreciation Banquet on April 17. Two possible candidates include in-house Ramona Lezo, who also works for CTC, or former CTC student/chef Arboniche's Fine Catering.

•Tickets for the Peer Appreciation Banquet are available through Faculty Senate department representatives or officers for only \$15 per person for a meal and entertainment.

#### **D. Elections and Awards Committee –**

•The committee is preparing ballots and one must be a member by today in order to be considered for nomination for either Faculty Senate offices (or committees) and to be considered for nomination for one of the Peer Appreciation Awards.

•The deadline for nominations for one of the Peer Appreciation Awards (Teacher of the Year, Community Service, and Professional Development) is March 27<sup>th</sup>. The deadline for Faculty Senate nominations is “shortly thereafter.” Then, our next meeting, April 24<sup>th</sup> is elections in the Criminal Justice Building (Building 113, room 106.)

#### **VII. Old Business**

##### **A. College Success Course Update-**

•There were two sections, with seven students in one and two in the other. SIFE (Students in Free Enterprise) finished two sessions working with them. This spring, the students are more eager and diverse than those from the previous semester. The course had a “different flavor” and “jelled more.”

##### **B. Bookstore Committee-Has not met.**

##### **C. Policies and Procedures-**

- President Delores Williams has mandated that this committee must hold a meeting in March.
- At present, every time we make even a miniscule change in our constitution, that alteration must be approved by the Board of Trustees.
- Members of this committee include: Lila Coleman, Jack Isbell, Jenny Shotwell, Dawn Green, and Bertha Kondrak.

##### **D. The Cengage Book Company-** offers e-books at a reduced price, which could be used as an interim option when students' textbooks don't arrive in a timely manner.

##### **E. TCCTA Convention news-** CTC spokespersons Suzanne Morales-Vale, Jan Anderson, Tony Cleaver and Jerrie Cleaver talked to several Senators from the Texas legislature; although our focused foursome could not find Rep. Zafarini or Rep. Jimmie Don Aycok, they did talk to their assistants. Much of the discussion was about developmental education. Although college faculty members were easy to identify because of their distinctive special name-tags, over three or four hours, very few college faculty appeared to make our case to our legislators. Most nurses were in their own meetings and were unable to participate.

•Keep going to the TCCTA web-site. This legislative session could have great implications on our future. Our health benefits could be cut. Governor Perry has proposed making all college texts standard across the state to reduce costs. This one-text-fits-all approach would be a logistical nightmare for community colleges. Textbook publishers will want to fight this proposal also, but we should wait to involve them until there is an actual bill with a number offered in the legislature.

- Jenny Shotwell said that we are “awesome” compared to other Faculty Senates at other community colleges. At some schools, Faculty Senates were banned from participation at Board of Trustees’ meetings.
- Shane Simon said that he enjoyed the GIFTS (Great Ideas for Teaching Students) sessions which let teachers know what other educators were teaching and allowed participants to rekindle their enthusiasm for teaching.
- Lynn Forster has discovered the “Dallas Digital Resource Depository” which provides free information on study skills for community colleges. The information used to be used to teach tele-courses but is now free on-line.

**VIII. New Business-**

- A. Food for the Hungry/SIFE-** SIFE sponsors John Frith and Les Ledger said Campbell’s Soup has issued a challenge to help fight hunger.
- Jan Anderson is having a garage sale at her house and senate members can donate stuff there.
  - Faculty members can bring food to CTC’s college graduation.
  - 5000 pounds of food are needed by the local food-bank.
  - Faculty members could bring one can of food to three school events: (1) the Peer Appreciation Banquet; (2) Final Exam Week, and (3) CTC graduation.
  - Faculty could offer five extra points on one assignment for students who bring a can of food.
  - The group that wins the Campbells’ Soup challenge gets a visit from the humorous basketball team, the Harlem Globetrotters.
  - Contributions can also be made to the Killeen Chamber of Commerce food-bank.
  - Bob Shea said that the local facility is truly in need of supplies. Bob is going to test the e-mail system and will solicit faculty members for food donations at the same time.
    - Les Ledger said that we should see if Jim O’Brien (Director of Facilities Management) is willing to pick-up all the food donations and credit all of them to SIFE.
- B. Golf Tournament** - A golf tournament is being held a way to raise money for the CTC Foundation. As we have in the past, the Faculty Senate will pay for two members of our organization to participate. Jack Van Doren was appointed as a committee of one by President Delores Williams to select the two participants from among the Faculty Senate members who play golf. Golfers in the Senate include, Jack Van Doren, Bob Shea, and Ramona Lezo.
- C. Open to the Floor-**No further business.

**IX. Announcements-**

- A.** Gordon Bacon appreciates all the cards sent by well-wishers as well as the attendance by many faculty members at the funeral of Gordon’s wife.
- B.** Daylight Savings Time starts March 8<sup>th</sup>. Do not forget to re-set your clocks forward one hour.

**C. Next meeting** is a Faculty Senate Meeting on March 27, 2009 at 8:00 am in the Starlight Conference Room.

**D. Faculty Association meeting:** April 24, 2009 (elections)

**E. Peer Appreciation Banquet:** April 17, 2009

**F. Open to the Floor** – None.

**X. Adjournment**

•Jack Van Doren moved that the meeting be adjourned. Gordon Bacon seconded. The meeting was adjourned at 9:10.