

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

September 19, 2003 9:00 a.m. Criminal Justice Building, Room 106

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

Members: 45

Visitors: 6

Call to Order/Welcome

President Suzanne Morales called the meeting to order at 9:05 a.m.

Approval of Minutes

President Morales accepted the minutes of the April 25 and August 20 meetings as printed on the Faculty Senate website as there were no corrections/additions.

Treasurer's Report

Marie Smith submitted the following report:

Beginning Balance		\$2,466.21
Income		
Dues	695.00	
Total Income		695.00
Expenses		
Refreshments	32.95	
Printing	124.88	
Total Expenses		<u>157.83</u>
Balance This Meeting		\$3,003.38

Speakers

President Morales introduced Bill Perkison, Director, College Development, who presented information on the Faculty Development Grant available to faculty of \$125. Forms are available to apply for the grant monies.

Elizabeth Hanchey was introduced. She is employed by TSU-CT to recruit students for the TSU-CT teacher training program. Her office is in the Computer Science building (121), room 114. In addition to recruitment; mentors, scholarship information, and other services are available. This is a joint project with CTC.

Standing Committees

Piper Professor: Phyllis Sisson noted there was nothing to report as yet. President Morales suggested that the committee meet and discuss the Piper Professor program and CTC's involvement in the program.

Professional Development: Christina Michura stated that professional development reporting forms are being simplified and revised. The revised forms are currently on the web site. It was also suggested that the form can be used as a travel report form, thus one form could fulfill two purposes.

Faculty Affairs: Jim Sisson reported that March 5th will be the date for the Peer Appreciation Dinner. Suggestions are requested for catering, entertainment, etc.

Nominating Committee: Micki Simpson will chair this committee and noted there was nothing to report as yet.

Old Business

Jan Anderson shared a newspaper article dealing with Social Security benefits and the Windfall Exemption. Changes to the way benefits are administered are due to go into effect in December 2003. Faculty should remain aware of this issue as more information is forthcoming.

Jan Anderson provided a QEP update. The survey process will begin shortly. Faculty is requested to check their mailboxes next week to receive survey information. The student letters will contain a password for accessing the survey. Students and/or classes may complete the survey in the library's Multi-Media Lab. Faculty members were encouraged to complete the survey if they are selected. The survey period begins October 1st.

New Business

Cynthia Burris was introduced by President Morales to discuss her 'Outlook' guidebook. Outlook is not only the email tool but also a personal assistant tool. Cynthia demonstrated creating distribution lists, mapping, and other features that are discussed in the guidebook. Copies of the guidebook were available for faculty at the meeting.

The Recruitment and Retention Committee presented information about their charge and duties. Lillian Young, Chairperson and some of the members of the committee were available for discussion and questions. Julie Thomas provided an overview of the committee through a PowerPoint demonstration showing the reasons for having the committee, state requirements, and accreditation requirements, along with the variety of issues addressed by the committee. This was followed by a question and answer period that produced lively discussion on retention tools and techniques. Early alert systems and intervention assistance programs were areas of concern for the faculty. Another issue is placement of students in appropriate level and prerequisite courses. It was suggested that these issues should be brought to the Faculty Affairs committee who could work in conjunction with Dr. Anderson's task force on registration review/revision.

President Morales noted that the TCCTA Leadership Conference is October 10-11 in Austin. Those interested should contact her as soon as possible if they are interested in attending.

Announcements

Julie Thomas alerted all attending to the upcoming Heart Walk scheduled for October 4th. She also extended an invitation to view Mars through a telescope provided by the Central Texas Astronomical Society on September 19th evening, weather permitting.

Gene Silverblatt requested Bell County residents interested in being a grand juror to contact him. The meetings are on Tuesdays in the morning for about three months.

Al Waite noted that he is a faculty representative for the CTC Foundation. Faculty Senate provides two scholarship programs. Donations to these programs are requested. He is also a faculty representative for the Pension Trust Fund Committee. If anyone would like information about that committee, contact Al.

New faculty members were introduced.

Gorgon Bacon noted that 240 persons participated in an early childhood workshop.

Christine Michura reminded all that she is the contact person for TCCTA (Texas Community College Teachers Association) and would be happy to collect the enrollment forms. Phone her with questions or for a personal pickup of the form.

Kudos

Adjournment

President Morales adjourned the meeting at 10:30 a.m. there being no other business.