

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

November 21, 2003 9:00 a.m. Criminal Justice Building, Room 106

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

Not Present: Jim Sisson (President-Elect)

Members: 42

Visitors: 0

Call to Order/Welcome

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

Approval of Minutes

President Morales accepted the minutes of the October 24th 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		\$3,113.38
Income		
Dues	85.00	
Total Income		85.00
Expenses		
Printing	9.75	
Total Expenses		<u>9.75</u>
Balance This Meeting		\$3,188.63

Standing Committees

Piper Professor: Jerrie Cleaver did not have updates at this time.

Professional Development: Gordon Bacon reported that the committee was meeting and the focus was on improving the professional development reporting system.

Faculty Affairs: Jan Anderson reported that the committee had met and discussed issues to be addressed by the committee including; adjunct longevity, adjunct benefits, and determining if instructional standards are equivalent throughout CTC sites. Issues relating to distance learning will be referred to the Ad Hoc Distance Learning Committee.

Nominating Committee: Micki Simpson noted there was no report at this time.

Old Business

Dr. Frith reported on the QEP survey results. The results have been received and results of questions representative of instructional effectiveness were positive. Detailed results will be disseminated next January. He also noted that adjunct faculty QEP training will be held this Saturday. Other important dates are listed on the agenda and include a kick-off open house event in January and training for action plan development in February.

President Morales provided an update on the THECB Rider 50 that was brought to the Faculty Senate's attention by Dennis Ford at the last meeting. A handout of information from a website on Rider 50 was available. The issue is the content of courses and formula funding. An example of the issue is: a developmental class would not be funded after that course is taken for the third or more times by a student. An open forum link is available and President Morales encouraged faculty to review the handout and share their input through that link.

New Business

Michelle Northrup spoke on "Resources for Faculty, Staff, and Students." A PowerPoint demonstration accompanied her discussion of campus resources that faculty may not be aware of or familiar with. Areas highlighted included Project Pass, the gym, the various eateries, and the library. A useful handout about the resources was provided.

David McClure shared information on the upcoming spring semester registration. The correct counseling phone number is x1105 and graduation information is x1226. He asked that instructors please share the February deadline for graduation paperwork as that information did not get into the schedule bulletin. The faculty that volunteered for fall registration will also assist with spring registration. Kirsten Brooks will conduct training. Walk-in registration is extended for a week after classes start. If a student misses two class meeting then they will only be added to the class with the instructor's approval. In the future, electronic registration should assist with late registration issues relieving this concern.

Juanita Smith represented the Ad Hoc Distance Learning Committee and introduced their mission statement. She requested that any who had issues that they would like to see discussed to speak with one of the committee members. The committee wants to look at faculty issues and attempt to resolve them with faculty input and suggestions. More details on the committee's activities will be provided in the future.

Melissa Richardson reminded the Faculty Senate that the TCCTA Annual Conference will be held February 19-21 in Ft. Worth. One night's lodging may be submitted for reimbursement. There is more information on the TCCTA website, www.tccta.org.

Announcements

John Frith noted the SIFE team had presented 56 one-hour presentations on promoting free enterprise at public schools. A video translation for sending to other countries was being produced.

Jan Anderson congratulated Nancy Cutlip on doing a wonderful job with the international student group through supporting their many efforts and working closely with them.

Gordon Bacon noted July Marshall's assistance with the special projects that the young children participate in. With her help the parades, Christmas caroling, etc., provide joy to all of us. He also noted that a recent workshop and breakfast had allowed \$1800 to be added to the endowment fund.

Melissa Richardson reminded all that the deadline for entries to be included in the CTC literary journal is drawing near. Submissions or inquiries may be directed to Melissa or Mike Matthews or, for art works, to the art department.

Kudos

Adjournment

President Morales adjourned the meeting after wishing all a safe holiday season at 10:15 a.m. there being no other business.