

MINUTES OF THE FACULTY COUNCIL MEETING

Date: 3/01/2013

Time: 1:30 pm

Location: Leestown Campus, M-122

Present: Kausha Miller, Becky McCane, Vicki Partin, Angie Davis, Kathy Swango, Terry Buckner, Kevin Dunn, Maureen Cropper, Richard King, James Kolasa, Melanie Williamson, Marcia Freyman, Charles Coulston, Maria Rutherford, Cindy Tucker, Joshua Hoekstra, Danny Mayer, Mike Binzer, Kaye Black, Norm Strobel, Susan Hayes, Claude Gross, Greg Rickert, Robert Chirwa, Rick Smoot, Val Zeps

Ex-Officio: Augusta Julian, Dave Hellmich, Palisa Rushin, Erin Tipton

Guests: Sandy Carey, Bonnie Nicholson, Greg Feeney, Sandye Hackney, Karen Gauthier, Tammy Liles

Submitted by: Becky McCane, Secretary of the Faculty

Agenda/Issues	Discussion	Action
Approval of Agenda	Motion to approve the agenda, with one addition – Binzer; second Motion approved unanimously	The Agenda was approved, as amended. The Secretary of the Faculty will post the approved agenda on the Faculty Council webpage.
Approval of 2-01-13 Faculty Council Meeting Minutes	Motion to approve the minutes from the 2/01/2013 Faculty Council meeting – Binzer; second Motion approved unanimously	The Secretary of the Faculty will post the approved minutes on the Faculty Council webpage.
CEO/CAO Report	<p>Dr. Julian reported that the morning faculty/staff meeting went well. She explained a problem with an automated drop that the System started. Students who added classes on Friday were dropped from them on Saturday, since they had not paid. Dr. Hellmich announced that Lisa Bell had met with ALT last week to discuss such issues. He will follow up with other CAOs to see if this is a system-wide concern and possible solutions.</p> <p>Dr. Hellmich thanked everyone for another successful Changing Classroom Cultures Conference this year. He acknowledged Patrick Price, winner of this year's Innovation Award. He thanked Charles and everyone who has volunteered to help with the Leestown Middle School adoption program. It is going well so far with various activities, such as a CSI program, tutoring, and other enrichment activities.</p>	

	<p>Dr. Hellmich thanked everyone involved in the Advising process for making the process easier for students. He announced that the Scheduling Advising Team will present the new scheduling process for Spring 2014 with the coordinators on Friday, March 22 and will maintain communication with ADs to make sure the process runs efficiently.</p> <p>Dr. Hellmich announced that the System has officially adopted a new Adjunct Workload Policy, beginning this summer. Adjunct may teach up to 25 credit hours in a year (starting with the Summer session), but we still need clarification on adjuncts in a program where workload is determined by contact hours and where adjuncts function in other roles, such as tutoring, advising, etc.</p> <p>Dr. Hellmich announced that he, Ben Worth, and others were meeting Monday to discuss R2T4 issues, such as improving communication with students.</p> <p>Dr. Hellmich also congratulated Diana Martin on having her Cavalier King Charles Spaniel in the top 10 at the Westminster Dog Show in February.</p> <p>Dr. Julian added that the adjunct limit included total teaching hours in the System and that adjuncts may be asked to disclose if they are working at other KCTCS colleges and determine the total credit hours taught.</p>	
<p>Curriculum Review Committee Report [Rick Smoot & KathySwango]</p>	<p>Kathy Swango reported the System CRC is compiling a list of digital literacy courses. More will be known after the Senate Council meeting on Thursday as more courses will be added to the Cycle. The final System CRC meeting for the semester will be March 22.</p> <p>Kausha thanked the review committees for their work on the curriculum to be considered today.</p> <p>Kaye Black presented the BTN curricula (BTN 115, BTN 120, BTN 125, BTN126, BTN 160, BTN 225, BTN 298, BTN 299) and the changes made to those forms.</p> <p>Kaye made a motion to approve the BTN curricula, as amended; second No discussion; Approved unanimously</p>	<p>The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.</p>

	<p>Richard presented the BTN 105 curriculum and the changes made to that form.</p> <p>Richard made a motion to approve the BTN curriculum as edited; second No discussion; Approved unanimously</p> <p>Richard presented two Bioinformatics Certificate curriculum forms and explained some significant changes made to the curriculum, including a rearranging of the semester sequence and adding alternative courses for INF in both documents.</p> <p>Richard made a motion to approve the Bioinformatics Certificate proposal as amended; second No discussion; Approved unanimously</p> <p>Issues were brought up regarding the curriculum forms and whose responsibility it is to keep up with revisions and ensure the correct proposal forms are sent to the System for approval. Kathy reported that the System is working on software that will keep only the most current version of a proposal.</p> <p>An Announcement was made that the Environmental Biotechnician Certificate was approved by Faculty Council last April for Fall implementation, but never made it to the Systems office to be put into PeopleSoft. Kausha encouraged everyone to talk to the Assistant Deans to make sure that no curricula has been dropped and not sent on to the System.</p> <p>Mike presented the HIS 220 and HIS 221 curricula and explained a minor change to the form.</p> <p>Mike made a motion to approve HIS 220 and HIS 221 package (for Gen Ed status and Cultural Studies status) as amended; second No discussion; Approved unanimously</p>	<p>The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.</p> <p>The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.</p> <p>Items posted for objection following the February 1, 2013 meeting passed without objection.</p>
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<p>Rules Committee Report [Val Zeps & Robert Hinkle]</p>	<p>Robert Hinkle was absent, but had no report to send.</p> <p>Val reported that the Rules Committee did not meet last month, but the Elections subcommittee did meet. He announced that Spring Elections are coming up and that the Rules Committee will be asking for nominations for positions next week. He announced that the Round 1 elections will only be for Senators and Round 2 will be for the other positions. Val presented a new Eligible to Vote/Serve list and explained the revisions he had made.</p> <p>Angie moved to approve the revised Eligible to Vote/Serve List, as revised; second Additional revisions to the list were made; Approved unanimously</p> <p>Val also presented the newly revised 2014 -2015 academic calendar with details. Val made a motion to approve the 2014-2015 academic calendar with details; second No discussion; Approved unanimously</p>	<p>The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.</p> <p>The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.</p>
<p>Academic Standards & Admissions Committee Report [Robert Chirwa]</p>	<p>Robert announced that the committee had met but there were no items for action. He reported that Becky Stephens gave a report to keep the committee up to speed with records and daily procedures. She updated the committee on the No Show procedures. He said the problem this semester was a communication issue and should be smoother next semester. There is a new document capture system being piloted that will allow transcripts to be available to advisors in a much shorter timeframe. There is also a</p>	

	System effort to begin rolling LSAR grades into PeopleSoft.	
KCTCS Senate Council Report [Angie Davis]	Angie announced that the Senate Council will meet again next Thursday. On the agenda is the BCTC IMD curriculum, the FYE 105 course, and the Digital Literacy courses, such as CIT 105. Angie will bring up challenges with Blackboard and the R2T4 issue. Angie talked to curriculum subcommittee members from other colleges and it seems that the R2T4 issue is more of a BCTC issue as other colleges have been reporting No Shows for several years. However, Dr. Julian reported that BCTC is not the only college that is not fully reporting No Shows.	
FC Subcommittee on Faculty Governance Update	Val reported that the subcommittee had met again and worked on identifying its role and purview. He announced that there have been 80 responses to the survey that was distributed to the faculty. He also said that “Educational Policies” need to be identified. The subcommittee will continue to meet with at least one more meeting this semester.	
2013-2014 Faculty Council Calendar	Kausha presented the proposed 2013-2014 Faculty Council Calendar. Norm made a motion to approve the calendar; second Adding the Newtown campus to the meeting locations was discussed; Approved unanimously	The Secretary of the Faculty will distribute the decision to faculty, subject to the ten day objection period.
General Issues	No General Issues	
Announcements	Items posted for objection following the February 1, 2013 meeting passed without objection.	Meeting adjourned at 3:17pm