

Calhoun Community College Faculty Senate  
Meeting Minutes  
October 19, 2017  
2:30 – 3:30 pm  
DEC Library

**Minutes approved by:**

**Faculty Senate January 4, 2018**

**I. Call to Order**

**II. Roll Call** (sign in sheet). Those in attendance:

David Ansardi  
Derek Berry  
Julie Brown  
Nicholas Green  
Vickie Hale-Brown  
Nicole Mashburn  
Arthur Morris  
Effie Nicke  
Holly Powe  
Bill Provin  
Leigh Ann Rhea  
Brent Watson  
Barbara Wright

**III. Old Business**

- a. Approve September Minutes  
Motion to approve made by Nicholas Green; seconded by Holly Powe
- b. Update on Distance Learning Advisory Committee meeting  
Bill Provin and Brent Watson reported that the DL department will send a representative to the DLAC meetings. C. Alexander attended this week. There was good discussion about needs, and the group decided to prioritize the Black Board Consistent Navigational Experience this semester. The DL department welcomes faculty suggestions and encourages all to complete the survey that was recently sent out. The DL student orientation has been modified so that students will only be required to take the online ORI course once and then upload certificate of completion into all courses. DL will hold an open workshops on both campuses where representatives will be available to help with issues/answer questions regarding ADA compliance.

**IV. New Business**

- a. Process of filling classes for summer semester  
Leigh Ann Rhea polled the group about how departments choose instructors for summer classes. Deans decide for fall and spring semesters, but different departments handle summer classes differently. Some use a multi-tiered round system based on seniority where all classes are chosen, while others have faculty (ranked by seniority) select only one course at a time until all slots are filled. The group discussed the possibility of implementing policy that would provide consistency.
- b. Student testing center  
The CCC testing center provides testing for DL courses and the community. Instructors of face-to-face courses can no longer send students to the testing center. Valerie Cox sent an email requesting the Faculty Senate address this issue because the STAR Institute has been facilitating testing for face-to-face classes this semester. Her concern is that when the STAR Institute moves for renovations next semester, there will not be a place for these students to test.  
The group discussed the need for another option for testing. Valerie will send data supporting the need, and Nicole will discuss this issue with Dr. Klauber.
- c. Lean Training Update  
Nicole Mashburn reported that the Lean Training has been reduced to 4 Fridays. This training is valuable for administration and business/industry.
- d. ADA compliance in courses  
Effie Nicke showed the group a sample course video from You Tube. Clicking on the transcript on the side of the screen allows students to go to that part of the video. This would be beneficial to all students and would meet the ADA course requirements. Effie has already spoken to Katelyn in IT about the possibility of using this format. Other options are available, and faculty are encouraged to make suggestions to the DL department.
- e. Computer problems  
Group discussed IT requests not addressed in a timely manner. The HSV campus needs a computer room that holds at least 40 students. Effie Nicke will follow-up on this.
- f. Advising and Degree Works training  
Derek Berry reported on a Professional Development activity on advising and Degree Works. Several errors were found and corrected. Derek will provide training at next month's Faculty Senate meeting.

**V. College Committee Reports**

- a. Evaluation Committee – Leigh Ann Rhea reported that the committee will meet next week to discuss changing the faculty evaluation form to provide a more meaningful assessment.

- b. Excellence in Learning – David Ansardi reported that the committee has asked Sara Sales to pilot an Open Educational Resources course this semester. John Jones plans to develop one for Bio 103. Other faculty interested in developing or redesign an OER course can apply for an EIL stipend.
- c. Calendar Committee  
More faculty have been added to the committee, and the group is accepting feedback on 2018-19 calendar until December. Faculty can send any recommendations to Nicole Mashburn.

**VI. Reports/News from Senators**

- a. Library, Advising, Evening Program
- b. Business/CIS/Tech/Workforce Development
- c. Health Sciences
- d. Humanities and Social Sciences
- e. Math/Natural Sciences – Arthur Morris informed group of a Math Tournament on the Huntsville campus on Dec. 8<sup>th</sup>.

VII. **Next meeting:** Thursday, November 16, at 2:30 pm in HSV library.