

Kilgore Faculty Senate Meeting
Woodfin Bldg
September 13, 2019

Meeting presided by Ginger Dennis, Faculty Senate President

Topics Discussed

1. Welcome to new senators
2. Old Business
 - a. Membership Question: The senate addressed the question of making a distinction between counselors and advisors. Senate decided that advisors should be included in the definition of counselors and an adjustment to the bylaws will be made at a future meeting.
 - b. Senate also reaffirmed that adjunct faculty will be contacted to obtain the participation of two adjunct faculty in the senate.
 - c. Senate discussed future meeting days and times and a consensus was reached that the best time would be at 10am on Fridays.
 - d. Joe Kirschhoff agreed to serve as Treasurer for the coming year. The Faculty Senate currently has \$1,500 in its budget.
 - e. Joe also proposed that a name sheet be printed for each Faculty Senator to be placed outside their office door, to help identify them as the representative for their department.
3. New Business
 - a. Personal Time: A concern was brought to the senate that the requirement for advanced approval when requesting personal time could lead to the rejection of personal time based on why the person was asking off. The senate recommends making the language more clear in the faculty handbook to indicate that personal leave will be approved unless it interferes with finals or another major event on campus.
 - b. Leave: There is a concern that faculty who work less than 8 hours on a day that they miss for illness or other reasons are required to enter 8 hours. Department Chairs often prefer faculty to take a Friday off rather than another day because it usually eliminates the need to find subs. The senate agreed that, particularly on Fridays, when faculty are only required to be on campus for three hours, that this did not seem practical. A recommendation was made for the senate to form a committee to meet with the deans and Dr. Turpin to discuss a return to the system of only entering as many class and office hours as was missed.
 - c. Cruise to Success: In general, it was agreed that faculty needed more information prior to roll out. Point collecting began before faculty was aware of how it was going to work, and this was frustrating to students.
 - d. Proctor U Auto: A faculty senate member brought a concern from her department about quality issues related to ProctorU Auto. Her department would like the option of making students come in for a paper test and the course still be an online class. This issue will be brought to the deans and president.

- e. Pep Rallies: A faculty senate member recommended that pep rallies should be moved to Fridays, because it is affecting class time. The senate agreed, and this issue will be referred to the deans and president.
- f. Calendar Committee: Debbie Williams contacted the calendar committee about her new appointment to discover there was nothing to do. Senate recommended that we continue to make an effort for faculty to have a position on the calendar committee and all other committees on campus.
- g. Dr. Turpin has asked for a committee within the faculty senate to be set up to handle professional development. This will happen and will be set up by/during the next meeting.
- h. Senators discussed the idea of defining titles and ranks for faculty (such as Instructor, Assistant Professor, Associate Professor, Professor), and would like to discuss this at a future meeting.

Members present: Debbie Williams, Carrie Poe, Chris Reed, Kenya Ray, Kelly Kaemmerling, Rachel Stallard, Karen Johnson, Meredith May, David Fonteno, Joe Kirchhoff, Matt Wickes, Angela Aulds, Larry Kitchen, William Stowe, Susan Black, Ginger Dennis

Minutes prepared by:

Meredith May, Faculty Senate Secretary