

Kilgore College Faculty Senate Executive Committee Meeting  
The Back Porch  
June 12, 2019

The committee convened at 12:40 pm.

#### Topics Discussed

1. Roles and Responsibilities: The executive committee reviewed the responsibilities of faculty senators and officers. This summary will be made available to the faculty association.
2. Communication: Going forward, the Faculty Association/Senate "class" on Blackboard will be used for record-keeping and communication. Additionally, we will be redeveloping the Faculty Senate website to include a brief description of the Senate, a list of areas/departments represented with the corresponding Senator, a list of upcoming meetings, and a reorganization of past minutes.
3. Representatives: Ginger Davis is working with the deans to develop a master list of Faculty Association members as well as a list of faculty members on KC standing committees. Ginger is also working to have a complete list of who will be serving as senators for the 2019-2020 school year.
4. Faculty Association Luncheon: The luncheon has traditionally been held on the Friday before classes in the fall. Due to low attendance, the committee suggested alternatives. The committee will be seeking approval from the rest of the Senate to prepare goodie bags for each faculty member this year and distribute those during the first week back. These bags would also include information on the Faculty Association and Senate. The Senate will need to address amending the Constitution to allow greater flexibility in how the Association meeting is handled.
5. Constitutional Amendments: The Committee and the Senate will be working on amending the constitution on the following issues: changing the wording of who qualifies for honorary membership to allow for adjunct participation and giving clarification on the selection of the President-Elect
6. Technology: The committee will be investigating having more distributed meetings using various remote meeting technologies
7. Joe Kirchhoff has agreed to take on the duties of treasurer for next year in addition to serving as President-Elect
8. Standing Committees: The committee discussed reactivating the Senate standing committees. This will be addressed with the full Senate in the fall.
9. 8-Week Concerns: The committee discussed a few faculty-related concerns that need addressing prior to convocation. This includes faculty overload pay, office hours, and how excessive absences will be defined.

The committee adjourned at 1:40 pm.

Members present:

Ginger Davis, Meredith May, Joe Kirchhoff

Minutes prepared by:

Meredith May, Faculty Senate Secretary