

Kilgore Faculty Senate Meeting  
Woodfin Bldg  
November 15, 2019

Meeting presided by Ginger Dennis, Faculty Senate President

#### Topics Discussed

##### 1. Old Business

- a. Standing Professional Development Committee formation
  - i. A standing Professional Development Committee made up of Kenya Ray, Meredith May, Amy Collins, and Matt Wickes has been created. Candice Dotson is being added.
- b. Ad Hoc Academic Rank Committee
  - i. An Ad Hoc Academic Rank Committee has been formed, and David Fonteno is chairing that. David Rangel has already done research on this topic. Both committees will report in the Spring.
- c. Signs for doors
  - i. Joe Kirchhoff has contacted marketing. The proposal has been submitted, and the Senate is waiting for mock ups to vote on.
- d. Cruise for Success
  - i. Ginger Dennis reported that students are winning prizes and earning points. It does seem to be an issue for faculty in terms of them not knowing what is happening, and more work will be done to make sure that faculty knows what opportunities are available to students.
- e. Course Withdrawal Process
  - i. The Senate received 10 responses from faculty about changing the process. Reducing the college's withdrawal rate is a focus this year. The college will have a data summit in the Spring focusing on that.
  - ii. The Senate discussed the suggestions on the process, including having instructors sign a sheet prior to withdrawal or meeting with an embedded advisor.
  - iii. The Senate agreed that the faculty as a whole need clarification on faculty drops: when should faculty drop a student for low attendance and when should faculty give an F, and what is in the best interest of the college. Whenever the college has a consistent policy, then that can be followed by all faculty.
  - iv. Joe Kirchhoff suggested that someone with the college send out a selection to vote on for the process of student withdrawals

##### 2. New Business

- a. End of First Eight Weeks
  - i. With the first eight week over, one of the things that needs to be done in all of the future eight weeks is to make sure there are iHelp stations, even during the second eight weeks, and that door schedules need to be up more quickly.
  - ii. It was proposed to the Senate that the college have a more significant break between Fall 1 and Fall 2. Faculty and students are reporting that it was not enough time to regroup.

- iii. It was mentioned that some of the "non-attendance" students for Fall 2 should have been dropped when they were dropped for non-attendance for Fall 1, which skewed the numbers. It was also asked how to make things easier for students to retake classes in the second term that they failed in the first term (EX: failing English 1301 in Fall 1 and not being able enroll for English 1301 in Fall 2)
- iv. Joe Kirchhoff suggested that the college connect information on what classes a student is enrolled in within EX in such a way that it contacts student's cell phones, so they know they are still enrolled in classes and have not been withdrawn.
- b. Spring Registration
  - i. Alex Knox reported that advising appointments are full.
- c. Faculty Senate Budget
  - i. The Senate discussed how they would like to spend the budget in the best way to support faculty, possibly doing the "goody" bags again.
- d. Other Business
  - i. It was asked if there was a way to dispute a student evaluation. The answer is no, but the chairs and deans are aware of the problems inherent with course evaluations and take that into consideration.
  - ii. It was suggested that there needs to be a more concerted effort to make sure technical workforce and other recruiting fairs are more advertised in academic classes.
  - iii. Next meeting: January 31st.

Members present: Carrie Poe, Kenya Ray, Meredith May, David Fonteno, Joe Kirchhoff, William Stowe, Susan Black, Ginger Dennis, Nancy Lamouroux, Chris Reed, Rachel Stallard

Minutes prepared by:

Meredith May, Faculty Senate Secretary