

Kilgore College
Faculty Association
Minutes of 11 February 2011
12:30 p.m., Randolph C. Watson Library
Educational Room
D'Wayne Shaw, Faculty Senate President 2010-11

In attendance were the following senators:

Carol Bunch
Paul Buchanan
Cody Edwards
Dean Kinney

Terri York
Cathy Beckman
Carolyn Fox-Hearne

Paige Wood
Virginia Booker
D'Wayne Shaw

I. Present 19 November 2010 Minutes

Faculty Senate Committee reviewed and approved the minutes for the November 19, 2010, Faculty Senate meeting.

II. Committee Updates

D'Wayne reported on the discussions at the Strategic Planning for Technology Committee:

- POISE Portal maintenance fee of \$16,000 was waived by ESP
- ESP will install the new version of POISE Portal in the BA Building
- ESP will not charge KC because KC is a beta test site
- POISE Portal, new version, will be ready Summer 2011 in the BA building.
- BA Building will directly be attached to the new POISE Portal system and will use for registration
- Campus Connect will be available for faculty, staff, and advisors for registration

D'Wayne Shaw reported on discussions at the Instructional Council Committee meeting:

- Guest Speakers and Field Trip policies are in the faculty handbook page 31
- **Guest Speakers**
 - Email is sufficient to your Division Dean when requesting permission to invite guest speakers at this time
- **Field Trip**
 - Field trip requests must be submitted to your Division Dean for approval a minimum of one week prior to the proposed date of the field trip
 - Waiver of Liability must be obtained from the students who will participate in the field trip
 - Examples of legal binding Waiver of Liability forms for the next Faculty Senate meeting

III. Catalog Digital or Bound

Faculty Senate Committee agreed that advisors, faculty, and staff would need a hard copy of the KC Catalog. Having a hard copy of the KC Catalog would ensure efficiency.

IV. Meeting with Dr. Holda

D'Wayne Shaw reported on the meeting with Dr. Holda.

- Print Shop and Maintenance crew will be the next to be sent out for bids to outsource
- Faculty will not have to instruct any additional classes without overload pay at this time
- Lab fee increase
- Tuition increase
- Tax increase possible
- The four colleges,– Brazosport, Frank Phillips, Odessa and Ranger, will be funded
- House version (HB1) cuts our health insurance by 83% and the Senate version (SB1) cuts our formula by 10%. Both versions cut retirement by 45%.
- KC would not get the additional new revenues of another \$1.2 million in growth

V. Student Evaluations

D'Wayne Shaw reported that the Student Evaluations are online now, but the students are not doing the evaluations. Only fifteen percent of the students filled out the student evaluation fall 2010 semester.

VI. Make-up Test Policy

D'Wayne Shaw distributed the Guidelines for Make-up Exams Proctored in the Testing Center to the Faculty Senate and the guidelines are now online at <http://www.kilgore.edu/testing.asp>

VII. Administrative Support

Faculty reported Mr. Richard Harrison, Dean of Liberal & Fine Arts, took off the day of registration, January 11, 2011, for a scheduled, *not* an emergency, eye surgery after a three weeks off for Christmas Holidays, December 10, 2010 thru January 03, 2011. If a faculty member had taken off the day of registration after three weeks of vacation, the faculty member would have been severely reprimanded.

VIII. Date for Faculty Association Luncheon

After discussion with faculty senate concerning when to have the Faculty Association Luncheon, D'Wayne Shaw conveyed that the Faculty Association Luncheon is Friday, May 13, 2011, 12:00 p.m., in the Devall Student Center Ballroom.

IX. President Elect for 2011-2012

D'Wayne Shaw informed the faculty senators to keep in mind specific names for President Elect for 2011-2012.

Minutes submitted by:

Amy Smith
Administrative Assistant/Technology