

KILGORE COLLEGE FACULTY SENATE
Minutes of the February 17, 2017, Meeting

- I. The meeting was called to order at 1:34 PM.
- II. The following members were present:
 - Belew, Jonathan - CHEM
 - Johnson, Elizabeth - MATH
 - Pauley, Lara - EDUC
 - Fox-Hearne, Carolyn - ARTS
 - Sullivan, Michelle - ENGL
 - Stallard, Rachel - COMM
 - Williams, Debbie - BIOL
 - Stowe, William - BIOL
 - Worsham, Charleen - eLearning
 - Stanglin, Jeff - GOVT
 - Ferguson, Michael - CRIJ
- III. We were unable to review the minutes from the previous meeting because the thumb-drive with the files had not yet been provided to the interim President.
- IV. Old Business
 - None
- V. New Business
 - Several questions from various members of the faculty were forwarded to Michael Ferguson prior to the meeting. Ferguson then met with KC President, Dr. Brenda Kays, and KC VPI Dr. Mike Turpin for information on those questions. Other questions that could be answered by the senators during the meeting were handled during the Senate meeting.
 - A. *What were the left-over issues from last semester?* The Administration wasn't sure what types of issues this question was focused on, so Drs. Kays and Turpin stated that, in general, there were no items "left hanging" from the previous semester other than the ongoing projects of which everyone is aware.
 - B. *Is there any information about pay for 2018?* Dr. Kays stated that the budget continues to be very, very tight; in fact, it looks to get worse before it gets better. Contact hours are down significantly. The college is estimating that between tax revenue decreases, state funding decreases, etc., we're possibly looking at approximately \$750,000 less per year for this biennium than we currently have. There are no plans at present to provide raises for faculty or staff.
 - C. *What is the college's estimate for fall enrollment?* Dr. Kays did not have any specific data with which to answer this question. She did state that one of the primary goals of the college now is to emphasize recruiting and retention. During the Faculty Senate meeting, one of the senators stated that there used to be a system in which local ISD superintendents provided rough estimates of how many students from their respective districts planned to attend KC.
 - D. *What are the goals of the data summit?* This item was discussed among the senators present. One of the items that was brought up and discussed was the need to know where Kilgore College ranks with respect to other community colleges and how the data will be used to improve KC's performance.
 - E. *What areas are going to be moved on campus?* Dr. Kays and Dr. Turpin stated that two major moves are about to occur: (1.) WDCE is going to be decentralized, with various

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divisions across campus absorbing parts; and (2.) the campus-wide organizational restructuring process will move some departments to new deans. At the time of the meeting, the moves had not yet been finalized or announced. Dr. Turpin stated that he would provide more information and would meet with stakeholders affected during the week before spring break. Both administrators said that the moves were being done in such a way as to increase efficiencies and to streamline operations. This will be the first major reorganizational move in 20+ years. We do know for certain that the AEC will be closed down and all of those programs will be housed in different buildings.

- F. *Have the renovations at KC-Longview been put on hold?* The budget constraints mentioned above have had a serious impact on what the college can do. The IT upgrades in Longview continue to be a priority, though, in an effort to make our IT systems consistent across both campuses. Longview-North, for example, has already had some work done.
- G. *What is the faculty's option about becoming a smoke-free campus?* Dr. Kays stated that she would support whatever the faculty wanted to do in this respect, but that she had not heard of anyone mentioning it prior to this point. During the senate meeting, it was decided to meet with Dr. Staci Martin to find out how to do an online survey to judge the receptiveness of the campus toward this. Dr. Stowe did mention that regardless of the results, he requests that the "designated smoking area" adjacent to the Math/Science building would be moved, as the smoking area there is next to the building's gas line.
- H. *Does the college plan on staying with SSC after this contract is up?* Drs. Kays and Turpin both stated that they were not familiar with any complaints vis-à-vis SSC, and that KC would incur some financial issues if we were to pull out of the contract early. Both asked Michael Ferguson to find out if any of the senators had any specific complaints. During the senate meeting, all present had extremely high praise for Physical Plant supervisor Jeff Williams and the job he's doing.
- I. *How do students who do nothing but online classes get proper advising?* Dr. Turpin stated that the number of students who are taking nothing but online classes is tiny, and that he wasn't aware of any problems in this area. Students who take 100% of their classes online do still have to go through the same process at the beginning of their time at KC as do all other students. The vast majority of students who take online classes are taking them in combination with traditional classes or are dual-credit students. Turpin did state that one of the benefits of the guided-pathways model we're working toward will be to ensure a clear, easy-to-follow path for everyone.
- J. *What is the status of the 8-week split fall and spring semester, similar to the colleges in west Texas?* Dr. Turpin advised that the programs there that are using this system are still working on them. They also have invested heavily in incentives to get students enrolled and involved (e.g., getting a new car donated from a local dealership as a prize to someone who enrolled). At this point, it doesn't look like this is something we're going to be doing anytime soon.
- K. *Use of paper grade sheets at end of the semester.* This was discussed during the meeting. It was explained that the use of paper forms right now is as a fail-safe measure to ensure that we have records in the event something goes wrong with our computer system.
- L. *IRS Form 1095-C.* Michael Ferguson reminded everyone present that HR had just sent out an email notifying employees that IRS Form 1095-C will be mailed in mid-February.
- M. *Ideas about Faculty Senate having its own webpage.* Charleen Worsham created a group page in Blackboard to which all faculty will have access. The page will have copies of FS minutes, a place for instructors to post questions for the senate, etc.

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Michael Ferguson has already started working on posting some of the minutes, but it will take a while for it to be complete. There is also a public page on the KC site that has the minutes, by-laws, constitution, etc.

- N. *Parking at the new copy center.* Michael Ferguson spoke to Mike Ford and Dr. Mike Jenkins about faculty complaints after several faculty members were unable to find a parking spot at the new copy center. Jenkins and Ford arranged to have reserved parking for faculty only.
- O. *Communication between administration and faculty.* The senators stressed the need to continued improvement in the communication between the administration and the faculty. One of the recent moves in this direction has been the creation of the KC-CAN committee, which is designed to help keep open communication lines between the groups.
- P. *Repainting of faculty parking.* Multiple areas on campus have faded paint in the faculty parking spots. Some of the areas are so faint that students can't tell if it's a faculty or student spot. The senators asked Michael Ferguson to pass this information to Dr. Kays with a request to have the spots repainted.

VI. The date of the next meeting will be March 24, 2017. [NOTE: this meeting was postponed until April 28, 2017.]

VII. The meeting was adjourned at 2:45 PM

A handwritten signature in black ink, appearing to read "Mike Ford", is located in the lower right quadrant of the page.