

FACULTY SENATE MINUTES



Date: September 6, 2019

Time: 11:00 am – 12:21 pm

Location: NTCC – Bogalusa

In Attendance

Karolyn Harrell, Katie Cali, Cary Riche, Tanya Torregano, Beth Lang, Lisa Underwood, Meghan Martinez, Chaunee Brouillette, Jennifer Dannels, David Taylor, Brandy Williams, Rebecca Wright (by proxy), Dawn Brownlow (by phone), Amanda Brammer (by phone/proxy – Tracey Bates)

Welcome

Welcome from President Harrell and review of agenda

Updates/Issues from Campus Senators:

- Physical facilities at the various campuses (i.e., bathrooms at full capacity, in need of van to bring students places)
- Adjunct Contracts – do not have to teach more than 5 classes for full-time status; adjunct courses (past 5 courses) should be a choice, not required
- Several faculty have still not signed adjunct contracts and are in Week 3 of the semester

Campus Specific Issues – addressed by Dr. Wainwright

- Hammond area campus – have been improvements (HVAC, roof, etc.) that are fairly recent; need to prioritize needed improvements for each campus; part of strategic plan
- Sullivan – nursing staff needs more privacy from students; have brought to attention of campus Dean; can easily construct wall, but need to know where stands on priority list for campus
- Lacombe – told students at orientation that we have math tutoring, but now we're being told that we don't have money for math tutoring; Dr. Leader will discuss with Dean Owen Smith to see if can use money to pay math staff to offer tutoring
- Lacombe – if receiving paper checks in mail and don't know why, inquire with HR
- CTS – many staff still haven't signed adjunct contracts; lots of new things happening in HR - adding another position in HR and Purchasing, transitioning HR Directors; Dr. Wainwright will look into this – not the norm for HR

- CTS - Cross enrollment – per Dr. Leader, we needed more math classes at last minute per Southeastern’s request; Dr. Leader had already utilized our staff, so hired 2 new math positions; Max course load is 7, but can teach 8 with approval; some instructors don’t want more than 5 classes – need to bring to Dr. Leader’s attention if that’s the case and don’t want to teach all classes offered

Faculty Rank and Promotion – Dr. Wainwright and Dr. Leader

To qualify, must have completed 3 years. Numerous staff are just starting 3rd year and getting email saying are eligible. Dr. Leader has already reached out to HR to update list and they are working on it – no excuses, but lots of new staff/changes in HR. Faculty Rank and Promotion support group at CTS – if want to be invited to these meetings, feel free to participate (let Dr. Leader know)

Course Enrollment Caps – Dr. Wainwright

Reflect on what whether we can still provide quality to our students given our course-load. Right now, cap is at 7 courses with 8th course needing approval.

Second Start – Dr. Leader

Problem is that at last minute, we’re asked for more developmental math/English which doesn’t leave a lot of room for 2nd start classes. Dr. Leader will be asking if we are wanting additional classes and if there is room (if at Lacombe, provide this info to Owen Smith). Keep in mind also online availability because doesn’t require physical classroom space which is limited.

Committee Reports

- Public Relations (David Taylor) – nothing to report; David will get with Karolyn about newsletter and what all is required
- Finance (Chaunee Brouillette for Dawn Brownlow) – nothing new to report
- Faculty Affairs/Professional Development (Katie Cali) – advised committee members that need to come up with professional development issue/opportunity to send out each month to staff

Next Meeting

Discussed best meeting days/times – decided on Fridays at 1:00 pm or 1:15 pm. Motion to adjourn made at 12:21 p.m. and passed unanimously.