NWACC Faculty Business Meeting Minutes
Friday, April 27, 2012
Burns Hall 2105

Approximately 50 faculty members attended the meeting.
Curtis Harrell, Vice President of Faculty Senate, called the meeting to order at 1:05 pm.

I. End of Year Updates—Dr. Paneitz

- Gave timeline for the budget process with a projected culmination at the May 14 Board Meeting
    - Budget based on a conservative 1% enrollment increase
    - Looking at 2-3% faculty salary increase in addition to step increase
    - Classified staff pay increases are frozen by OPM
- Search Process for next President
    - College will hire a search consultant
    - Hopes for a comprehensive search committee
    - Timeline for search with hopes of narrowing to 3-5 candidates by late summer/early fall, person named by end of December, new President taking over in July 2013
- Questions & Follow-up
    - Adjunct faculty raise? Looking at that possibility
    - 25-year scale in faculty salary plan? Yes
    - Faculty and Learner Services are top priority for new employee positions

II. End of Year Updates—Dr. Gates

- Task Force formed for considering faculty salaries in high demand areas
    - How are high demand fields determined?
    - For those fields, weight the experience coming into the position higher than normal
    - Question about representation on task force and possible conflict of interest? Faculty members on task force cited
- International and Globalization Task Force being formed
    - Question about Vice President of Learning position? New Vice President already named with assumption of knowledge
- 360° evaluations for administrators
    - Looking at this process
    - Historical practice of this was mentioned by audience members with a reference to the 2008 learning consultant report
- NEH Summer Institute Studies—two faculty members were chosen from NWACC to participate
- Academic assessment
    - Faculty-led process with new non-faculty co-chair to tie to administration and IR
    - Mentioned that Quality Council now has a faculty co-chair
- Concern over data that suggests that spending for administration/staff has increased more than spending for faculty
    - Response that raw data can raise more questions than it answers
    - If a faculty member feels that needs are unmet, then consult with the dean of the division
    - Question raised by audience member—Possible reallocation of resources from some administrative 12-month positions to 9-month positions? Willing to look at
    - Suggested by audience member—Re-structure divisional organization to improve communication? Looking at definition of duties, release time for non-instructional activity, re-distribution of deans' duties with respect to uniqueness of divisions
- Reverse transfer data and agreements between institutions—hope to improve with state help

- Schedules for 2013-2014
    - Dean reviewing standardized start/stop times for 3 credit hour classes
    - Activity hour for meetings built in once a week
    - Optimize use of classroom Monday through Friday
    - Faculty discussion and concern over the use of MWF classes instead of MW and F format
- Concern over mandated faculty attendance at two end-of-year activities
    - General confusion about mandate and inconsistency of practice between divisions
    - Curtis and Bryan are working on issue of faculty job description revision without faculty input
- Concern over media relations and negative publicity
    - Suggestion by audience member that NWACC seek to correct factual errors reported by media? They try but it is hard to do
    - General audience discussion about how negative publicity affects faculty and desire for more communication to faculty from NWACC after negative incidents arise
- Dr. Gates closed by stating that his door is open for concerns by real people (not anonymous) and that he appreciates the work of faculty and to keep the focus on students

III. Online Student Evaluations—Christina Smith & Kate Burkes

- History of work as AQIP Task Force
- Online evaluations chosen to reduce time spent on evaluations and the usefulness of the online information
- SmartEval product was chosen after extensive review and request for faculty input
    - Evaluation is conducted from inside MNC, students can only access evaluations from classes they are enrolled in, once an evaluation is completed it cannot be accessed again by a student
    - Can give surveys to students who "drop"
    - Other questionnaires besides student evaluations can be done within product
    - Same 17 questions as paper evaluation form
    - Can add questions at different levels of organization, even individual faculty level
    - Automatic email reminder to students to participate—once students participate, they do not receive email reminders
    - Every instructor has individual login
    - Product retains historical data & many different types of reports can be generated
- Logistics of using the software have not been determined

IV. Faculty Performance Review—Spring Revisions

- Every item in faculty job description was "lined out" in the revision—compromise between administration and committee
- Question from audience about "significant contribution once every 3 years"? Dr. Gates wanted the deans/supervisors to define
- Question from audience about the advising requirement? Discussion that faculty will be asked to volunteer for this job with appropriate release time/pay
- Concerns from audience with deans having so much discretion, conflicting with the idea of standardizing the evaluation process
- Secret vote was conducted—26 approved, 18 disapproved, 3 abstained--revision passed

V. Elections Committee-Constitutional Amendment--tabled until next academic year

VI. Committee on Committees--will work on getting faculty committee assignments set in the spring (April/May) so that the faculty committees can "hit the ground running" in the fall

VII. Curtis Harrell concluded the meeting at approximately 3:15 pm by passing out faculty recognition awards to those who did not attend the Faculty Banquet

Submitted by Melissa Jordan, Faculty Senate Secretary-Elect, 2012-2013