



**FACULTY SENATE  
MEETING MINUTES  
March 15, 2019**

**Location:** TRC - 122


**Time:** 10:00 AM-12:00PM



**Chairs:** Chelsea Fine (SR) and Marina Whitchurch (JR)

**Attendance:** Marina Whitchurch, Chelsea Fine, Andrew Childress, Sharon Davis, Daniel Elash, Curt Erikson, Kristi Kowalski, Tom Pike, Tracy Redd, Jessica Kitchen, Glen Moulton, Deb Murphy, Janelle Scofield, Dorothy Swain, Tina Weyland, Terrie Sandlin

**Guests:** Nikki Johnson – Veterans Coordinator

**Recorder:** Chelsea Kelsey

Agenda Item	Discussion	Action
<b>Approval of Minutes:</b> Approved 02-22-19 minutes.		Vote – all in favor
<b>Appoint New Members- at- large</b>	Welcome Daniel Elash, Glen Moulton, and Tina Weyland who will now serve as three of our five adjunct faculty members-at-large.	Elash & Weyland to be added to email group
<b>Departmental Member Assignment</b>	Jennifer Richards will serve as the HPER representative for Josephine County and Janelle Scofield will represent Jackson County for the HPER department.  The following departments still do not have representation: Diesel, Electronics, Humanities, Manufacturing, Welding and RCCEA still needs one.	Richards & Scofield to be added to email group.
<b>Veterans – Green Zone Training</b>	Nikki Johnson, Veterans Coordinator met with the Senate regarding upcoming training opportunities.  The Green Zone provides resources and knowledge to help understand and appreciate the unique challenges and strengths of student veterans. RCC Veteran Services is providing Green Zone training for faculty and staff.  There are two more trainings set up for April 16 and May 8. Training include lunch, run from 12-4:00 PM and adjunct faculty will be reimbursed at the hourly meeting rate of \$20.  To sign up, visit: <a href="https://web.roguecc.edu/veterans-services/green-zone-training-signup-form">https://web.roguecc.edu/veterans-services/green-zone-training-signup-form</a>	 VA Green Zone Flier 2019.pdf

	Green Zone training was pioneered at Virginia Commonwealth University (VCU) in 2010 and is now offered at more than 100 universities and organizations nationwide, according to VCU's website. It is named for the secure international zone in Baghdad, Iraq, which is a place familiar to many, Post - 9/11 service members.	
<b>Meeting Minutes Protocol</b>	A lengthy discussion around the protocol, Sixty percent quorum, and process and procedures pursued and it was decided to table this topic until the June 7 meeting when Amy Durst will rejoin as the senate's secretarial support.	Add to June 7 agenda
<b>Full-time Faculty Annual Form Document/Professional Development.</b>	Faculty Senate has reviewed and made suggested changes to this document per the VPI, Leo's request. At last review though, it was determined that more follow-up was needed with Instructional and H.R.	Add to June 7 agenda
<b>Proposed Adjunct Faculty Evaluation &amp; Task Force</b>	VPI, Leo's requested volunteers to serve on a short-term task force. Glenn Moulton & Kristi Kowalski volunteered. Deb Murphy has served on a previous task force, and she will share all her documentation with the group.	
<b>In-service</b>	FS will have two sessions at this years spring in-servie. They will be 45-50 minutes in length. Marina to check on which time slots we have, or if the sessions are only offered in one time slot. Marina and deb will send the email out for proposed presentations and if we do not receive, enough volunteers, then plan-B will be for senate members to do GIFTS. Dorothy asks that after the email is sent, that each member talk to his or her departments about participating!	
<b>Junior Chair for 19-20</b>	Please get the word out, share with your collegiate that we are in need of a co-chair for next year!	
<b>Luncheon &amp; Awards</b>	<ul style="list-style-type: none"> <li>• Terrie, Kristi, Jessica and Deb will work on the senate awards. They will open nominations after spring break and leave open for two weeks.</li> <li>• Chelsea ordered 15 black diploma covers and acetates for certificates. The box is in Amy's office at RWC-L.</li> <li>• Deb states the RWC_F has a nice color printer to use for the certificates.</li> <li>• Chelsea &amp; Deb will work on the lunch catering. We need to do this ASAP, in order to guarantee our date of May 31. The FS budget currently has \$807 available in meeting supplies that can be used towards catering.</li> </ul>	 FS Budget 03-18-19.pdf
<b>Councils &amp; Committees</b>	Sharon Davis worked on getting a master list of councils and committees and updated it and had it shared on the intranet – Chelsea K. requested that the document be share d this on the FS page too. <a href="https://intranet.roguecc.edu/pdf/Councils%20and%20Committees.pdf">https://intranet.roguecc.edu/pdf/Councils%20and%20Committees.pdf</a>	 Councils and Committees.pdf

<b>Other</b>	<ul style="list-style-type: none"> <li>• Chelsea F. asked where we thought she should bring the “Osprey Fly Here” idea – one in which business members would be provided with a vinyl sticker they could place in the windows, which advertises that they employ RCC students! Marketing is working on ideas, so it was suggested to talk with Grant.</li> <li>• Marina was poking around our website and found the following Alumni link:  <a href="https://foundation.roguecc.edu/alumni-application">https://foundation.roguecc.edu/alumni-application</a>            And she went to speak to the foundation about this. It turns out that this was an effort done by past employees, and had been forgotten. This is a good source for determining where some of our students are employed.</li> </ul>	
<b>Adjournment/Next Meetings</b>	<b>Meeting adjourned at : 2:00 PM</b>	<b>Next meeting:</b> <b>April 26</b> HEC 129B (Medford)