



**FACULTY SENATE  
MEETING MINUTES  
September 28, 2018**

**Location:** RWC P2

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

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

**Members:** Deborah Murphy, Kathy Meyer, Dorothy Swain, Curt Erikson, Tracy Redd, Kristi Kowalski

**Guests:** NA

**Recorder(s):** Jana Pierce

**Absent:** NA

Agenda Item	Discussion	Action
<b>Approval of Minutes:</b> [10:15AM]	Minutes from previous meeting to be included for review with the minutes from today.	Will review and discuss/approve at next meeting.
<b>Faculty Senate (FS) Update:</b> Good morning Introductions Recommendations Goals for the year	<ul style="list-style-type: none"> <li>• New co-chairs presented and introductions made.                  Senior Chair: Chelsea Fine                  Junior Chair: Marina Whitchurch</li> <li>• Request made to have one person be liaison/contact for communication, the FS indicated the Assistant to VP</li> <li>• Recommended that an announcement of the next meeting be sent and a reminder a week before from the same contact.</li> <li>• Blackboard (Bb) platform suggested as a potential method of communication; however, training appears to be a barrier.</li> <li>• Discussed quorum: Per Bylaws, if 2/3 of the representatives present, vote can ensue</li> <li>• Request made for updated Instructional Position list</li> <li>• A suggestion made to potentially create a more professional development feel to the FS meetings, perhaps bring in a speaker or discuss a new theory, etc.</li> <li>• Co-chairs recommended defining goals for the year would lead to achievement of those goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Assistant to VP will research communication responsibilities and develop a plan to accommodate needs.</li> <li>• Assistant to VP will forward updated Instructional Position list, if current and available to send, to FS (Chelsea and Marina for distribution). Also, advised FS, their deans now have an updated draft copy as well.</li> <li>• VP will be at next meeting to discuss accreditation and qualifications (Q&amp;A)</li> <li>• Check SharePoint for updates on accreditation</li> </ul>

<p><b>Old Business</b> Growth Mindset <i>What Do You Think</i> (WDYT) Survey FS Role in Accreditation Faculty Qualifications (prior VP updated, where does VP stand?)</p>	<ul style="list-style-type: none"> <li>• Growth mindset was introduced by Tracy at previous meeting</li> <li>• Discussed previous FS Infrastructure and the need to develop goals for the future.</li> <li>• <i>Accreditation/credentials</i> – what is FS role in accreditation? Dorothy offered that VP had indicated faculty as the “keeper of the craft” with relation to their part in the accreditation process, education, and learning. Assistant to VP offered SharePoint and department chairs/dean as a resource and recommended members to have faculty credentials ready, so if contacted, they will be prepared.</li> <li>• <i>Faculty Qualifications</i>: Concern raised as to whether or not provision for those that are deficient, but in existing positions, will be granted. Will it be a letter stating you cannot have your position if discovered the individual does not have the appropriate credentials? Assistant to VP explained there was a dialogue beginning about this and the plan will not be punitive but to help overcome that if possible.</li> </ul>	
<p><b>Emergency Fund</b> Story Suggestions Action</p>	<ul style="list-style-type: none"> <li>• Marina introduced the presence of an Emergency Fund for faculty and relayed a personal experience story. The request for \$350 was denied due to part-time status and the fact that funds were low and no allocations made since its inception. The balance was \$409 at the time of the request.</li> <li>• Constructive discussion began on what could be done to remedy the gap found with Marina’s situation and if there was anything FS could do to help future faculty.</li> <li>• Concern raised that the term “only adjunct faculty” was used in the communication of the funding denial. It was suggested that all faculty should have access to this fund, regardless as to full time or part time status.</li> <li>• Suggestions for future: <ul style="list-style-type: none"> <li>• Establish a fund</li> <li>• Establish sources</li> <li>• Communicate in the future so faculty know it is there – Chelsea suggested a reminder on their paystub as a possibility</li> </ul> </li> </ul>	<p>Marina will gather information regarding lead on establishing an emergency fund.</p>

<p><b>Invitations &amp; Department</b> Engagement Communication Marketing Website Event Calendar</p>	<ul style="list-style-type: none"> <li>• Is there anyone we are not interacting with, that we should be?</li> <li>• How can the FS communicate more effectively?</li> <li>• FS would like to see more communication regarding events; some individuals did not have knowledge of the Welcome Back Bash.</li> <li>• The website through Intranet for FS is dated 2016 and needs to be updated.</li> <li>• FS noticed Board minutes in the past not posted in a timely manner. Everyone agreed that Assistant to President--Governance appeared to be remedying this.</li> </ul>	
<p><b>MISSION</b> Focus Energy Scope Leadership VP Presence at FS Visibility</p>	<ul style="list-style-type: none"> <li>• <i>Focus</i> questions posed:             <ol style="list-style-type: none"> <li>1. How can we become an extension of our Mission?</li> <li>2. How can we demonstrate support for our faculty</li> <li>3. How can we make students truly our #1 focus?</li> </ol> </li> <li>• <i>Energy</i>: All agreed positive energy and support is the focus, and developing ways to communicate that is key.</li> <li>• <i>Scope</i>: Discussion included seeking to establish relationships, make decisions, and understanding the FS is in control of their effectiveness. The FS cannot control administration's response(s). Movement toward serenity was suggested, so group focus could be on making the difference the FS can make independently of administration but within the FS scope.</li> <li>• <i>Leadership</i>: Curt offered that if more faculty showed up to the professional development, then the FS might have more influence on decisions. The FS needs to have a more powerful presence with administration. He mentioned the strong presence of the California FS and Academic Senate that he has experienced, and would like to see more FS presence at RCC.</li> <li>• <i>VP Presence</i>: Due to the past and with recent administrative turnover, the FS desires the presence of the VP. The FS wants to feel connected to the new VP; they would like to know more about him. What does he need from us? What can he do for us? What do we want him to know about us?             <ul style="list-style-type: none"> <li>○ FS has an opportunity to "imprint" on the new VP. FS desires him as an advocate.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• VP to attend next FS meeting - FS requested he be present at latter half of the meeting (11:00AM), so FS business can be discussed prior to VP time.</li> <li>• Assistant to VP will communicate FS desires and questions after reviewing request with VP.</li> <li>• FS members will be proactive for next In-service.</li> </ul>

	<ul style="list-style-type: none"> <li>○ FS is glad to have a VP assistant present at the meeting to act as a “bridge” and provided improved communication.</li> <li>● Does our administration (VPs and president) value the FS?</li> <li>● Discussion of what makes good higher education leadership ensued. FS requested assistant to VP relay FS’s desires to VP.</li> <li>● <i>Visibility:</i> Discussion turned to methods for visibility including: Newsletter, activities, communications (agenda, minutes), sessions at In-Service, Instagram, Apps, sponsoring Rogue gear at a lower cost to faculty, or hosting a presentation/workshop</li> </ul>	
<p><b>Future Agenda Items</b> In-service Newsletter</p>	<ul style="list-style-type: none"> <li>● FS want a more active role in the In-service in the future: <ul style="list-style-type: none"> <li>○ Felt that breakout sessions were not educational.</li> <li>○ FS wants to host a breakout session</li> <li>○ Would like to have In-service in a different location, Curt stated that there is a problem with acoustics in the gym and it is very difficult to hear what is being said.</li> </ul> </li> <li>● Dorothy suggested a FS newsletter to communicate to faculty FS presence etc.: personal, idiosyncratic, highlights, links, reps, cultivate support, activities, updates from departments, reading list “FS corner”</li> </ul>	<p>Dorothy and Marina will develop Newsletter</p>
<p><b>Miscellaneous/Other</b> Student care cards: gas, coffee</p>	<ul style="list-style-type: none"> <li>● Suggestions offered for coffee cards and gas cards handed out to students in welcome when they come on campus.</li> <li>● Want to cultivate support for students and strong presence on campus.</li> <li>● Recommendation was made to be aware of potential overlap with what the institution is already doing prior to soliciting from external sources.</li> <li>● Maybe FS can help distribute already purchased items.</li> </ul>	<p>Marina and Chelsea will research</p>
<p><b>Adjournment/Next Meetings</b></p>	<p><b>Meeting adjourned at [12:00PM]</b></p>	<p><b>Next meeting(s):</b> 10/26/18 @ 10:00AM-12:00PM RVC HEC225 and 11/30/18 @ TRC 122</p>