



**All-FACULTY/ FACULTY SENATE
MEETING MINUTES
May 20, 2020**

Location: Via Zoom
Time: 10:00 AM-12:00PM
Chairs: Marina Whitchurch (SR) and Mary Middleton (JR)
Attendance: Andrew Childress, Ann Trausch, Brandon Atkins, Carmen Mons, Celeste Hettman, Chiharu Sai, Debora Coen, Dave McKeen, Deb Murphy, Jeanine Henriques, Erika Giesen, Eva Akiyama, Glen Moulton, Gulestan Bharucha, Hector Flores, Holly Hertel, Jennifer Eufusia, Jennifer Konarske, Jennifer Richards, Jim Shaw, Julia Fisher, Julie Toledo, Kathleen Foster, Kelly Johnson, Linda Marti, Makiko Barrey, Marie Maguire-Cook, Marisela Mendoza, Mary Ann Blinkhorn, Mary Michelle Gray, Natalie Holliday, Nicholas Walker, Paul Kingery, Polly Greist, Richard Renfro, Robert Felthousen, Ryan Maple, Shaylee Graham, Steven Crum, Terrie Sandlin, Tiffany Clarkin, Tina Weyland, Tom Pike, Tracy Redd, Vanessa Newman, Verne Underwood, Yan Wang
Guests: Cathy Kemper-Pelle, Courtney Rasmussen, Layne Morell, Pam Green
Recorder: Amy Durst

Agenda Item	Discussion
Introductions/Greetings - Faculty Senate Co-chairs, Marina Whitchurch and Mary Middleton	Minutes approved as submitted. Announcements from Counseling – COVID support is available for students
Distance Learning Planning – Paul Kingery, RCC Grants Coordinator	We are applying for equipment funding through the USDA Rural Utility Service (RWC, TRC, and Illinois Valley) under the Cares Act to improve distance learning. Suggestions Paul presented for spending the funds on so far are: <ul style="list-style-type: none"> • Another service to handle storage of instructional material • Extend hubs for internet service into parking lot To further explore the needs of faculty during this time, Paul asked the following questions about technology needs: <ol style="list-style-type: none"> 1. Do you have a laptop assigned from the school? 2. Did you take your desktop computer home? 3. What kind of internet access do you have? Some other suggestions/ needs given: <ul style="list-style-type: none"> • Laptops • Web Cameras (not that you can buy them right now) • Document camera • High end microphone • A place to go (other than home) • Reliable internet and help with paying for internet service / wi-fi hot spots • Backup devices for faculty who lose their primary machine to use
Status of Sub-Committees	1. Faculty Surveys – Tracy, Kristi and Tiffany The goal of the survey committee was a two-part process: <ol style="list-style-type: none"> a) Faculty are surveyed a lot. How can Faculty Senate bring clarity and consistency to the survey process?

	<p><u>Recommendations from sub-committee:</u> Presentation of the Survey: Deadlines need to occur in the subject line and reminders sent. High priority flags are appropriate. External site link such as Survey Monkey and Doodle Poll would also be appropriate. Consistency of Surveys: The surveys come from various people – can there be a consistency sending system? Transparency: All survey results should be shared.</p> <p>b) Do faculty want a consistent avenue for input? (Like a WDYT system) Is that something Faculty Senate can do? Are faculty even interested? What topics would be covered?</p> <p><u>Recommendations from sub-committee:</u> Survey Topics: instructor expectations, faculty-administration relationship, faculty orientation and mentoring, syllabi, classroom resources, department needs, do you feel empowered as an instructor at RCC, expectations for 100 level courses versus 200 level, balancing academic freedom with consistency & structure of the course, curricular and co-curricular involvement, adjunct faculty concerns, and food insecurity of faculty. This is in addition to the new topics that were presented from Paul about technology needs. Scaling of Topics: Low to High – how important would it be to want to give input on these ideas. The first survey would be about giving general interest and scaling the topics above from high priority to low.</p> <p>This is a starting point. It is possible faculty do not wish to be surveyed more. The initial survey should outline the purpose, the consistency and the assurance the results will be shared.</p> <p>Other suggestions from the Senate:</p> <ul style="list-style-type: none"> • Consistency in who it is from and in the subject line for ALL surveys, not just the FS survey • Realistic timeline for feedback (more than a few hours to respond) • Surveys should be sent during work time, not over the weekend or after 5pm <p>Items moving forward:</p> <ul style="list-style-type: none"> • Need help finding a survey tool and creating the surveys • Decision about what to do with the results once the survey data comes back – who would it go to and where would it live permanently? (agreed that results should be in the newsletter and on the website) • Consistency in who manages the survey from year to year as Faculty Senate representation can fluctuate <p>Mary asked for an official vote from the membership to determine whether we should send the first survey to faculty. Approved.</p>
<p>Nominations for 2020-21 Co-Chairs</p>	<p>Mary and Marina are both stepping off, therefore both positions are open.</p> <ul style="list-style-type: none"> • Tracy Redd • Tom Pike nominated Shaylee Graham. <p>Amy will send an email to all faculty for other nominations.</p>

Announcements	<ol style="list-style-type: none">1. Remember to let Marina know if you have anything you would like to include in the newsletter.2. Mary will be recording her graduation speech as the commencement ceremony will be virtual this year. Her speech will focus on student success – please let her know if you have a student who overcame exceptional odds this year so she can include their story in the speech.3. The next Faculty Senate meeting returns to Friday morning (see below)
Next Meetings:	<p style="text-align: center;">Next meeting: Last Faculty Senate Meeting of 2019-2020 Friday, June 5 10 a.m. - 12 p.m. Via Zoom</p>