

Faculty Senate Meeting Monday, February 9, 2009

January Faculty Senate Minutes were approved

Reports

- **Officer Reports**
 - ~Currently there are additional monies in the Faculty Senate treasury due to Faculty Senate President no longer travelling to other campuses for meetings (all now held on the Waco Campus).

- **Committee Reports** – none

- **President's Cabinet Meeting**
 - ~SOP changed language from 9/12 month faculty to full-time faculty
 - ~Institutional Development report from Darlene Morris stated that the college was in line with projected requirements
 - ~Add/Drop document is currently being reviewed – no signature requirement on the drop side. Since this would be an ideal time for advisors to discuss with students leaving TSTC, discussion will ensue to try to capture these leavers.

- **Board of Regents Report**
 - Student Development*
 - ~In Fall 09, co-curricular transcripts will be included (clubs/organizations)
 - ~Dual credit policies are under review (high school/college classes)
 - ~Graduation attire will be decided at each campus
 - ~RFP for Student Insurance
 - ~Waco campus will begin screening students for felonies
 - ~Discussion for control access to buildings
 - ~Review for Financial Aid representatives
 - VP for Student Learning*
 - ~West Texas Campus is no longer in charge of Moodle, the Harlingen campus will take control and continue preparing for transition. Two new positions will be created at the Waco campus for "Moodle Bosses". These "Bosses" will be utilized for technical support issues.
 - ~Review of Sick Leave Pool policies to upgrade to federal guidelines.
 - ~Further documentation for internship/cooperative education policies. Other companies may have their own policies and we, TSTC, will need to identify and conform for the opportunities to our students.
 - ~4-hour leave policy for taking courses will be removed. Each campus will decide how much time is needed for faculty education for the enhancement of teaching courses required of each degree.
 - ~Ron Sanders addressed that students may take classes in a technology and be eligible to graduate and become instructors in that same technology.

- ~Small class sizes will have a different code. The state legislature included that the BOR must approve all small classes.
- ~VP of Finance (Paul) is working to relax travel documentation.
- ~Discussion of doing away with individual student fees (i.e. parking). Fees will be lumped into one fee. Each school will determine where fees will be distributed.
- ~Discussion of moving all classes to 1-hour long rather than the 3-hour sections we currently have on the books. Further discussion will take place.
- ~Contact hours will no longer be the norm but will be established by head counts.

Old Business

- **Procedure for the Selection of Department Chairs and Term Limits**
 - ~No new information
- **360 Evaluation – evaluation of chairs, directors, etc by faculty**
 - ~Harlingen still has the information, but no new developments.
- **Nomination and Election of New Faculty Senate Secretary**
 - ~Patti Tate, Environmental Health and Safety Technology is the new Secretary
- **DL office hours**
 - ~These hours are the same as other faculty office hours (5-hours per week); however will need to have the capability to check e-mails on the week-ends.
- **Colleague access**
 - ~Each department/technology MUST have more than one person who can access colleague.
- **Faculty schedules**
 - ~Richard Wheet will address the Department/Cluster Chairs at their bi-weekly meeting (2/18/09) and will reiterate the stance on times.