Faculty Senate Meeting Minutes – May 21, 2019

In attendance: Matt Williams, Jennifer Vaughn, Kendra Coffeen, Chris Mehl, Mike Rostollan, Jason Selwitz, Dave Bailey, Jim Peitersen, Lisa Anne Rasmussen, Denise Ortiz, Cindy Stevenson, Kay McGehee, Lori Loseth, Sara Egbert, Kimberly Tolson. Guest: Dr. Chad Hickox

Call the meeting to order - Matt Williams called the meeting to order. There were changes proposed to the April meeting minutes. It was unclear who asked a couple of the questions regarding the new Faculty contract, the meeting minutes will be changed to reflect that the questions were asked and answered, and omit a specific name from the question. Jim Peitersen made a motion to approve the minutes with the changes, Cindy Stevenson seconded, the motion passed unanimously.

Elections: There were three names brought forward for Faculty Senate leadership for the upcoming academic year. Mike Rostollan for President, Chris Mehl for Vice President, and Jennifer Vaughn for Secretary. There were no other nomination for the positions. There were no concerns by Faculty Senate to appoint the three to the respective positions.

The new Faculty Senate leadership will meet with Dr. Brandes and Dr. Hickox on June 3rd to discuss senate priorities for the upcoming academic year. These priorities will be reported out at the June 11th meeting. This will also be the first meeting for the new senate leadership.

Corrections still needs a representative on Faculty Senate. It has been vacant for the past year since Susie Pearson was hired as the Transitional Studies Dean. Jason Selwitz will be leaving the college and a new representative will be needed for Energy and Welding. Jason will talk to Brent Caulk at the North Campus regarding a faculty appointment, and he will reach out to Energy and Welding faculty to take his place. Dave Bailey would like to remain on Faculty Senate in an at-large position.

Matt reported on his meeting with Administration. Dr. Brandes voiced his appreciation to Jennifer Vaughn for updating the Faculty Senate webpage with meeting agendas and minutes. This helps with accreditation documentation and communication.

Sara Egbert reported on the latest Governance Council meeting. Dr. Brandes presented the possibility of a $50,000 “Innovation Fund” that could be used for professional development. This fund would be available to faculty and staff for activities related to college innovations. These funds would cover expenses not covered in other faculty professional development funding streams.

Denise Ortiz asked if these funds could be used to purchase classroom equipment. Sara indicated that these funds could be used to purchase equipment if the requestor could show how the equipment will enhance educational innovations.

As of right now Governance Council may be the committee to disperse these funds. Jim indicated that faculty professional development committees were restructuring, and these funds could be put under that committee. Sara reiterated that these funds were also for staff, and not just faculty. Kimberly Tolson is on the Professional Development task force and she could bring this up at the next meeting on Friday.

The college is looking at hiring a resource officer for the Walla Walla campus. This $120,000 a year position would be shared with the Walla Walla Police Department, and the college would fund half of the salary and benefits for the officer. Dr. Brandes would like feedback to see if people are supportive
of this possibility. After a brief discussion most on the senate indicated they would like more information about the role of the resource officer. Specifically, would this position handle chemical safety? Is there a need on campus? A suggestion was made to have Jacquelyn Meier, Assistant Director of Security and Environmental Health and Safety, come and discuss issues with campus safety.

Various members of the senate are concerned that there is still a gap in communication. A Public Information Officer (PIO) has not been hired yet, and it is unclear if one is going to be hired. Their role was to manage Governance Council. At this time Nadine Barragan, Director of Student Life, has been running the council meetings. Dr. Hickox indicated that although the position has been off the table previously, it is becoming apparent that this position needs to be filled, but was unsure of the details of this position, specifically in terms of if this person would fill the gap Doug Bayne’s retirement is creating in outreach.

**Updates from Dr. Chad Hickox, Vice President of Instruction.**

Dr. Brandes will be announcing changes and shifts in cabinet level positions. For example, Davina Fogg and Jerry Anhorn’s positions have changed. There are some HR related issues to work out before Dr. Brandes makes his formal announcements regarding all of the changes. The announcements will come prior to faculty leaving for the summer.

Financial Aid and Admissions will be merging. Nick Velluzzi will be overseeing these areas. It is possible that outreach activities will be handled in this department. There is already a lot of work being done in both the Financial Aid and Admissions offices around outreach.

The college continues to have a $2-million-dollar budget shortfall through the June 2020 fiscal year. There has been a 9% decrease in enrollment, when only a 3% was expected. There is zero growth expected based on K-12 projected numbers. Administration asked for $800,000 in permanent reductions and to date $721,000 have been found. Several positions are being vacated and will not be filled. We will be moving out of the Gilbert Building and partially moving out of the Craik Building, saving $120,000 in rental payments. Adjunct hiring is also being reduced. There is still a $1.15-million-dollar gap in the budget for upcoming years.

The legislature has allocated $2 million this year and $38 million next year for Guided Pathways, and we will receive approximately $100,000 of those funds. There will be a 2.4% tuition increase. The Legislature also approved $20 million for nursing educators, and approved funding for other “high demand” positions. It is unclear what the definition of “high demand” positions will be, but the hope is that it will be a local decision to define it. The legislature also 100% funded foundational support, which is the 3% COLA increase.

The college has received a Sherwood Foundation grant of $200,000 to hire a Diversity, Equity, and Inclusion Officer. The grant will fund the position 100% the first year, 66% the second year, 33% the third year, and it will be up to the college to fund the position 100% the fourth year.

A FAQ has been generated, and is being dispersed regarding the shift to the 4-day schedule. The message is being distributed to faculty, staff, students, community partners, K-12 partners, and a press release will go out to the media.
Jason Selwitz asked if Jerry Anhorn’s position as Dean of Workforce Programs will be filled now that Jerry has moved into a Vice President’s role. Dr. Hickox believes that a nationwide search will be done for a permanent replacement, but in the interim administration is working on a plan to distribute his duties to those who are already in leadership roles in Workforce Education. There will be more information regarding these shifts in about a week or so.

Jason asked about if there has been a change in the allocation model since all colleges seem to be having enrollment issues. The short answer is no, there is no change in the allocation model. Highline Community College was the only community college in the state with positive enrollments, all others were negative, but there is no changes coming in the foreseeable future.

Senate Bill 5166 is a legislative mandate to accommodate religious needs. The college needs to have a policy in place by fall term, and the policy will need to be reflected in all course syllabi. There are specific criteria outlined in the bill, and copies were provided to Faculty Senate to review. A work group needs to be put together to write the policy over the summer. It was suggested that stipends may be needed for faculty to do the work over the summer.

The college is eligible for a Title 3 Grant for capacity building. The money can be used for wages, tools, software, etc. A consultant has been on campus helping to identify issues eligible for grant funding. The funds could be used to recruit those who have less than a high school diploma, only a high school diploma, some college, or who are needing to retrain.

Susie Pearson and John Hibbitts have been working with the American Dream Academy to serve second language learners where they live. The intent is to help these students gain familiarity with the college and campus resources within their communities, then transition them to campus for degree programs. Currently a program is up and running at Villa Lindo Homes and Garrison Family College. Programs are being looked at in Touchet, Dayton, Waitsburg, and Burbank.

Dr. Hickox is unsure what role Clarkston will play in this grant, but it will include Clarkston. One of our features as an institution is serving a variety of communities on two very different campuses.

There has been a lot of discussion around First Year Experience (FYE). The full implementation will happen next year, and all students will be required to take it. There are some exceptions; if a student is taking less than 5 credits, transfers in more than 30 credits, are here for enrichment purposes only, or are in a less than one-year certificate. Workforce will implement their own FYE, which will be one credit at a time to reach the three FYE Credits. This is being done because Workforce students already do credit overloads, and it will be more manageable for these students. The library has created a two credit Information Literacy class to “backfill” a student’s schedule if they need to increase their credits for the term. The library has worked hard to make this a meaningful course, and not just a filler. Advisors are encouraged to enroll their students in the course.

Fall Conference planning has begun. If anyone would like to be on the committee, they can email Dr. Hickox or Cindy Devary to get on the invite list. The Welcome back with Dr. Brandes on the Walla Walla Campus will be Monday, September 9th. He will have two sessions again, one in the morning and one in the afternoon. Dr. Brandes will be in Clarkston on Tuesday, September 10th for Clarkston’s welcome back address. The Board meeting will be in Clarkston on September 18th. The all college meeting will be on the Walla Walla Campus on September 19th, with guest speaker Joe Cuseo giving the keynote in the
morning. There will be three breakout sessions. Other information sessions will include; initiative
updates, CTC Link, and Pathways updates. There will probably be open houses again, as these were
popular last year. In essence the format will be similar to last year, and all events and sessions will be
streamed live and recorded for later viewing.

Sara Egbert asked if there could be time during the all college meeting for divisions to meet. It is nice to
start the year off with a face to face meeting. Even if it is just for introductions. Jim Peitersen asked if
there could be an information session for the new faculty contract, specifically on the portfolio and
promotion aspect. This session could also include introductions to faculty leadership in AHE, Faculty
Senate, and Governance Council.

CTC Link implementation is supposed to happen April 2020 if all stays on target, and at this point it is.
SBCTC is going live in October.

**Good of the order:**

The next Faculty Senate meeting is June 11th.

Cindy made a mothing to adjourn, Jason seconded. The motion passed unanimously and the meeting
was adjourned at 5:00 pm.

Respectfully submitted by Jennifer Vaughn

**Please note:** these meeting minutes are in draft form and have not been officially approved by Faculty
Senate. The approved minutes will replace the draft minutes once the approval is complete.