

Minutes

June 25, 2013 at 10:00 a.m. in I-122

	Present	Absent
Dr. Denis G. Wright	X	
Dr. Marie Collins	X	
Dr. Eileen DeLuca	X	
Jeff Gibbs	X	
Dr. Erin Harrel	X	
Dr. John Meyer	X	
Mary Myers	X	
Dr. Edith Pendleton	X	
Dr. Thomas Rath	X	
Michelle Fanslau	X	

I. Summer 2013 schedule of classes

- a. Summer registration numbers are down and it is a large drop this year
- b. Comparable data not available until Monday
- c. From this past Friday to Monday, they are not regaining registrations in Arts and Sciences. They are using a call list to contact those students who were dropped. Students are indicating they do not have the funds for summer registration.
- d. Dr. DeLuca had four that dropped to 12.
- e. Dr. Meyer's school dropped about 100 students. He hopes to recover.
- f. Dr. Harrel is not seeing an immediate re-enrollment. They have about 17 students per course and with lower numbers at other campuses.
- g. Dr. Wright – use good judgment when deciding which classes to cancel.
- h. Problem is when there is only one section of a class
- i. Nineteen to twenty students per class is ideal in summer classes
- j. The numbers are almost equivalent to last year. This may be where we are from now on.
- k. Is there a way to hide available seats from students so they pay and stay enrolled? Dr. Davis is working on something that may address this issue.
- l. Dr. Wright knows we have to take building programs into consideration and the baccalaureate level classes. Deans should do the best job possible.

II. Fall 2013 schedule of classes

- a. How is fall going? Slow.
- b. School of Education is keeping a log of student calls. For a while admissions was 3-4 weeks behind, but now they are a week to ten days behind. Is there a report that would show applicants, who has been processed, and who is still waiting for processing?
- c. Students have to prove residency before they are processed.
- d. Since we are an open-door school, there is no acceptance decision at the Associate's level.
- e. At Jacksonville, students were accepted and coded as out-of-state until they proved residency.
- f. Students who bring sealed transcripts are told they have to return to the school to request electronic transcripts.
- g. It is difficult for students to navigate the system.
- h. The change in residency requirements is difficult for some students.
- i. The executive summary is useful. However, it would be nice if it were separated by school.
- j. Is there anything we can do to make enrollment better?

- i. Processing of applications is slow or behind
- ii. Take the students who have applied and find out why they have not registered
- iii. Last fall, orientations were held the day before classes started, which means some orientations were held after classes were cancelled.

III. Budget increases for Fall 2013

- a. Dr. Wright will scan it and send it to everyone.
- b. What about our PR budget?
- c. What about the SPD budget?
- d. Will there be training funds for the TLC?

IV. Progress report on Baccalaureate Report for FLDOE

- a. The report is coming along nicely. We will make the deadline.

V. Update on Interest-based bargaining

- a. The process continues to go very well. Monday and Tuesday next week should be the last two sessions.
- b. Salary issues are still pending.
- c. Dr. Wright is hoping the CNA will be ratified in August
- d. Faculty rank discussions are an issue. There are mixed responses. Dr. Wright thought he wrote the language faculty-friendly, with faculty making the decisions on who would move up in rank. We may be the only collective bargaining unit that does not have rank. The only way that the rank article may go forward is a stipulation that it would apply only to new faculty.
- e. Does the new legislation say that there has to be a system for promoting or retaining?
- f. Faculty will not support changing the credit hours for science courses.
- g. Load hours versus credit hours. Does this have to go through bargaining? Credit hours go through curriculum. Load hours should follow a formula. We need to have our practices in writing. Language needs to be clarified. Load hours do not need to go through curriculum.
- h. Part-time rule
 - i. Credit hours, limit is nine
 - ii. Load hours, limit is ten
 - iii. For those faculty who are doing something else. Maybe a load hours equivalency table. A formula needs to be developed.
 - iv. Everything out of the ordinary is problematic for HR
 - v. Online faculty are not paid by Edison. Can there be an exception for these faculty? Dr. Wright thinks load has to be the same for everyone.
 - vi. Any concern for adjuncts who teach at other institutions? At this time, there is no answer. Probably based on employer.
 - vii. What do we do with exempt employees teaching? There may be the possibility for an exception. Dr. Wright prefers full-time exempt employees teach only 6-7 hours.
 - viii. What about the Conflict of Interest policy?
- i. What is Dr. Wright's thoughts on extending load for full-time faculty? Twenty one will be the number. No exceptions effective January 2014. Continuing exceptions will not be permitted. There will be a commitment for hiring more full-time faculty
- j. Any update on the Chair role? It is done. All it says is that there will be chairs. Dr. Wright hopes to work on the roles during the fall.
- k. Will department chairs and program coordinators continue to review syllabi? Supervision and evaluation is permitted. However, they cannot be the final supervisor or evaluator.
- l. An adjunct faculty member can be a program coordinator.

- VI. Dean of Pure and Applied Sciences and Dean of Liberal Arts update
- a. The search is under way for the Dean of Pure and Applied Sciences. They are hoping for interviews during the first week of August.
 - b. The Dean of Liberal Arts will now be the Dean, Arts, Humanities, and Social Sciences. The search will commence in the fall. Dr. Rath will remain the interim Dean.
- VII. Other issues
- a. Can we look at meta majors (focus tracks) for the future? There could be bachelor's degrees, certificates, AS programs in addition to the Associate in Arts degree.
 - b. Will our advising model follow focus tracks into our bachelor's degree programs? We need to give the advisors the tools to advise students.
 - c. The website can help when promoting more than one program.
 - d. We should not miss an opportunity to remind people about our re-accreditation.
 - e. Credit review committee
 - i. Dr. Wright hopes that repeat issues will be more automatic.
 - ii. Problems with changes in curriculum. Make sure everything is taken care of at the same time.
 - iii. Programs need to match the state frameworks.
 - iv. Problems with credits short for graduation.
 - v. Special topics courses to help with shortages in core areas.

The next meeting will be Tuesday, July 9, 2013 at 10:00 a.m. in I-122