

Faculty Senate
Meeting Minutes
Feb. 12, 2009

Present: Mike Avery, Victor Pareja, Shana Gartlan, Mitch Pietras, Susan Pate, Shawn Friend, Gail Besaw, Margaret Overbey, Tom Swain, Joanne Pinkston-McDuffie, Barry Gibson, Rachel Owens

1. Meeting was called to order.
2. Treasurer's report: There have not been any transactions for the month, so our Faculty Senate Budget account remains at \$875.00. Two more faculty members paid their voluntary \$10.00 dues in January, giving us a balance of \$441.00 in the Credit Union account. The Faculty Senate Clock Tower Fund has received an additional \$25.00 of faculty contributions. This gives us a total of \$129.96. Please continue to donate through the Daytona State Credit Union! The account number is 7805.
3. Committee reports:
 - a. Faculty Development: no report.
 - b. Teaching and Learning: has not met this month.
 - c. College Connections/College Experience: no report.
 - d. Nominations and Awards: Nomination time is here. See the new business item below.
 - e. Student Issues: The committee would like to know if it is possible to move the link to the library website to Quick Links on the Daytona State homepage. The students cannot find the library website from the Daytona State homepage. The library has also been trying to achieve this for some time, and Michelle McCraney has been working on getting that done.
 - f. Technology Committee: nothing to report.
 - g. Social Committee: plans for the Daytona Cubs event are underway.
 - h. Publications and Communications: has not met this month.
 - i. Salary and Benefits: Salary and benefits issues are moot under the current financial conditions.
 - j. Clean Air Committee: no report.

- k. Bylaws Committee: is finished with their work for this year.
4. Old business: There will be no release time or stipend for Faculty Senate President in the near future.
5. New business:
- a. **From Organizational Development:** A new faculty development web page will be available soon. It will include new faculty training, resources, teaching tips, Faculty Senate information, news of faculty publications, D2L information and training, information on portfolios, policies/procedures, workshops, achievements, grants, spring and fall planning, and more. Only employees will have access, and this does include adjunct faculty. These additions were suggested: make sure it is searchable, have information for adjuncts, and information on deadlines for the academic calendar, etc.
 - b. **In load vs. overload for online courses:** According to Frank Lombardo, the decision as to whether a face to face or online course is considered overload should be made based on whatever is the most beneficial to the faculty member. You cannot be forced to make an overload class an in load class, and vice versa.
 - c. **Online course materials:** If you develop materials for use in a Daytona State class, or develop a course for Daytona State, those materials belong to Daytona State, not the instructor. Anyone else in the department can use them. There is not an up to date policy in writing, and there needs to be one.
 - d. **Budget:** For this year we are still doing okay. The required 5% reserves will actually be around 8.5%. The administration anticipates a 10-15% cut from the state next year. Rand Spiwak is meeting with cost center managers on 2/13/09 to discuss ways to cut expenses. Lottery sales are way down and our take from lotto money is down 25%. Bright Futures scholarships are taking more and more lottery money, and not as many people are playing. We may get a 6% increase in tuition and a 0-11% increase in fees. Forty-two percent of our income is now tuition, and it has never been so high. Fortunately, enrollment is still up. If it goes down, we will have a big problem. It was discussed that the school could do a better job of

marketing our lower tuition when compared to anyone else in the area.

- e. **Please nominate someone for Faculty Senate awards:** The following awards are open: Outstanding Adjunct, Faculty Advocacy, Instructional Support and Encouragement, Research and Professional Development, Student Advocacy, and Teaching Excellence. Check your email for the nomination forms.
 - f. **It is also time to nominate candidates for next year's officers:** Nominations will be accepted through 3/1/09. We would like to hold elections ASAP so the new president has a chance to shadow Barry for a while. For anyone who is planning to apply for promotion to senior professor, this is an excellent opportunity to obtain a leadership position.
 - g. **CCSSE survey:** You may be asked to have your students complete this in one of your classes. It is very important for us to participate in this national survey of student engagement.
 - h. **Basketball game for MIRC:** Daytona State faculty are going to take on Embry-Riddle faculty in a basketball game, which will raise funds for the Multicultural and International Resource Center.
 - i. **Falconmail:** We are not going to be able to forward our Falconmail to another email account any more. If you already have this in place, you may or may not have had your forwarding discontinued. Check your Falconmail to see if you have any unforwarded mail.
 - j. **Wearing caps as part of graduation regalia:** Mike Avery suggested that since we are now a four-year college, we should consider wearing caps with our gowns at graduation. This is the practice at most colleges and universities. The suggestion was not met with great enthusiasm; many faculty members have lost or tossed their caps long ago.
6. With no further discussion, the meeting was adjourned.

Respectfully submitted,

Rachel Owens
Faculty Senate Secretary