

Arizona Western College Faculty Senate  
March 11, 2024, Meeting Minutes  
Zoom

Senators:

Present: Lee Altman, Daniela Ayala, Brian Beeles, Bill Blomquist, David Burris, Dr. Trisha Campbell, Herman Carroll, Lorayne Chandler, Dr. Kristine Duke, Trishia Estes, Dawnelle Franklin, David Kern, Dr. Monica Ketchum-Cardenas, Aaron Koopman, Dr. Eric Lee, Tracy Macdonald, Francis Martinez, Clayton Nichols, Jayme Post, Ann Wilkinson, Dr. Umaru Zubairu  
Absent: Dr. Hikmet Budak, Aman Ghebremicael,  
Quorum present? YES

Others Present:

David Kern, Luis Martinez, Ila Peterson

Proceedings:

Meeting called to order at 3:05 PM by Eric Lee, President

Old Business

I. Faculty Qualifications Next Steps: Update

Eric met with Reetika Dhawan and Assoc. Deans in regard to dual enrollment. Every Arizona Community College requires eighteen credit hours in graduate credits to teach. CTE faculty requirements are not included because there are external industry certifications required.

II. IEC/New Faculty Orientation Update

Ila Peterson attended the faculty senate meeting to describe what she would like to do in helping faculty with training and professional development. Ila asked for input for future training and professional development. Ila is also looking to find ways to provide additional incentives to faculty.

III. Entrepreneurial College Representation

New representatives from EC: Trishia Estes, Tracy MacDonald, Dawnelle Franklin and Herman Carroll

New Business

I. Textbook Task Force – Need Faculty Representation

- a. Timeline of date for textbook adoptions
- b. Update to the instructions for textbook adoptions with “how to” video
- c. Policy on adoptions for sections that are “Staff” or adjunct faculty

- d. Final confirmation on when textbook vouchers are issued from financial aid office, but also detailing issues from specialized scholarships or grants that can handle textbook vouchers.
- e. Culture shift to expect students to have textbooks by day one of class.

Please push this at your division meeting to help find additional faculty members. Faculty members cannot add books when they are labeled “staff”.

## II. Common Hour Issues

A number of committees are being held outside of common hour times when faculty cannot attend.

Jayne Post motioned for senate leadership to meet with VPLS and EC CEO for help defining common hour issue. Motion was seconded by Lee Altman and unanimously approved. There is a need to ensure committees are chartered.

## III. Adjunct Faculty Compensations

If adjunct faculty have additional responsibilities such as required training, adjunct faculty should be compensated.

## IV. Two-Year Scheduling Issues

Having faculty listed as staff is confusing to students and disrespectful to faculty/adjunct faculty.

There are issues with scheduling being modified after submitted from Division Brian Beeles motioned for faculty leadership to discuss with VPLS. Monica Ketchum Cardenas seconded and was unanimously approved.

## V. Good of the Order

Kris Duke is working on having tacos for Graduation. Need to include all AWC personnel working graduation.

OLTC – committee working towards an effective product

Move to adjourn meeting by Kris Duke, seconded by Ann Wilkinson, unanimously approved.