

FACULTY MINUTES
Toccoa Falls College
August 22, 23, 24, 2007

August 22, 2007

Opening:

B. Bellefeuille welcomed everyone. B. Claytor gave the opening devotions from Matthew 16:13-18.

Announcements:

1. School Directors introduced new faculty:
 - Bible & Theology – Rev. Fred Sylvester; Mr. Christopher Vena; Mr. Kevin Burris
 - Music – Dr. You Ju Lee
 - Arts & Sciences – Dr. Rick Thomas
 - Mr. Gordon Roedding and Mrs. Cheryl Roedding – Missionaries-in Residence

Report of the President:

Dr. Wayne Gardner spoke on the following areas:

1. Vision Statement: Toccoa Falls College will be known as a premier Christian College that uniquely integrates biblical truth, academic excellence, and intentional spiritual formation with a caring Christian community.
2. He gave results of a survey with positive and negative statements from students. Excellence is our standard.
3. A list of accomplishments was given.
 - New terrace dorm is completed
 - Forrest hall B-wing renovation
 - Dining hall has been renovated
 - Beautification of the campus
 - Beulah cottage has been taken down to make room for future dorm space
 - Additional paving will be done
 - Replacing of Earl Hall's roof
 - Work on the water and sewage systems
 - Working on the capital campaign primarily library funding
 - Purchased new weight training equipment for the gym
 - Covenant Eyes – a computer monitoring system will be required
 - Signed 2 agreements: American College & University Presidents Climate Commitment; EPA Region 4 Audit Agreement – making a difference in caring for the environment

Dr. Gardner's vision for TFC:

1. Servant Leadership; meeting with accountability group and school directors; listening; proactive
 - Values people
 - Develops people
 - Builds community
 - Displays authenticity
 - Provides leadership
 - Shares leadership
2. Integrity in spiritual formation; intentional spiritual formation in a freshman course
3. TFC Center for Leadership & Spiritual Formation
 - a. Conduct research
 - b. Offer both off & on-site consultation
 - c. Work toward reconciliation

Report of the Vice President for Academic Affairs:

1. B. Bellefeuille gave a brief report on her personal history.
2. Report of direction of TFC in academic area:
 - Solomon's David settled the land; D. Reese took the college through some tough times and "settled the land" for her to develop and grow
 - Do not want to overemphasize new majors to the detriment of losing our Bible focus
 - Not to say that a certain number of Bible hours insures our effectiveness
 - Need to keep the direction moving forward.
3. What does dean expect of faculty:
 - Faculty of excellence
 - Commitment to own school & department
 - Time spent on committees to help the growth of college
 - Be physically on campus; face-time with students; change the handbook to reflect practice of office hours
 - Emphasis on 3 initiatives already begun
 - Faculty development
 - Effective evaluation
 - Moving from 9 schools to 3
 - 3 areas of updating
 - Faculty handbook
 - Task force to "clean up" committees
 - Examine the Bible Core

W. Gardner gave a brief financial report:

1. Salary increases
2. TSA pay back
3. Bottom line operations came in balanced

P. Fisher gave an IT report:

1. All campus will be on Office07; classrooms are on Office07 already.
2. At 1:30 today and Friday, in the computer lab, Rick Griffin will give an update on Office07.
3. Computer labs all have Vista and Office07
4. We can offer a disc to download Office07 on home computer
5. Dell agreement (delluniveristy.com) – 12% discount if you want to buy a new computer
6. Wireless access in all main resident halls and most of terrace houses; available in cafeteria, Frosty Jo's and the library.
7. All main classrooms are now smart rooms
8. New faculty will get black box key and instructions on use in classrooms
9. Old faculty – pick up key in media center
10. New icon will be available that says “chat with the help desk” for problems or questions.
11. All classrooms will be set up to log on to the network – roaming privileges; be sure to log off when leaving classroom – coming in the next month
12. Clickers are available to check out from the media center.
13. Teacher Ed has an electronic white board. Stop by for a demonstration.

P. Howard gave a Professional Development Report on Teaching as “muddling through.”

R. Griffin gave a presentation of Power Campus

S. Kaye announced the faculty dues of \$7.

August 23, 2007

P. Fisher opened with devotions with the title *Of Mice or Moles?*

B. Bellefeuille gave some prayer requests:

- Keitha Phares is having a hysterectomy. Surgery is August 31.
- Bill Farley is with his sister who is in very critical condition.
- Babies born: Wanner, Vickers, Shelton, Burris; on the way - Gilbert, Clements

E. Dunagan opened in prayer.

B. Bellefeuille gave a SACS update.

- SACS timeline – compliance certification due March 15, 2008., (Chart below)
- We are currently in the writing process; a target draft has been done and documents have been added to it. A website has been put together. We are scanning all faculty transcripts. Dr. Carla Sanderson is our SACS consultant.

Business meeting:

B. Bellefeuille presented a motion regarding changes to the Faculty Handbook.

1. The current statement reads as follows:
Any changes or deletions of policies or guidelines listed in the Faculty Handbook are subject to the approval of the President's Cabinet in conjunction with the Board of Trustees.
2. Two versions of an updated statement were presented by D. Reese and J. Fliger.
 - *Editorial and minor changes in the Faculty Handbook may be made at the discretion of the VPAA with approval of the faculty. Other changes in the Faculty*

Handbook, such as additions or deletions of policies and guidelines, are subject to the approval of the President's Cabinet. Major changes in policies, especially those with budgetary implications, are subject to the approval of the Board of Trustees as well as the President's Cabinet.

- *Editorial changes in the Faculty Handbook may be made at the discretion of the VPAA with approval of the faculty. Other changes in the Faculty Handbook, approved by the faculty, shall be reported to the President and the Board of Trustees.*
3. There was discussion regarding the following:
 - Who determines what is “minor?”
 - The time frame of waiting for the board to meet
 - This assumes the president is given all the changes.
 - The board does not want to be involved in minor changes.
 - The president is key to the policy being effective.
 - There is some concern that the faculty can make any change and only have to report it.
 4. D. Reese made a substitute motion to the original statement; G. Elkins seconded. This motion was deleted.
 5. Return was made to the motion by J. Fliger and seconded by D. Collier for the revised statement to read as follows:

Editorial changes in the Faculty Handbook may be made at the discretion of the VPAA with approval of the faculty. Other changes in the Faculty Handbook, approved by the faculty, shall be reported to the President and the Board of Trustees for review.
 6. This motion was passed.

G. Elkins gave a presentation of the “clicker.”

M. Ritchey gave a human resources report.

J. Gangel gave a report on spiritual formation.

- Faculty staff chapels: Sept. 7; Oct. 8; Nov. 2
- Barnabas group facilitators needed; meeting scheduled for Sat. Aug 25 at 7:00 in CED 9&10.
- Katie gave a request for two prayer opportunities: 24/7 prayer – sign up for an hour; One Accord prayer in Williams Chapel on Wednesdays from 12:15-12:45 p.m. Each week will have a focus of one school.
- Crown Financial Seminar on Sat. Sept. 8 in Grace Chapel. \$15 per person.

B. Matko gave a report on Student Ministry.

K. Vickers gave the Registrar's report.

S. Kaye made some requests of the faculty regarding syllabi, schedules, and transcripts.

B. Hyndman, J. Fliger made short announcements.

B. Bellefeuille reminded everyone of the faculty/staff dinner at 6:00 p.m.

August 24, 2007

B. Quarterman brought devotions on his greatest fear – his reaction to change. He asked us to be intentional in fostering community. Love one another; intentional refusal to fly solo.

C. Gilbert gave a Professional Development Report on Significant Learning.

D. McCarthy gave a report on IDEA and TracDat.

D. Scully gave a report on Student Affairs and Residence Life.

N. Hyndman gave a report on Center for Academic Success. Jessica Adcock is the new student supervisor.

P. Fisher gave a report on the Library.

J. Gailer gave an update on Admissions.

Announcements:

- 1:30 p.m. in MH7 – demonstration on the electronic white board
- New faculty will meet with Kelly at Noon today.
- B. Bellefeuille presented some of the changes and options for faculty on the website.

B. Bellefeuille closed with a prayer of dedication.

Respectfully submitted,

Sharlene Kaye
Secretary to the Faculty
Toccoa Falls College

SACS Schedule

Compliance Certification due	March 15, 2008
Off-Site Peer Reading Conducted	May 16-20, 2008
SACS staff member provides results	2 weeks following off-site review
Institution submits Focused Report	6 weeks before on-site
Quality Enhancement Plan due	6 weeks before on-site
On-Site Review Committee	Between September 19 and October 28, 2008
Decision by Commission on Colleges	June 20-22, 2009