FACULTY SENATE

UNAPPROVED Minutes for Meeting #3 of FALL 2026

Friday, November 6, 2026

Members in Attendance: Laci Alexander, Wayne Beadles, Shonee Bullin, Erica Castillo, Tori Hall (Vice President), Megan Keith, Nancy Smith (Secretary), Jimmy Stratton, Jackie Underwood, Erika Warnick (President)

Absent: Laci Alexander, Melissa Cavazos, Jennifer Steffey, Katheryn Townsend

Quorum is met

Guests in attendance: Drs. Satterwhite and Gibbs

Meeting Called to Order at 8:31AM

October Meeting Minutes approved without changes – motioned by Tori; Seconded by Jackie

Dr. Satterwhite addressed the Faculty Senate on the following topics:

i) an explanation as to how the SPC budget works and factors that impact the fluidity including (but not limited to): rising health insurance for employees, monies allocated/predicted by the THECB, mandated tuition freeze, donations, and SPC reserves of *Capital Improvement*s. SPC does not take from employee salary to fund projects.

ii) there will be a Legislative session in January

iii) the positive relationship between he and Dr Gibbs:Faculty Senate

iv) if any employee every has any questions, Dr. Satterwhite has an open door and encourages conversations to discuss questions

Dr. Gibbs addressed the Faculty Senate on the Faculty Senate Agenda Topic of faculty Blackboard creations:

- Per the Faculty Handbook: **4.14.2 Ownership of Intellectual Property, Copyrighted or Invented Material (Board Policy DBD),** all creations in SPC Blackboard for classes, become the property of SPC. However, there is recognition to the fact that, out of common courtesy, when a Chair gives employees the blackboard content of another faculty within the department, this should be preceded by a conversation and communication. Dr. Gibbs will approach the Deans to reiterate the suggestion to communicate to the faculty before doing so.

Thank you Drs. Satterwhite and Gibbs for your attendance at today's meeting

AGENDA ITEMS:

- (9/4/2026) All Faculty Email
  - SPC does not have an all-*faculty* email. The "All@SPC" distributes emails to both faculty and staff. It was suggested that there be a separate all-faculty and all-staff email.
  - (10/2/2026): Drs Satterwhite and Gibbs are open to this idea. Talks need to take place with IT and others as to how to create this. They are in progress.
  - ***This Meeting (11/6/2026):*** There is now an email to use if wanting to send an email to all FT and PT Faculty [only]: *Faculty@southplainscollege.edu*. As a reminder, the "All@ ……." distributes an email to faculty, employees, and adjunct. ***(Topic CLOSED)***

- (9/4/2026) Process for obtaining topics for meetings
  - In the past, faculty/staff would contact their department rep for submitting topics for the Faculty Senate agenda. With the new set-up, Faculty Senate no longer has *department* reps, but rather *Division* reps. What is the best way to collect agenda items? Suggestions included Faculty Senate email, Faculty Senate Blackboard shell, Teams forum, Link on Faculty Senate Webpage within SPC ***(Topic OPEN)***
  - Reminder: Agenda items are due by Wednesday the week before Faculty Senate scheduled meetings
  - ***This Meeting (10/2/2026):*** Erika presented some Best Practices as a guideline as to how Faculty Senate should accept and address items to add to the agenda. All were involved in the discussion. A possible guideline for those wishing to submit topics could be a checklist similar to:
    - ***Is the item based on truth (vs gossip);*** **is it fact-based?**
    - ***Is it fair to all involved?***
    - ***Will it build goodwill and community?***
    - ***Will it be beneficial to all involved?***
    - ***Did you go to proper chain of command and what was the outcome?***

  Additionally, it was encouraged that anyone wishing to submit a topic for Faculty Senate must seek out a Senator and/or be available for clarification and explanation. If adopted, we will send out the guidelines and a list of Senators to all Deans to submit to the Chairs along with the role of Faculty Senate and allow them to share with their Departments.

  A motion to accept these 5 guidelines was made by Jackie; seconded by Wayne - as the new framework for considering topics and issues.

- ***This Meeting (11/6/2026):*** Dr. Satterwhite liked and approved the new Topic Form checklist. Copies were distributed to all Senators. Erika will notify the Deans ***(Topic CLOSED)***

- (10/2/2026) Unauthorized Copying of Faculty Blackboard Shell
  - When an instructor puts time and effort into training, research, and creating their online Blackboard classes, can Chairs simply have their shell copied and given to another faculty member without permission and discussion – knowing too that that faculty member is earning an income on work/time/training/preparation that they did not do. Is there a policy? Is it in the Faculty Handbook? Does this work too for Dual Credit adjunct instructors?
  - Faculty Handbook 4.14 may have guidance
  - Maybe can a mentorship be made of this?
  - ***This Meeting (11/6/2026):*** See remarks by Dr. Gibbs above ***(Topic CLOSED)***

OPEN FLOOR/NEW BUSINESS:

- (11/6/2026) Policy Review
  - Erika asked all Senators to review the Faculty Senate Policy and bring comments of any edits/questions that they would like to suggest. The Policy has mandatory factors in place as per SB 37, but is there anything unclear or suggested? This will be addressed at the December meeting

- (11.6.2026) Texan Hot Spot
  - There was a request to see if Faculty Senate can address extending the Texan Hot Spot (coffee shop at the Lubbock Downtown Campus) to 7PM on some nights due to evening classes. ** Since this is owned by Texas Book Company, we are uncertain if this is a viable topic for Faculty Senate. Info to come at the December meeting **

Motion to adjourn the meeting made by Megan seconded by Wayne
Meeting adjourned at 9:36AM –
Next Meeting, Friday, December 4, 2026 – Levelland Campus TA221
Minutes recorded and submitted by Nancy Smith, secretary
Pending approval at next meeting