

Faculty Council Standing Committee Report

Committee: Workforce Committee

Co-Chairs: Tonya McMillion and Karina Taylor

Reporting Period: November 2025

Summary of committee's work since its last report to Faculty Council:

We met virtually on November 14, 2025. Two representatives from District Wide Scheduling (DWS), Craig Leverette and Meredith Wang, joined us to answer the following questions:

- How does district wide scheduling happen?
- How are classrooms assigned, for example when we need specific software in the room?
- "How does DWS determine times for new courses, such as when changes to the curriculum are made?".

Summary: "DWS is data driven via analytics in Ad Astra. They make a recommended schedule, which is sent to all divisions for review during the “engagement period”; questions/corrections/input can be sent to DWS from the Deans through the portal. Deans can communicate requests regarding specific classrooms to the DWS schedule builders by using the room database. The purpose of DWS is to “Create a schedule that allows students the AND instead of the OR”.

- Meredith Wang demonstrated how to find and explained the widget in Cougar Web that has informative resources and faculty resources with an FAQ and calendar for DWS timelines.
- Meredith stated that DWS gets FYled when the course is finalized and collaborates with the division to ensure the course fits into the schedule with the degree plan being offered.

We also discussed COE Funding for Professional Development (action item from the previous meeting).

- COE responded to inform us that meetings are only open to elected members of the COE, and we will not be able to attend.
- The main concerns our committee have:
 - Possibility of "non-academic" certifications, trainings, competitions, etc. to be valued on the peer review
 - Professional development funding request review and allocation

- Workforce representation within COE

The response from COE was shared with the members:

- They assured us they represent and support all faculty at the college.
- They remind faculty to add details in their appraisals to clarify those items that are not known to academic reviewers, and stress that faculty need to advocate for themselves, showing how their item helps support their teaching, professional development, etc.
- COE has already begun tracking professional development requests and funding to academic and workforce faculty to ensure that faculty are being supported across all areas.
 - So far, as of September 1st, approximately \$71,000 has gone to support academic faculty for professional development travel and approximately \$29,000 has gone to support workforce faculty.

Action item: Bill will investigate the ratio of workforce to academic faculty in total.

Action item: Landon will create a document explaining/proposing the difference between a one-time training (which should be considered professional development to COE), opposed to an annual renewal/training that should be paid for by the faculty member's department.

Lastly, regarding Faculty Rank, we have created a document for Workforce Faculty to use to add criteria we feel are valuable and should be considered for the ranking process. We will send this information to a committee member to compile to see if there are similarities among us.

Action items completed since last report to Faculty Council: We had DWS visit with the committee to address concerns with scheduling, and received a response from COE regarding concerns for Workforce professional travel funding.

Members who have been contributing to the work of the committee since the last report to Faculty Council:

Tonya McMillion – Video Production (Frisco Campus)
Karina Taylor – Vet Tech (Wylie Campus)
Leslie Teal – EMS (McKinney Campus)
Nadia Bilal – Cybersecurity (Frisco Campus)
Tammy Bennett – Construction Safety (Technical Campus)
George Malone – Fire Science (Public Safety Training Center)
Bill Kukula – Real Estate (Frisco Campus)
Gage Waggoner – Paralegal (Plano Campus)
Ann Cervantez – Computer Applications (Frisco Campus)
Landon LaRocque – Welding (Tech Campus)

Julie Taylor – Sonography (McKinney Campus)

Amy Wilson – Dean of Nursing, Administrative Liaison

Actions items that are still pending, ongoing subcommittee work, etc.: Leslie Teal is compiling submissions of criteria we feel is valuable and should be considered for Faculty Ranking; the committee will discuss the submissions during our next meeting to look for similarities among the disciplines.