

**Collin College Faculty Council
Meeting Minutes
September 25, 2009**

Call to Order: Regular meeting of Faculty Council was called to order by President, Dr. Peggy Brown, at 1:45, at Courtyard Campus.

Roll Call: All representatives were present except for the following: Marilyn Massey (substitute, Martha Tolleson); Dawn Richardson (substitute, Mindi Bailey); Kay Mizell (substitute, Joan Kennedy).

Minutes: Dr. Brown asked the secretary for minutes from the last Faculty Council meeting. Paula Miller moved to dispense with the reading, seconded by Jon Hardesty. None opposed. Motion passed.

Treasurer's Report: Paula Miller

Remaining \$770 paid toward \$1250 owed for last spring's commitment to Collin Cabaret.

Faculty Scholarship: \$481 plus \$225 collected today

Sunshine Fund: \$241

Vice President's Report:

Joan Kennedy explained the impact on faculty of HB 2504. The state mandate for more transparency requires that higher education institutions (other than a medical or dental unit) place the following items on their Web site: course syllabus, major assignments, a curriculum vitae of each regular instructor, required and recommended reading lists, subject matter of each lecture or discussion, and department budget for every undergraduate course offered. The information is to be searchable and remain on the Web site for at least two years. Accessing the information should take only two clicks and must be posted on the college Web site by September of 2010.

Special Report:

Margaret Yates from the Collin Foundation thanked faculty for their support of the spring Collin Cabaret. The community appreciates faculty commitment to support student scholarships. The Cabaret raised \$300,000 and awarded 309 scholarships. Next Cabaret will be at the Eismann Center on February 17 and will focus on Collin's 25th anniversary with fine arts productions. Faculty and staff will participate. Yates invited faculty to participate in the 2010 Cabaret with a \$2500 table sponsorship, stating that the total could be split between faculty scholarships (\$1250) and Cabaret scholarship fund (\$1250). Faculty sitting at the table will pay their own way so that all of the money will go for scholarships.

Committee Reports:

Technology: George Jackson

George reported that the committee met to define topics to address over the semester as well as into summer.

Committee is aware of issues concerning Blackboard—no changes in Version 6, but we have gone through a learning curve and are faced with upgrading. UTD is using Version 8, with fewer problems. Groupwise has issues with junk mail from faculty and staff—we are examining how to diplomatically curtail this. IT is forming an emergency plan in case the college must close for a period of time. Tom Rodgers heads the committee, which is examining how many online Blackboard courses exist. Gifted people are creating Blackboard courses to assist in emergency; however, the plan is fraught with numerous issues. Rodgers' committee will meet again on November 6.

Peter Dawson inquired into the people on OAB and stated that the rubric for approval focuses on how to teach not what to teach. Another faculty member stated that this could be an academic freedom issue. George responded that the rubric needs some review. Sherry Schumann will attend the next technology committee meeting. Mike Cohick stated that the denial of access to Blackboard for some students needs to be addressed. Paula Miller explained that another issue arises when some student's e-mails are omitted from Blackboard class roster, normally an input of student information problem. George indicated that several guests will meet with the committee throughout the year to address problems. He explained that conflict issues exist between Banner and Cougarweb and that UTD has trashed Banner.

College Policy: Mary Milford/Barbara Lusk

Mary thanked the ad hoc committee who addressed the resignation policy issues this summer. The harsher penalty for not complying with college guidelines was removed. The current penalty remains the

same as in the past—a notation placed in a faculty file. The only change is the resignation date, which must be by March 2.

Faculty Council Procedures and Nominations:

Dan Lipscomb volunteered to chair this committee.

Collin Community:

No report

Academic Freedom:

No report

Council on Excellence: Martha Tolleson

The new form for travel is posted on the COE Web site. Peggy Breedlove and Todd Fields are working on a form to address faculty audits of classes. Faculty who are eligible for a multi-year contract need to submit their Self-Evaluation and Board Report forms to the deans by October 15. COE will review and edit Board Report forms in February and March. Faculty need to be prepared for some revision if the Board Report is returned. COE cannot anticipate last minute changes in required Board Report information.

All College Council: Adrienne Donaldson-Steverson

No report

President's Report: Dr. Peggy Brown

- APT is promoting a research proposal led by students
- APT is examining problems with the startup on the first day of school
- Sonja Andrus and Cathy Whitney clarified the APT issue of faculty summer load—no change in procedure for the deans
- International travel document has been approved by APT and will go forward—only for faculty travel, not for student trips or study abroad. Dallie Clark asked if this would be covered by COE funds. Peggy answered “yes.” Cathy Whitney asked if the document was approved. Peggy stated that the lawyers still have the document and it will have to be approved by the Leadership Team and the President.
- APT concerned about increasing costs for custom publishing because of ancillaries
- New state bill requiring transparency for higher educational institutions must be implemented 2010
- The North Texas Community College Consortium provided a recap of the 81st Legislature policies—consult FC Web site for new policies
- Drop for non-payment policy needs to be addressed—discussion continues

Old Business: There was no old business

New Business:

Paula Miller discussed FC participation in the Collin Cabaret Scholarship event at the Eismann Center in February, stating that faculty support for this establishes good rapport with the community. After discussion, she moved that Faculty Council participate in the Collin Cabaret Scholarship event in February, giving \$1250 to the Cabaret and keeping \$1250 for the Collin College Faculty Scholarship fund. Faculty attending would pay for their own meal. John Glass seconded the motion. No discussion. Motion passed with 15 in favor, none opposed.

Peggy indicated that Dale Walker, faculty member with an LL.B. degree, apprised her of International Student Law under the Patriot Act, which requires that faculty report any international students who are registered in but not attending class. To the comment that we don't know who our international students on study visas are, Peggy answered that Dale had told her it was an administration issue, responsible for flagging these students. Martha Tolleson stated that this is a Banner issue.

Bill Ardis reported that proportional representation for Faculty Council is skewed. Two forms exist—Provost numbers and HR numbers. CPC is under represented, while SCC is over represented. Three options exist for reallocation. Peggy referred the question to the Committee on Faculty Council Procedures and Nominations headed by Dan Lipscomb.

The next meeting will be at the Preston Ridge Campus on October 23 at 1:00, (F 148)

Adjournment: Motion to adjourn by Raja Khoury and seconded by Bill Ardis. None opposed. Motion passed. Meeting adjourned at 3:00.

Faculty Adjourned for Group Collaboration on Visionary Questions

Minutes submitted by: Dr. Joan Kennedy

Preliminary approval of the minutes by: Dr. Peggy Brown

Final approval of minutes: George Jackson moved that we suspend the reading of the minutes and approve them as amended. John Glass seconded the motion. None opposed. The minutes were approved as amended, October 23, 2009.