

Collin College Faculty Council
Meeting Minutes
November 20, 2009,

1. **Call to Order:** Regular meeting of Faculty Council was called to order by President Dr. Peggy Brown at 1:10 after the Chili Cook-Off at CPC
2. **Roll Call:** Shellene Foster was the proxy for Raja Khoury.
3. **Minutes:** Dan Lipscomb moved to approve the minutes of the last meeting; Lupita seconded.
4. **Treasurer's Report**

<u>Named scholarship requires \$1,250:</u>	<u>Collected</u>	<u>Need</u>
Collections for 2009-2010 Faculty Scholarship	<u>\$782</u>	
Amount still needed \$1,250 - \$782=		<u>\$468</u>

Cabaret commitment for Spring, 2010, \$1,250 (excludes cost of dinners to be paid by those attending):

Amount collected on this pledge	<u>\$214</u>	
Amount still needed \$1,250 - \$214=		<u>\$1,036</u>
Sunshine Fund	\$241	

5. **Vice-President's Report:** On Oct. 23 and 24, Dr. Joan Kennedy attended Texas Council of Faculty Senates in Austin. The group meets twice yearly to address faculty issues for higher education—universities, and colleges. Community college representatives were invited to attend the meeting. Joan was one of three community college representatives. The others were from Wharton and Blinn. Chuck Hempstead from the Texas Association of College Teachers (TACT) spoke on shared governance as an ongoing issue in higher education. Peter Hugo from the American Association of University Professors (AAUP) also reminded the group that shared governance and tenure issues are critical in higher education. Catherine Parsonneault from Coordinating Board in Austin updated the group on transfer issues and college and career readiness standards that groups are addressing. She is a strong faculty advocate. She stated: "It is the policy of the Coordinating Board to develop and promote programs to facilitate student learning but not trample on academic freedom. The Coordinating Board continues to respect and utilize faculty expertise." Assistant commissioner Stephenson from the Coordinating Board reported on HB 2504, stating that the THECB is taking a minimalist approach to the part of the bill that addresses placing student evaluations of faculty online. The bill states that institutions need a "plan" for implementing access to evaluations. As long as each institution has a "plan," that is sufficient for TJHECB. All representatives gave a report on developments and issues at their institutions. Tenure issues and shared governance were predominant themes. Joan reported on the opening of the Collin Higher Education Center. Three participating institutions reaffirmed the importance of such a facility—Texas A&M-Commerce, UTD, and the University of North Texas. Dr. Kennedy met one professor of counseling from Texas A&M-Commerce who will be teaching at the facility in January.

Marianne Layer, the new dean of H&C, will work on the implementation of ideas on HB 2504.

Dr. Brown encouraged the faculty to volunteer to be on the committee.

6. Paula Miller explained the initiative that Steve Hardy introduced. The plan simply offered a design for giving connected to the 25th anniversary.

7. Committee Reports

Faculty Council Procedures and Nominations: Dan Lipscomb, no report.

Teaching and Learning Betsy Brody and Dawn Richardson, co-chairs, no report.

Technology Committee George Jackson

An Emergency Planning Team has been formed, and George has been appointed by the College as the Chair of the Emergency Response Team (ERT). The purpose is that should some emergency befall Collin College necessitating the closing of the district or a campus for an extended period of time, the College intends to move 100% of all classes online. The charge is that this will occur with minimal impact on the students. The progress is that the group is currently organizing the ERT, hoping to have 20 members; they have asked 32. The plan is that the ERT will be organized in sub-teams, one for each academic division. The members of each sub-team are most familiar with the faculty in their own division and the course materials that needs to be online. If called into service, each sub-team will focus primarily on getting their division up and running and hope to build a lot of flexibility so that 1) sub-teams can get additional help from other sub-teams instantly as needed, and 2) sub-teams can provide help to other sub-teams if not as busy as anticipated. The Emergency Planning Team, headed by Tom Rodgers, is currently working on a plan to identify the faculty who will need help in getting their courses online. If any of the FC members feel that they would be able and willing to serve as a member of the ERT, they should please let George know. The individual will need to be comfortable with the huge commitment required and have sufficient computer resources at home to develop courses on Blackboard. Members must be willing to share mobile phone numbers with other members of the ERT, Web Services, the TLC staff, and members of the faculty needing assistance.

Under the area of Blackboard, we are currently using Campus Edition 6 (CE6) but are moving to Campus Edition 8 (CE8) over the winter break, a sort of upgrade. Faculty will probably not notice the switch. The course shells for the Spring semester have already been provided to all faculty. Blackboard Learning Edition 9 is much closer to classic BB than CE. There is a learning curve involved in switching to BB Learning. The current plan is to wait until the 9.1 comes out, probably in the Spring. We hope to begin training on BB 9/1 next summer and continue that training through the Fall and Spring 2011. We are thinking that the ideal time to move to 9.1 is Summer 2011.

The Online Advisory Board (OAB) has the following current status of OAB approval of online courses. All courses new to online teaching must go through a rigorous approval process by the OAB. All existing online courses must go through a re-review every 5 years. In both cases, all that is necessary is to make sure that the course complies with the Rubric adopted from the "Quality Matters" rubric sponsored by Maryland Online and supported by the U.S. Department of Education. "Quality Matters" is a faculty-centered, peer review-based process designed to certify the quality of online courses and online components. It has received national recognition for its peer-based approach to quality assurance for online education. The reason we care is that SACS and the Coordinating Board both require that we have methods in place to insure that our online students are receiving the same high quality education as our classroom students. By using the "Quality Matters" rubric, a nationally recognized standard, we

can point to it, and not to ourselves, as setting the standard, and that's important. The OAB is a faculty-driven, faculty-review process for our online courses, and that is important.

Collin Community Julie Turnbow Nothing to report

Academic Freedom Kyle Wilkison Nothing to report

8. **Council on Excellence** (Martha Tolleson) Nothing to report.

9. **All College Council representative** will be Sherry Rhodes.

10. **Old Business**

On the Retention The travel associated with taking students will not be reimbursed. Faculty will have to pay.

Encourage students to fill out the evaluation sent to them.

In an annual performance we keep the documentation (Cathy)

We should have other parts of the College (Chris).

New Business

President's Report

Paula has sent sympathy cards instead of flowers for any faculty loss of an immediate family member.

APT Report: MyEdu (formerly Pick a Prof) has personal information on every professor.

International Travel—Initially, the goal is to satisfy the strategic goals of college.

Dr. Brown encouraged faculty to think of ways to enhance community recognition of the quality of Collin faculty through presentations, demonstrations, etc.

Professors were encouraged to remind students to fill out online evaluations.

Retention Document Phase I is complete. Phase II is now in committee.

Text Book Rental: Chegg.com, bookrenter.com

Recap of 81st Session of the Texas Legislature; on the FC website . Dean Layer heads a committee preparing a template for the CV and a review of a plan for the implementation of HB2504

Faculty should file incident reports if you anticipate any problem from a student.

A paper trail is essential.

13. Adjournment to Special Presentation by the first of our scholarly presentations sponsored by the Faculty Council: Dr. Kyle Wilkison, speaking on his award-winning book entitled *Yeomen, Sharecroppers, and Socialists: Plain Folk Protest in Texas, 1870-1914*

Next Meeting

The next regularly scheduled meeting at Spring Creek Campus on Jan. 22 will be in the Conference Center, and Peggy needs questions for the deans. There will be a brown bag lunch.

Meeting Adjourned: Bill Ardis moved and John Hardesty seconded that the meeting be adjourned. The motion passed, and the meeting was adjourned at 2:00.

Respectfully submitted: Dr. Kay Mizell, Secretary.

Preliminary approval of the minutes by Dr. Peggy Brown