

Collin Faculty Council

Meeting Minutes

October 14, 2011

I. Call to Order

President Paula Miller called to order the scheduled regular meeting of the Collin College Faculty Council at 1:32 pm on October 14, 2011 held at CHEC, room 139.

II. Roll Call

Roll was called and 17 representatives or their proxy were present and accounted for.

III. Approval of May 2011 Minutes

Minutes of the September 23, 2011 meeting were approved as distributed.

IV. Treasurer's Report

A) \$2704.15 has been collected.

B) \$2074.15 of money collected is toward Full Time Faculty Scholarships and \$630 toward Cabaret event.

C) The Sunshine Fund stands at \$208.65.

-Treasurer reported that the Cabaret event is not occurring this year, so all money collected for Cabaret will roll-over into the Full Time Faculty Scholarship fund.

V. Committee Reports

College Policy – Mary Milford:

A. No electronic smoking devices will be permitted on campus.

B. Faculty will no longer be financially compensated for court appearances if they are appearing as expert witnesses, if they are a party in the case or it involves outside employment to the college. Faculty is requested to take a personal day for such events.

C. There has been a first reading of the electronic communication policy and a committee of Faculty Council is continuing to work with administration to make changes to make policy fair to faculty and other employees.

Faculty Council Procedures – Dan Lipscomb: Nothing to report at this time.

Teaching and Learning – Tony Howard: Nothing to report at this time. But on a different note, Tony Howard mentioned that GEO Forum II will begin to look at the general syllabi for core specific student learning outcomes.

Technology – Tebring Daly:

A. There is a new mobile website for the college.

B. A technology maintenance schedule is being discussed (every first and third Sunday from 2am until noon)

C. An Instructional Technology Committee has been formed. The committee members are: Ralph Hall, David Hoyt, Nancy Powlen, Colleen Smith, Sherry

Schumman, John Hardesty, Jennifer Summerville, Shane Ammons, Heather Webb-Losh and 2 Faculty members, Tebring Daly and Patricia Pierson). The committee's purpose is;

- to serve as a medium for communication between Information Technology and Academic Affairs on the current and new uses of technology for instruction to plan for the appropriate support infrastructure
- Research and discuss upcoming trends in instructional technology
- Identify, evaluate and recommend for implementation new instructional technology
- Review and revise procedures and parameters for technology usage
- Identify standard interfaces for instructional technology
- Review effectiveness of instructional technology
- Communication of committee decisions to the College community

Collin Community – Julie Turnbow:

- A. The committee is collecting items or money for the Meals on Wheels Harvest boxes. Contact Julie Turnbow by Wednesday October 19th to make a donation from Faculty Council Committee on Collin Community.
- B. October 28th the social justice club at PRC is raising money for End Malaria. The money will be used to purchase nets to protect people as they sleep or rest. The nets are \$6. Help us reach our goal of at least 20 nets. Send any donations to Julie Turnbow at PRC, D118.
- C. Captains are needed to lead a team to clean the highway next year. Contact Martha Chalhoub if you are interested

Academic Freedom – The new chairs of the committee are Kemal Moula & Nelson Rich. Committee Members are; Kyle Wilkison, Collin Thomas, David Cullen, Joan Jenkins, Byrd Williams, Greg Williams, Elizabeth Mellott, Fred Jury

VI. Updates from District Committees

Council on Excellence – Wendy Gunderson:

- A. COE is waiting for multiyear contract packets.
- B. COE will be reviewing the packets starting November 1st and is expecting it to take 3 weeks.

CAB – Julie Turnbow:

- A. CAB is busy with course additions/revisions/terminations.
- B. David Green presented information about Weave Online. Weave is a site where faculty may view data and print reports for courses or different areas.
- C. The next CAB meeting is Friday October 14th.

All College Council – Sherry Rhodes:

- A. There is a big need this year for the Harvest boxes, the goal is 180 boxes and the deadline is October 21st.
- B. The council is trying to build up the Holiday Wish Fund through the bake sales and contributions.

- C. Wanted to see if there was interest in the college faculty and staff manning a concession stand during a local sporting event. Faculty asked for more information before considering the suggestion.

SOBI – John Glass: There will be training sessions held on each campus. 1-3pm on Friday October 21 at SCC, 1-3pm on Friday October 28 at CPC and 1-3pm on Friday November 4 at PRC. Lunch will be provided for the first 50 people to RSVP to each event. An email with more details was sent out from Carrie Dipple.

VII. President's Report

- A. The Fall 2010 contact hour completion rate was about 92%, which is about 5% above statewide average. Changing the course withdrawal date had a major positive impact on this rate.
- B. Met with Sr. VP and she stated she would not have a faculty development session each time.
 - Discussion that there will be an All College Planning day in the spring on each campus. The VPP on each campus will decide how the day is planned out.
- C. Appointed Mike Cohick, David Cullen, Cathy Whitney, and Joan Kennedy to work with Kimberly Harris on faculty development for Spring, 2012.
- D. Discussed with Sr. VP the examination of the Chair position and proposed a panel discussion or focus groups with Dr. Smith and Chairs. Deans are working on a 2 year schedule to help students plan their classes to complete their degree. Format is still being discussed.
 - Discussion regarding how this will affect course enrollment. It was also questioned how the mandatory meningitis vaccine will impact enrollment for the spring. It was mentioned that the Coordinating Board is looking into how to interpret this requirement for community colleges.
- E. Submitted the Faculty Council resolution against mandatory orientations for new web students that was passed at the last meeting to Dr. Smith. Orientation is subject to the faculty member's discretion.
- F. Drafted Survey Monkey survey for VHS/DVD equipment usage by faculty. It was sent to Terry Hockenbrough to send out for us.
 - FC representatives suggested that the technology decision affecting instruction occurred without faculty input, knowledge or forewarning, which is an underlying issue.

VII. Old Business None

VIII. New Business

- A. Faculty/Staff Giving Campaign-Tony Howard asked that Faculty consider giving to the campaign as we have many students with great financial need.

- B. A standardized email will be drafted that Faculty Council representatives can send out to faculty members requesting their opinions of the organization of Faculty Development Week. The email should inquire if faculty would prefer to have all mandatory meetings stacked on the first three days after they return to work.

IX. Next Council Meeting

November 18, 2011 at CPC in Pike Hall at 1:30 PM after the Chili Cook Off

VIII. Adjournment

- President Paula Miller adjourned the meeting at 2:32 pm.

Minutes submitted by: Dawn Richardson

Preliminary approval of the minutes by: Paula Miller

Final approval of the minutes on: November 18, 2011

2011-2012 Scheduled Meetings (lunch at 12:30 PM, RSVP to Mindi Bailey). Meetings begin at 1 PM unless otherwise noted:

Date	Place
November 18, 2011	CPC, Pike Hall, 1:30 PM
<i>December 2, 2011</i>	<i>SCC, Conference Center DE ~ Cancelled</i>
January 20, 2012	CHEC, Board Room 139
February 24, 2012	CPC, Conference Center A
March 23, 2012	SCC, Conference Center AB
April 13, 2012	PRC, TBA
May 4, 2012	SCC, Conference Center AB