

Collin Faculty Council

Meeting Minutes

November 18, 2011

I. Call to Order

President Paula Miller called to order the scheduled regular meeting of the Collin College Faculty Council at 1:30 pm on November 18, 2011 held in Pike Hall, CPC.

II. Roll Call

Roll was called and 16 representatives or their proxy were present and accounted for.

III. Approval of May 2011 Minutes

Minutes of the October 14, 2011 meeting were approved as distributed.

IV. Treasurer's Report

- A) \$2704.15 has been collected for the Full Time Faculty Scholarship.
- B) The Sunshine Fund stands at \$208.65.

V. Vice President's Report

- A) In response to President Israel's comments at the September Faculty Council meeting, the Faculty Council Executive Committee is working on putting together "Board Appreciation Day" in February 2012 at PRC conference center.
- B) Spearheaded by Mindi Bailey and Dawn Richardson
- C) There will be a luncheon with the Board and some Faculty including Faculty Council, and board members will visit classes.
- D) This is to get to know each other on a more personal level, not political.
- E) Any ideas are welcome.

VI. Committee Reports

College Policy – Mary Milford: Nothing to report

Faculty Council Procedures – Dan Lipscomb:

- A) The committee is working on clarifying and tightening up the language for term limits, replacing representatives in the event of a vacated seat, and addressing representatives that are on leave.
- B) Discussion included suggestions to have elected alternates and to have the Parliamentarian serve as a proxy when needed.

Teaching and Learning – Tony Howard: Nothing to report.

Questions: What is the point of CAB's new syllabus template? Why do we have a new syllabus template almost every semester? Why is all the instructor information on the second page? Does our syllabus have to look just like the template? Is having a template to standardize syllabi state

mandated? (I have sent this request to our CAB liaison, Julie Turnbow, to give us an answer next meeting.)

Technology – Tebring Daly:

- A) Blackboard 9 is very different from CE8. If you haven't gone through the Blackboard 9 training, make sure you start working on your spring courses now. If you are waiting till January, you may not be able to get the help you need to set up the Blackboard pages for your courses.
- B) You have 350 MB per course for Blackboard 9. If you need more space for a course, you will have to request it.
- C) If you need more than the allocated 2 GB of memory on the H:// drive, you will have to make sure you have no personal files on that drive before asking for more memory.

Collin Community – Julie Turnbow: (Report submitted by email prior to the meeting)

- A) The committee is planning an auction March 29th, 2012 associated with the Reader's Theater to raise money for the philanthropy project. There will be more information to follow.
- B) The committee contributed 12 nets for BuzzKill sponsored by the social justice club. The nets are protection against malaria.

Academic Freedom –Kemal Moula: Nothing to report

VII. Updates from District Committees

Council on Excellence – Wendy Gunderson:

- A. COE is working on multiyear contract review and aims to forward its recommendations to the VPPs by beginning of December.
- B. Travel money is still available. To beat the beginning-of-semester rush in January, it is best to get your requests in before the winter break.

CAB – Julie Turnbow: Report was emailed prior to the meeting.

CAB is meeting today, November 18th. Check out the website for new forms to be used now and the new syllabus template to be used Spring 2012.

All College Council – Sherry Rhodes: Nothing to report

SOBI – John Glass: No report

VIII. President's Report

- A. PE has been taken out of the CORE so some adjustments will happen. PE/Dance can still be required in degrees.
- B. Faculty workload measures for Texas Accountability System. Input sent Monday, 11/14/2011 using a coefficient with the argument that for every hour in class faculty put in 2 hours or this would give 45 hours for a faculty member teaching 15 contact hours. This resulted from questions being raised when university professors only teach 2 courses so Legislators wanting to know what faculty were doing. Tom Martin had asked for suggestions but no time between APT and due date to effectively get the word out for ideas. In case this comes up again, please send your ideas to Paula.
- C. Update for on line evaluations-

Labs Lecture Online

Spring	36%	14%	20%
Last yr.	21%	19%	19%
This semester so far			
	16%	6%	8%

Instructors need to know students can do evaluations after they know their grades. Some ideas to improve response rate are links in Blackboard and placing the evaluation in Blackboard.

- D. APT discussed policies for bumping associate faculty for teaching assignments. Dean Layer is drafting some guidelines, but it is the Dean's prerogative. They will consider it on an individual basis on long semester and summer.
- E. Meningitis vaccination clinics will be on campus in December and January to do a publicity campaign.
Survey Monkey for VHS/DVD equipment usage done and distributed to Full Time Faculty so far. Tebring Daly will take it to the Committee on Technology committee on December 5th.
New history sequence mandated which will require us to change per Mike McConachie
- F. It is being claimed that it is a SACS requirement that full time faculty are represented in night and weekend classes, as per APT discussions. Upon request Dr. Kihl sent me what she considered to be the support for the SACS requirement. Upon review, we found no support in what had been sent. Some 25% of weekend faculty are full time. At APT the consensus with Dr. Smith leading was that the Deans were to be considerate of faculty needs.
- G. Upon an invitation from President Israel, I attended the DE presentation at LT. This presentation was of interest because I had been informed previously by faculty that there was a pilot for faculty advising that had potential to go district wide.
- H. Learning Community course pairing DE with credit courses is being proposed for fall 2012 with SPCH1315(?) with COSU0300 at PRC and ENGL0315 at SCC. This was presented as required by HB1244 (Sec.51.3062., Subsection a-1, i-2,3,4) and SB 162 (Sec. 61.07611.a,c,d).

Discussion of this item brought about some suggestions/questions:

1. We need to have a district policy on which DE courses in LCs
 2. For a proposed LC, the district discipline faculty should be involved in deciding the appropriateness of the pairing and how it may affect the entire district before the LC is offered.
 3. Is it really required by the stated pieces of legislation, or is it merely the perception that it is required? Dean Wallace will review these pieces of legislation to get clarity on what is required.
- I. Administrative drops (which require taking daily attendance) were discussed, and they were challenged as contradicting (1) the new mandate of completion and (2) how W's avoid getting students in probation. Currently, there are about 2500 students on academic probation.

- J. It was mentioned again that about a million financial aid dollars were returned because of students not completing courses for which they registered. Since we are not taking roll daily, the College does not have the necessary data to avoid returning this money.

VII. Old Business None

VIII. New Business

- Possible change of February meeting to the 17th to follow the Soul Food pot luck luncheon at CPC Pike Hall
- Faculty Development Day (FDD) proposals are due Monday, November 21. If enough proposals are received, each campus will have its own set of FDD presentations. If not, all presentations will be scheduled on one campus.

IX. Adjournment

- President Paula Miller adjourned the meeting at 3:00 pm.

Minutes submitted by: Amina El-Ashmawy
 Preliminary approval of the minutes by: Paula Miller
 Final approval of the minutes on: January 20, 2012

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

Date	Place
December 2, 2011	SCC, Conference Center DE
January 20, 2012	CHEC, Board Room 139
February 17, 2012	CPC, Conference Center A
March 23, 2012	SCC, Conference Center AB
April 13, 2012	PRC, TBA
May 4, 2012	SCC, Conference Center AB