

# **Collin Faculty Council**

## **Meeting Minutes**

### **May 4, 2012**

#### **I. Call to Order**

President Paula Miller called to order the scheduled regular meeting of the Collin College Faculty Council at 1:05 PM.

#### **II. Roll Call**

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

President Miller passed out appreciation certificates to all the representatives as well as committee chairs.

#### **III. Approval of April 2012 Minutes**

Minutes of the April 13, 2012 meeting were approved as distributed.

#### **IV. Treasurer's Report**

- A) Total collected for full-time faculty-sponsored scholarships is \$10,901.15.
- B) Collin Foundation Copper Partner for \$2,500, three additional full-time scholarships (\$3750), and one textbook scholarship (\$500) for a total of \$6750). Balance: \$4,151.15
- C) The Sunshine Fund stands at \$88.54.

#### **VI. Committee Reports**

**College Policy** – Mary Milford: Nothing to report.

**Faculty Council Procedures** – Dan Lipscomb: Nothing to report.

**Teaching and Learning** – Regina Hughes and Marti Miles-Rosenfield:

- A) Still seeking committee members
- B) Working on drafting a Wintermester proposal
- C) Plans to meet as a committee early next fall to begin outlining our agenda for the coming academic year

**Technology** – Tebring Daly: Nothing to report.

**Collin Community** – Julie Turnbow: Nothing to report.

**Academic Freedom** –David Cullen: A formal resolution has been submitted as requested in the April meeting. See item under Old Business.

### **Ad hoc Committees**

#### **Hiring Committee Rubric** –Paula Miller:

- A) A survey is being constructed to go out soon to all faculty who served on a search committee in spring.
- B) Survey results will be summarized and another pilot for the fall hiring process will be recommended.

**Faculty Development Committee** – Mike Cohick: All faculty development scheduled for second day faculty report for work in August. The Faculty Development Day presentations will be conducted at CHEC.

### **VII. Updates from District Committees**

#### **Council on Excellence** – Wendy Gunderson:

- A) Working on starting multi-year contract process early this coming year. HR provided an updated/corrected list of eligible faculty. Email sent out to those eligible for fall. They were sent both the self evaluation and board report and asked to begin working on those documents. They are also asked to work with their dean. For the advising section of the self evaluation, think of all the advising activities you do, formal or informal, to include.
- B) New template for the board report.
- C) Outstanding Professor committee named the finalists and is working on selecting the winner.
- D) Elections conducted for COE and membership/officers list will be mailed out soon.

**All College Council** – Sherry Rhodes: ACC election deadline is today.

**CAB** – Julie Turnbow: Nothing to report.

#### **SOBI** – John Glass:

- A) SOBI representatives made a presentation at the April Board meeting.
- B) “Shots Fired” is being filmed later this month.

### **VIII. President’s Report**

- A) Taking Colleen’s place is Kim Davison. She has been very helpful. From reading the resolution, she indicated that (1) resolution appears to trump individual faculty’s academic freedom, and (2) deans are the academic leaders and the resolution leaves them out. To enhance our chances for having this incorporated in the Faculty Handbook, we can include all three campus deans that oversee the curriculum area in the resolution.

### **VII. Old Business**

- A) Based on the updated total of faculty contributions, we can fund three (3) additional scholarships. Motion to do so passed unanimously.
- B) Committee on Academic Freedom has submitted a motion related to upward evaluations. (see Appendix A). Motion to adopt the committee resolution was made and seconded. Motion passed. A committee will be formed to draft the evaluation instrument.

**VIII. New Business**

- A) The 2012-13 Faculty Council representatives and executive officers are:

**Faculty Council Officers**

Mike Cohick, President  
 Tiffany Harper, Vice President  
 [TBD], Secretary  
 [TBD], Treasurer

Regina Hughes (2012-14)  
 Bryan Rasmussen (2012-14)  
 Dawn Richardson (2011-13)  
 Clint Starr (2011-13)

**Central Park Representatives**

Amina El-Ashmawy (2011-13)  
 Lorena Rodriguez (2011-13)  
 Judi Wohead (2012-14)  
 Tyler Young (2011-13)

**Spring Creek Representatives**

Betsy Brody (2012-14)  
 Peggy Brown (2011-13)  
 Chris Grooms (2012-14)  
 Tony Howard (2012-14)  
 Paula Miller (2012-14)  
 Kay Mizell (2012-14)  
 Sam Tullock (2011-13)  
 Dean Wallace (2011-13)  
 Debbie White (2011-13)

**Preston Ridge  
 Representatives**

Mindi Bailey (2012-14)

- B) Election of secretary and treasurer for 2012-13  
 Lorena Rodriguez elected treasurer. Peggy Brown was elected secretary.

**IX. Next Council Meeting – August 31, 2012 campus TBD.**

**X. Adjournment.** President Paula Miller adjourned the meeting at 2:05 PM.

Minutes submitted by: Amina K. El-Ashmawy  
 Preliminary approval of the minutes by: Paula Miller  
 Final approval of the minutes on:

## **Appendix A**

### Resolution

The Faculty Council's Committee on Academic Freedom resolves that the Council create and administer an annual upward evaluation document for all administrators (Deans, Provosts, Vice-Presidents, Associate Vice-Presidents and the President). The Faculty Council would conduct the evaluation each spring semester, resulting in an annual summary report. The Faculty Council would then submit this summary report to all full-time faculty and provide a copy to relevant college administrators.

### Process

The upward evaluation instrument would receive review for content and organization, based on both the design of previous institutional surveys and current full-time faculty input. After such review and revision, the Faculty Council would vote to accept, reject, or further revise the upward evaluation instrument.

### Outcomes

The upward evaluation instrument further ensures that the college administration and faculty work more closely together to maintain a successful and dynamic academic environment for students and that the college practices the core values and meets all SACs requirements.

Suggestions received:

#### **PURPOSE**

The purpose of an upward evaluation process is to enhance communication and development. Integration of a two-way evaluation system that affords feedback from faculty to administrators offers a three-fold value: opens communication between faculty and administration, provides administrators with input on how they are doing and areas

where they might improve, and demonstrates that faculty opinions matter and thus, may be used to positively shape the college environment.

I think the proposed "summary document" for evaluations of administrators should be distributed in a comparable manner. The administrator and his/her supervisor should certainly review them, and I would like to have a limited set of faculty (perhaps Faculty Council) also view them. Please note, however, that even allowing the Faculty Council to review them is more extensive than what is done for student evaluations of faculty.