

**Collin Faculty Council**  
**Meeting Minutes**  
**September 28, 2012**

**I. President Israel Visit**

President Israel visited and spoke to the following questions:

A. What is the status of discussions about momentum points, completion, and performance pay in the state legislature and the Coordinating Board?

President Israel responded by presenting a chart of the success rate at college and noted the increase in contact hours--a favorable change in funding consideration. He also assured the faculty that Collin is diligent in addressing the upcoming momentum point mandate.

B. Would you comment on the Chronicle of Higher Education's survey results, especially on the low scores for communication and shared governance?

President Israel reported that while Collin was not among the large Honor Roll two-year colleges, our college received feedback that will help as Collin continues to work on communication. He included in that effort a call for more participation from faculty on such polls so that the numbers better represent the faculty view. In this poll, 51% filled out the form. He hopes to improve communication in the future with the cooperation of the faculty.

C. Would you explain the strategy of reducing property taxes while increasing tuition? Are there plans on increasing tuition again in the near future, a la DCCCD?

President Israel responded that our formula is frozen. The College will have to have a referendum to change the way money is allotted for use. He also addressed the tuition increase. Even with the increase, the College still has the lowest tuition in the state. Even when we increase the tuition later, we will remain the lowest tuition in the state.

D. Are you and the board any closer to: (a) offering bachelor's degrees? (b) building a new campus?

President Israel reported that Collin will not be a baccalaureate college; we'll remain a two-year college with a four-year degree option since Collin County is the only county in the nation without a baccalaureate college. Reimbursement will come from universities using our system. He anticipates some problems, but the College is moving in this direction. He alluded to the strategic plan, which calls for the exploration of degree options. Regarding the new campus plans, he said there is an amendment to create a plan to develop a campus in Farmersville to serve residents of eastern Collin County.

E. Regarding shared governance, as reported on the recent Higher Chronicle survey, President Israel spoke to our rating of 54% positive of the 51% who responded. To be considered excellent in shared governance, we have to be rated 59%. In fact, shared governance is an issue everywhere. The best in the country had a ranking of 76%. In communication the highest rate was 70%. Regarding our improvement, he noted that we need to think about shared governance. That review needs to come in the near future.

F. In response to a question about online courses, President Israel said the faculty attitude about the number of online courses has shifted in favor, now, of having more online courses. He posited that that question could be a shared-governance issue,

along with graduation attendance. But he listed many administrative procedures that would not qualify for faculty involvement (such as contracts, fiscal items, fundraising, and more). He also raised the question of students being involved in the shared-governance model.

G. In response to a question about his role in Board decisions, President Israel said the process requires that he recommends and the Board approves his recommendation. In hiring he makes the final decision. This brought up the discussion of the health/money issues. He is determined to protect employee health benefits.

H. What is your opinion on changing class size requirements from a minimum of 15 per section to a discipline-wide average of 15 per section, which allows some sections operating with less than 15?

President Israel said the average procedure that would allow a discipline to run a class at lower than 15 and add that number to another class proved ineffective. For that reason, he won't change the 15 minimum requirement.

I. To a question about the results of the verified roster issue, President Israel said it's too early to measure the results. He is sure that the number of default student loans is lower this time because of the proactive approach. Our systematic approach is designed to keep the College from losing a million dollars. Any specific questions belong to Dr. Smith.

## **II. Call to Order**

After President Israel finished speaking, the Faculty Council President called the regularly scheduled meeting to order at 1:50 PM.

## **III. Roll Call**

Roll was called and all representatives or proxies were present with the exception of Sam Tullock.

## **IV. Approval of August 28, 2012, Minutes.**

Minutes of August 31, 2012, were approved as distributed.

## **V. Treasurer's Report**

Treasurer Lorena Rodriguez reported that there was \$1145 in the scholarship fund. If faculty members wish information, she encouraged them to send an e-mail. There is \$81.08 in the Sunshine fund. She reminded the faculty to donate to the scholarship fund.

## **VI. Committee Reports**

**A. College Policy** – Mary Milford had no report

**B. Technology** – Elizabeth Pannell had two items: She reported that she needs ongoing input on the issue of Blackboard closing at semester end, preventing students from seeing professors' responses to year-end work. The committee met and voted to have a seven-day extension to deal with questions; they need feedback. Professor Glass moved that Blackboard remain open for students seven days after the close of the semester. Debbie White seconded. Passed.

The second regarded the message board on Blackboard. Clarification: Blackboard keeps a message board within and e-mail goes outside--sends the message to Groupwise. Amina moved that we have the email feature reinstated in Blackboard. Lorena seconded. Discussion: professors e-mail students regularly and want to have students' e-mail go directly to Groupwise. Another clarification cited the one-

attachment limit inside Blackboard. Amina called to question. The motion passed, unanimously. Elizabeth will meet with the committee to discuss testing problems. Some professors have had issues with testing that will be initiated at the Oct. 7 maintenance. Reduced security may be resolved in the Oct. 7 correction.

**C. Faculty Council Procedures– Dan Lipscomb**

The Procedures Committee is charged with the task of periodically reevaluating the proportional distribution of FC representatives by campus. Dan collected and ran the numbers for 2012. The figures show the campuses continue to add new full-time faculty in a balanced, proportional manner. The Procedures Committee members reviewed and discussed the results. Based on the 2012 findings, the committee has no current recommendation for reapportioning FC reps by campus.

If we correct the apportionment, we might have to go the twenty-two model that has been used as the maximum number of representatives on FC. No change is recommended.

**Faculty Council Distribution of Reps by Campus**

**2010**

	<b>Faculty</b>	<b>Percent</b>	<b>Representatives</b>	<b>Percent</b>	<b>Difference</b>
CPC	76	21.9%	4	22.2%	0.3%
PRC	103	29.7%	5	27.8%	-1.9%
SCC	168	48.4%	9	50.0%	1.6%
<b>Total</b>	<b>347</b>	<b>100.0%</b>	<b>18</b>	<b>100.0%</b>	

**2012**

	<b>Faculty</b>	<b>Percent</b>	<b>Representatives</b>	<b>Percent</b>	<b>Difference</b>
CPC	81	22.1%	4	22.2%	0.1%
PRC	107	29.2%	5	27.8%	-1.5%
SCC	178	48.6%	9	50.0%	1.4%
<b>Total</b>	<b>366</b>	<b>100.0%</b>	<b>18</b>	<b>100.0%</b>	

**D. Teaching/Learning** – Regina Hughes, chair, announced that the goal is to have quarterly meetings.

**E. Collin Community** – Julie Turnbow - No report

**F. Academic Freedom** – Kemal Moula/Tony Howard - Nothing to report.

**VII. Ad Hoc Committees:**

**Shared Governance** – Paula Miller

Paula reported that she had asked John Glass, Peter Dawson, and Cathy Donald-Whitney to serve on the ad hoc committee to respond to the Chronicle questionnaire report. She posits the idea that we may want to investigate modified shared governance. Procedures may change if faculty is invited to participate in decision-making.

**Upward Evaluation** – Tiffany Harper

The committee considered narrowing evaluation of deans, but they rejected that decision. She is asking what questions we should include. She is going to hold a meeting in a few weeks to try to get everyone to come. and make some decisions about how to go about upward evaluation.

Twelve people are on the committee. Amina asked about sending suggestions by e-mail. Tiffany urged the faculty to do so.

## VIII. District Committees:

### **COE** – Martha Tolleson

September 28 was the deadline for multi-year self-evaluations and the board report to the dean. Faculty may hear back from them on changes. Contract extension is coming up. The deadline has been extended and will happen in October. The dean should have alerted us about this deadline. If there is a conflict with the dean's recommendation, faculty can appeal. The question was raised about the situation in which Dean's take specific items off the Board Report. Martha responded that each faculty entry on the Board Report should be significant. That raised the question about what is significant. Martha reported that she has asked to meet with the committee of the Board of Trustees that oversees this. They will meet to go over the decision about what belongs on the board report directly. Stacy Arias is the chair, and the word is that that committee will address the Board expectations for each item on the Board report. Martha reminded the faculty that we are in a transition period. Mike said they are going to get back to us about what the Board expects. He reminded us that the Board Report is a subset of the self-evaluation. A member reminded the faculty that anything not allowed on the Board report could still be entered on the self-evaluation.

**ACC** – Lynn Jones - No report.

**CAB** – Tom Ottinger/Judi Wohead - No report since CAB was meeting at the same time as the Faculty Council.

**SOBI** – John Glass - He asked that faculty keep referrals coming. SOBI doesn't want to lose momentum. Students are a good resource since they are good at knowing what's going on with other students. Oct. 19 (a Friday) at 1:00 is the next SOBI meeting, and all are involved in training. When referring a student, do not make comments about the student--we aren't capable of diagnosing, so report observable facts only. These files can be subpoenaed. In May they filmed a video at PRC "Shots Fired" to respond to an active shooter on campus. He hopes to show it soon. Supposed to be good. Someone asked about process--had heard there was an additional form in addition SOBI form. But John said there is no other form. He confirmed that there is an incident form and also a SOBI report. The referral automatically goes to Dean of Students.

## IX. President's Report:

### **1. Strategic Plan**

\*Implement a new academic action plan including development of **Maximizing Academic Progress Program**.

\*A student development issue aimed at failing students asks what they plan on doing to help in their difficulty.

\*Enhance academic advising to assist students in formulating a **personalized degree plan** including major and degree when first enrolling at Collin College.

Note: The words "first enrolling" are Mike's. He argued for (and won) that it should be a process followed when students first enter college.

\*Develop **systematic academic advising** across the district **to include faculty advising** as part of College Service.

Note: Mike noted that Central Park did an unsuccessful pilot, so Mike has convinced Admin that faculty should advise within their academic discipline. Mike said this advising issue will be initiated, so faculty should think through its implementation to be sure they are prepared to negotiate what will work.

\*Develop system that **requires orientation** prior to course registration.

In the plan. Students will get form to fill out (see no. 2 below).

\*Develop and implement a replicable model **to improve students' learning and study habits**.

Mike warned that the Strategic Plan will directly affect faculty, so he suggested that all of us read it carefully. Mike will place the Strategic Plan on the FC website. To question about what a QEP is, Mike explained that the QEP is directing attention to one item in response to the SACS visit. The Strategic Plan is long range. The two are not necessarily connected.

**2. Student Success from the Start** - Adopted by Student Development:

First contact – in a questionnaire all students would fill out when they first enroll, they would identify purpose: Just take a few courses – assign a Student Development advisor. Do the students plan to Transfer? They select major – start a degree plan and be assigned an academic advisor. Do they want a Workforce Certificate? They would select program and be assigned an academic advisor. This questionnaire would automatically put them in degree plans. It would give them something to follow in the courses they need to take. Amina responded that students are supposed to have a degree plan in the Texas State requirements, and yet many have not committed. This new plan would solve that problem.

Mike said that faculty will volunteer for advising through their Dean.

Student will work with their advisor to select courses to take each semester.

**3. QEP**

Mike told the faculty that we have an opportunity to express our preference for a subject to be stressed in the Quality Enhancement Plan. Vote for one of the four in the mailing sent out by President Israel. The choices are

\*Develop and Implement a First Year Success Experience Program

\*Develop and Implement a Student Success program

\*Improve Academic Advising

\*Improve Matriculation from DE Math into College Level Math

Faculty should respond to the survey sent out last week.

**4. Tuesday's Board Meeting**

\*Recognition of Dawn Richardson as Outstanding Faculty of 2012 and Josh Arduengo as Outstanding Part-time Faculty of 2012.

\*Cary moved \$10 million to the health reserve fund. He's aiming for \$50 million.

**X. Old Business** – None.

**XI. New Business** - Foundation. All should have received an envelope on the yearly giving campaign. Faculty reps are on each campus. The form in the packet will also make it possible to make a full-time faculty scholarship donation to come out of our check. We can even make donations from home by doing it on line. It will make us appear more engaged to the community with our contributions. Paula advised that there is a push to increase the number of contributors rather than just focusing on the amount of the donations. Please give something and be counted.

The question resurfaced about the class size remaining at 15 regardless of the course. Honors will be affected, and great courses that faculty have designed will be lost, and faculty will stop introducing them as a lost cause. Therefore, it might be a solution to talk to the VPs about changing the 15 minimum class size. If we work on this, we can avoid getting rid of great special classes that mark us as excellent. Another commented that the VPs would have the big picture and would be in a position to check the numbers to ensure a 15 average rather than the deans who may not have the total numbers since the deans are limited in what is available to them. It was generally agreed that we can take this back to the VPs for discussion. Others reminded us that other universities, such as North Texas, have a minimum class size of at least 10. It was suggested that we ask the VPs to address the Faculty Council on this topic.

Mike asked the Teaching and Learning Committee to address this and give opinions. Regina is charged with investigating. Regina was urged to take a look at Dual Credit, whose numbers they run at 13 or 14 in order to allow classes to run, and that affects the overall numbers in the classes. Discussion followed.

**XII. Next Meeting:** October 26, 2012 at 1:00 PM, CHEC Boardroom.

**XIII. Call for Adjournment** Paula so moved, Lorena seconded. The meeting was adjourned at 2:38 PM.