

# Collin Faculty Council

## Meeting Minutes

### November 16, 2012

**I. Call to Order**

After a visit from Dr. Colleen Smith, President Mike Cohick called to order the scheduled regular meeting of the Collin College Faculty Council at 1:36 pm on November 16, 2012 held at the CPC Conference Center.

**II. Roll Call**

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

**III. Approval of October 2012 Minutes**

Minutes of the October 26, 2012 meeting were approved as distributed. (Tyler, Wendy)

**IV. Treasurer’s Report**

- A. \$4,745 collected toward Full Time Faculty Scholarships
- B. The Sunshine Fund stands at \$88.02.

**VI. Standing Committee Reports**

**College Policy – Mary Milford:** Looked at various college policies on unpaid leave for faculty.

<b>TEXAS COLLEGES UNPAID LEAVE POLICIES</b>						
<b>COLLEGE</b>	<b>LEAVE</b>	<b>LENGTH</b>	<b>REASON FOR LEAVE</b>		<b>PROCEDURE</b>	<b>BENEFITS</b>
Houston	Yes	6 months			Approved by Chancellor	
Austin	Yes	2 years	Educational, Medical			Employee
Dallas	Yes	semester/year	Developmental		President & Board approval	
Grayson	No					
North Cent. Tx	No					
	No					
Weatherford	No					
Amarillo	Yes	6 months	Illness			College
Vernon	Yes	5 months	Illness		President	
Tarrant CCD	Yes	12 months	Illness, Professional		Chancellor FDL Committee	

**UNPAID LEAVE RESOLUTION**

Whereas, occasionally a faculty member may need leave for illness or extraordinary circumstances beyond that available under current college policy, and Collin needs the ability to retain the best faculty for the benefit of the college,

Be It Resolved that the Collin Faculty Council recommends that Collin adopt a Leave Without Pay Policy to allow unpaid leave for up to 6 months for illness, extraordinary circumstances, or development that will inure to

the benefit of the college. The leave is to be granted only after 3 years of college service. The leave is to be approved by the President of the College. (Paula, Tony)

Discussion included questions about the length of unpaid leave, the relationship between sick leave and unpaid leave, should it include staff and be more generic, This is just to open the door for discussions. (Tyler, Betsy)

Resolution passed.

**Technology** – Elizabeth Pannell:

- A. Blackboard will be extended manually for one week at the end of the semester. They will do this for the full-semester courses then the express courses.
- B. Blackboard email feature to be turned in is being discussed. The ramifications are a concern.
- C. Adobe (master suite) agreement has been signed. Faculty can start requesting it to be installed for lab computers and desktops.

**Teaching and Learning** – Regina Hughes: (Marti Miles Rosenfield)

- A. Looking into having a website to post professional presentations.

**Collin Community** – Julie Turnbow: Nothing to report at this time

**Academic Freedom** – Kemal Moula & Tony Howard: Nothing to report at this time.

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

**VII. Ad hoc Committee Reports**

**Shared Governance** – Paula Miller:

- A. Survey about the type of shared governance and faculty preferences was sent out to faculty from Paula. Results were shared with faculty.

**Upward Evaluation** – Tiffany Harper:

- A. Received feedback from administration anonymously.
- B. A range of comments received: the evaluation wouldn't be helpful, faculty may not respond due to anonymity concerns, evaluation a great idea, concerns of the validity of answers based on ability to judge on some things, agree with the evaluation provided Leadership Team approves it, and some additional questions were suggested.
- C. Discussion about the instrument and feedback ensued. The committee will revise the instrument for presentation at the next Faculty Council meeting.

## **VIII. Updates from District Committees**

### **Council on Excellence – Martha Tolleson:**

- A. Multiyear contract review is complete. Recommendations to VVPs are forthcoming. Everyone will be contacted about revising their board report. This will happen after representatives meet with Board members for input.
- B. If you are traveling early next semester, you should be submitting their form this semester. The 30-day lead time is set by the business office because they need that time to process.

### **All College Council – Lynn Jones:**

Concern that Chili Cook Off attendance not allowed on board report. This has caused a lack of interest from faculty in the Chili Cook Off. It was mentioned that this activity can be on your report to the dean or self-evaluation.

**CAB** – Tom Ottinger/Judi Wohead: Nothing to report.

**SOBI** – Martha Tolleson for Lorena Rodriguez:

- A. The last training session this fall is on November 30<sup>th</sup>.
- B. Student training from noon to 2 pm and faculty from 2:30 to 4:30.

## **IX. President's Report**

- Congratulations to Greg Sherman, SCC, Physics, the 2012 Texas professor of the Year.
- Agreement for Summer Teaching Assignments with Formula Pay.
  - A. Faculty Council was not involved in the first sharing of this agreement.
  - B. Main issue with this agreement is the wording for the first bullet: “Commit and actively participate in college service throughout their ... assignment, and provide written report(s) to the dean ... as may be requested.”
  - C. Cohick communicated the issue with Dr. Israel and HR and asked that bullet one be removed from the agreement. They will consult with Dr. Smith on this. Waiting to hear back.
- Faculty Position on Hiring Grid.
  - A. Hiring grid, which is fairly rigid, created by HR created.
  - B. Would like to suggest the following changes to the process and grid.
    - i. Departments and deans should select the criteria for the job posting and candidates should be screened only on those criteria.
    - ii. The hiring committee should assign weights to each criterion selected and fill in this info onto a blank hiring grid.
    - iii. No points should be carried over from the application phase to the interview phase.

- iv. Because of liability issues, all paperwork of the committee should be shredded after the interviewees are chosen and after the committee agrees upon its selection.

C. Motion to support FC president to take this to LT. (Brian R., Jessica H.). Motion passed.

#### **X. Old Business**

Nothing at this time

#### **XI. New Business**

- CAM discussed the early drop for non-payment to make the number of days prior to spring be the same as that for fall. Attendees were largely in agreement; concern about the fact that this fall some deans were comfortable in canceling classes prior to faculty reporting back. Faculty reps asked that these decisions be made after faculty report back.

#### **XII. Next Council Meeting**

December 7, 2012 at PRC Conference Center scheduled. A good chance that the meeting is cancelled. If so, the next meeting would be the first Friday of the spring semester, January.

#### **XIII. Adjournment**

- President Cohick adjourned the meeting at 3:14 pm.
- Note: Dr. Colleen Smith addressed the faculty after a short break.

Minutes submitted by: Amina El-Ashmawy

Preliminary approval of the minutes by: Mike Cohick

Final approval of the minutes on: