

Faculty Council January 25, 2013

- I. **Call to Order** The meeting was called to order at 1:00 PM.
- II. **Roll Call** - All members or their proxies were present.
- III. **Approval of November 2012 Minutes:**
Motion to accept the minutes was made and seconded. Minutes were approved.
- IV. **Treasurer's Report:** no change from last meeting.
- V. **President's Report:**
 - Unpaid Leave – There will be no unpaid leave. Instead, HR will extend leave time for a seriously ill faculty member. After FMLA allowance ends, there will be a 50% increase in time off allowed from sick pool leave in extreme medical cases - standard rule of severity will determine what level is achieved. The reasoning behind not providing unpaid leave is to avoid problems such as absences cause in the workplace. The compromise from administration is a longer time allowed for recovery of seriously ill individuals. This is a procedure, not a policy, so the Board does not have to approve. To establish the degree of severity of the illness, HR will follow the guidelines set up for Medicare coverage--there is a formula based on the illness for the time off. In answer to a question about vacation days that staff have that are not available to faculty, President Cohick will check on that. After discussion, the issue was returned to the FC committee. President Cohick asked that the committee focus on the discussion of today and come back to the FC body with precise language. He reminded the members that HR is looking at what other colleges are doing.
 - Hiring grid: HR has agreed on 1) another pilot, Phase 2, currently, and 2) another pilot, Phase 3, in the fall. No final hiring grid. First, when a job is posted, and the job description gives criteria, the committee will screen on precisely what is advertised; e.g., if publications are not important, that aspect will not be screened. The discipline lead would provide the expectations for the position that will be posted. Specifics of job must be explicit in the ad (for fairness in selecting the finalists). Interview phase and qualification phase are not separate. The committee can decide not to select a candidate who gives a poor interview or falls short in another area. That recommendation goes forward. In the spring, in Phase 2 of the pilot, the committees will be asked to critique; again in the fall, in Phase 3, the committee will be asked to do the same. Outside information can be brought to the Dean (not the committee) and relevant follow-up questions may be asked.

- Summer II and III for 2013 and 2014 - summer II and III overlap with the fall semester by two days. For the next two years, to make the classes end before the faculty report back for the fall semester, there will be two Fridays added during the semester. Comment: faculty should be made aware of any such problems before they turn in their summer schedule. President Cohick advised that the calendar will not be affected after 2014. Changes in the calendar were made to allow for the faculty to reserve the week prior to classes to prepare for the semester.
- Certifying Rosters - Only 91% of full-time faculty complied with the rule last time for the 16-week semester, and President Cohick commended the faculty (faculty give A's to students who get 91% correct). Associate faculty will be reminded to confirm the 16-week semester. President Cohick encouraged all to participate this semester. He reminded all to certify the other short classes by going to "certify the class" and respond for any class they are teaching. There's a problem with short courses beginning in the spring because of MLK day.
- **Old Business:**
 - Upward Evaluation – is for Faculty to evaluate their own dean. In terms of privacy, faculty could use Google Docs off campus (home computer). The results will be sent to the dean. If Faculty Council approves, we will do this without getting anyone else's approval. President Cohick will communicate to administration the implementation of the upward evaluations. Motion was made and seconded to accept the upward evaluation as presented. Discussion ensued about who should get the results. Google Docs will be used and FC will send out a link for responses to the evaluation. Responses will be recorded in the Google Docs folder. The folder shows the responses but not the responder's name--only the date and time of the response is revealed. Each row is a response from a faculty member. Excel will allow sorting (according to the dean). Then it will go to the Faculty Council Exec. Team for preparation of the report. Comment: the division should see the evaluation as an introduction to a problem-solving process and communication tool. Honesty in faculty responses is encouraged. The Parliamentarian advised that FC now has to decide whether or not to accept this instrument. Question called: Unanimously approved. FC will perform the evaluation in the spring for those who choose to respond.
 - Shared Governance - will meet with the administration Shared Governance team after the next leadership team meeting. Cathy Whitney, Peter Dawson, and John Glass are on the Shared Governance team.
 - **Committee Reports:**

- **College Policy** – Mary Milford had no report.
- **FC Procedures** – Dan Lipscomb - had no report
- **Teaching/Learning** – Regina Hughes –
 - Is planning for a Feb. meeting for the faculty portal development. The librarian will work with Mindi Bailey and will present the site to the faculty at Prof. Development in the fall. Faculty will see a rendition of it before it goes live.
 - Wintermester courses were discussed, but there was no response from administration on why Wintermester was not reinstated.
 - The committee is ready to continue the evaluation with available data, indicating that Kimberly Harris wants to work with this committee and will attend their Feb. meeting.
- **Collin Community** – Julie Turnbow had no report
- **Academic Freedom** – Kemal Moula had no report
- **Technology Committee** – Elizabeth Pannell had no report

District Committees:

- **COE** – Martha Tolleson - Reported that an e-mail will be coming to nominate the outstanding professor. There will be a two-week turn around.
- **ACC** – Lynn Jones - Committee has not met.
- **CAB** – Tom Ottinger/Judy Wohead - CAB is looking at core courses and their data. Editing is not up to CAB, so if the form needs editing it goes back to the chair. Slowly going through CORE courses.
- **SOBI** – Lorena Rodriguez - no report

New Business:

- Barbara Stroden will be honored next Wednesday, Jan. 30, and faculty is invited.
- There will be a march on Friday beginning at 11:30 AM at CPC in celebration of Black History Month.

Next Meeting:

February 15, 2013, at PRC, 1:00 PM after the Soul Food luncheon.

Call for Adjournment

Motion was made and seconded to adjourn. Meeting adjourned at 2:20 PM.

Minutes submitted by: Peggy Brown

Preliminary approval of the minutes by: Mike Cohick

Final approval of the minutes on February 15, 2013.