

Collin College Faculty Council
Meeting Agenda
August 28, 2015

1. Lunch 12:30 p.m.
2. Call to Order 1:15 p.m.
3. Roll Call

Executive Council

President: Regina Hughes

Vice President: Amina El-Ashmawy

Treasurer: Kay Mizell

Secretary: Peggy Brown

Central Park

Cindy Briggs (15-17)

Tiffany Cartwright (14-16)

Gina Perkins (15-17)

Kelly Reynolds (15-17)

Preston Ridge

George Jackson (15-17)

Nick Morgan (14-16)

Kim Nyman (14-16)

Lupita Tinnen (15-17)

Kat Balch (15-17)

Spring Creek

Betsy Brody (14-16)

Peggy Brown (14-16)

Mike Cohick (14-16)

Chris Grooms (15-17)

Tony Howard (15-17)

Joan Jenkins (15-17)

Barbara Lusk (15-17) not here

Paula Miller (14-16)

Kay Mizell (14-16)

4. Guest Presentation: Barbara Jindra – CONCUR
In her report, Ms. Jindra gave the college's reasoning for turning to CONCUR: no longer will faculty and staff have to charge their own credit cards in advance of their travel for expenses incurred by attending meetings. CONCUR

offers help by planning many workshops. Coleen Schwyzer is leading the training. She has provided a list of training opportunities for September and October. The initial workshops will focus on booking travel. Mid-training (expense report) workshops will be next. Coleen has asked for feedback. The next step will be to give one-on-one help. She and her staff welcome questions.

5. Approval of May 2015 Minutes (Posted on Faculty Council Website): Minutes have been corrected. There was a motion to wave the reading and accept the meeting minutes as amended. Seconded. Approved.

6. Treasurer's Report: Kay Mizell collected \$1401.00 scholarship money. \$108 in the Sunshine Fund.

7. Vice President's Report:

Faculty Council Website

- Ed Bock is webmaster. He has updated the website information and has invited feedback on it.

Faculty Feedback to Dr. Matkin and Leadership Team

- Dr. Matkin has asked for a feedback mechanism. The FC Pres, VP, and COE Chair are providing feedback via the Committee of the Whole.

Service Awards

- Now that it is possible for faculty and staff to have thirty years of service, a thirty-year recognition award will be given.

CONCUR Training

- VP El-Ashmawy mentioned that CONCUR will eliminate our having to pay for hotel cost out-of-pocket prior to reimbursement.
- El-Ashmawy urged faculty to answer surveys.
- **Procedures Manual** The Procedures Manual was closely reviewed over the summer. Dan Lipscomb, Committee on Procedures and nominations Chair, will give a report after the committee meets.

8. President's Report

Leave Without Pay (LWOP)

- President Hughes reintroduced the proposal for leave without pay. It was presented to the Leadership team. Response has been positive. More research will be conducted, but Dr. Matkin is addressing it. The issue is twelve months leave for serious illnesses

Dual Credit-Weekend College Incentive Plan

- Regarding 50-50 FT-PT ratio in all dual credit areas, Dr. Matkin does not see that as important.

Faculty Resignation Date

- Resignation in May is under discussion. There will be additional conversations on this resignation date.
 - HR Question Status

- Last fall, the FC President spoke with Dr. Matkin about HR issues, and the District President said he would look at HR issues. He will have answers for us by our September 25 meeting.
- President Hughes read Dr. Matkin's Board Report response offering to attend the FC meeting in September.
- Board of Trustees Meetings: Briefings:
- International travel does not include Canada, Mexico, and Hawaii (and Alaska). Three months prior to travel will be the due date for submission of request for travel. The faculty member traveling will be vetted by a dean and two other administrators. No longer will it go through the Board. Frequency: every three years. No longer limited to three travelers per year.
- Merit pay was originally for administrators, but Dr. Matkin thinks we should all have access to nonrecurring bonuses and days off. Evaluations of 2016 will be when this comes up.
- President Hughes wants to abide by rules of Roberts Rules of Order. There is a trustee model; people elect to speak on behalf of others. Representatives can also go back to the constituency to ask what they want to express. The urgent need is to conduct meetings in such a way that we can improve communication with our approximately 455 full time faculty. With that many members, we need mechanisms to communicate. To facilitate communication, President Hughes has assigned a list of faculty members to each representative to make sure that all faculty members have a voice.
- The survey monkey has gone out. We will do this kind of request for input more and make it broad based. After September, the Executive Committee will review the survey monkey. It is an opportunity to give feedback, so Regina requested that all respond. Working on update in website.
- FC is starting over on committees. Rationale: we need representatives across all campuses--maybe co-chairs representing each campus. PRC and SCC have representation, but FC wants more. The idea of recommitting to have consistency is suggested. One of the deans has asked about committees. President Hughes wants us to do more work in the committees, and she asked for feedback if the new way is not working.

9. Committee Reports

- Committee on Technology –Andrea Szlachowski, Co-chair
- At PRC--her report is on the website. There will be a link under FC Committees where faculty can click to enter and get information. Others can also put in concerns to be brought to FC.
- There is a hierarchy of contacts—that is the process right now.
- Szlachowski will send out an email this weekend to find out who wants to be on the committee. The committee needs co-chairs from CPC and SCC. Send nominations or suggestions to Szlachowski. The link will make the list of those who want to join. They will meet the week before FC, so they will be ready to bring the information discussed to FC the following week.

- **Committee on Policy** – Nick Morgan, Co-chair. International travel is one of their concerns. He invites others to join the committee.
- **Committee on Faculty Council Procedures and Nominations** – Dan Lipscomb.
- Brought up Amina’s discussion of the manual corrections. The procedures manual needs to be revisited.
- Campus election of chairs will be evaluated. There is an option that motions can be approved by paper ballot, but there is no recent history of this.
- Proportionality of representation at campuses will be re-evaluated. Q: Can any faculty member be on committees. A: Yes. Q: Considering the size of the faculty numbers, there was a recommendation that we review the number of reps.
- **Committee on Teaching and Learning** – Marti Rosenfield and Cindy Briggs, Co-chairs. They will be chairing and will create subcommittees. The committee initiated a summer institute, which started with Mark Garcia this past summer. Garcia presented three two-hour sessions. Rosenfield and Briggs requested members and suggestions, handed out the Faculty Commons bookmark, and encouraged collaboration among faculty members.
- **Committee on Collin in the Community**: discussion followed about this committee.
- **Committee on Academic Freedom** — Joan Jenkins. The faculty issues of textbooks, etc., have been this committee’s focus. In the past, outside interests have tried to get involved, and this committee wants to address such (and more) as they come up.

10. District Committees

- **Council on Excellence** – Mindi Bailey. September 11 will be the next meeting.
- COE spent all but a small amount of the allotments for travel last year. This budget cycle, there is no increase: \$225,000 for travel and no 10% reduction. COE will revisit the budget.
- Bailey will talk to COE about reintroducing special projects as we used to have. She would like to see more innovative projects.
- Deadline for multi-year board report applications was August 28.
- Faculty can now report on their Board Report involvement in professional events outside their disciplines for the betterment of teaching.
- Student support is now a bullet point on the Board Report. Q: Is there any progress on relief if we don’t get multiyear contract? A: Yes, Now, if a faculty member is not approved for a contract renewal or a multiyear contract, the performance improvement plan is aligned with that faculty member’s discipline toward the goal of making the plan less punitive and more productive.

- COE does not make the decision on approval of multiyear contracts. COE is one signature of many. Once, one could not teach overloads if on a one-year contract; that has been changed and is no longer a procedure.
- Q: On travel, CONCUR suggests that faculty get trained before resubmitting expense reports; therefore, is it possible to lengthen the 10-day return rule? A: Request has been made to get more training schedules available. Bailey will check and let us all know.
- Innovation Grant money will not be for travel—
- The travel allowance will be what it was last year.
- **All College Council** – Lynn Jones is stepping down. Invites volunteers to take his place.
- **CAB** - David Wieland, invited FC members to sit in on CAB and report back to FC. The last thing they discussed concerned nursing. Explained that CAB meets twice a month.
- **SOBI** – Giant Aryani, SOBI representative. There will be a SOBI conference, and an email will be sent out. There will be a session teaching all who attend about what and how to report. There will be other training seminars – watch for notices. Associate faculty would like to have more training on classroom management. SOBI reps are on all campuses.
- **COAT** – Mike McConachie went over what COAT does. Working on a way to improve the outcome numbers. Emails of guidelines went out for those in review now. Maybe by October there will be a new COAT co-chair.

11. New Business: Resolutions (2)

- Resolution #1 introduced. See attachment. Joan Jenkins seconded. Discussion of SACS removal of Sam Tullock from the History Department. Kay Mizell gave the history of the SACS action. Discussion followed. Call to question. Motion passed.
- Resolution #2: See attached. Resolution seconded. Discussion followed. The motion passed.

The Plano Balloon Festival has asked for Collin to provide volunteers and will give a \$2K scholarship donation in return.

- Michael Phillips addressed the FC with an apology and a wish to have collegial interaction among all campuses. Encourages all faculty to become involved in the FC and in the important affairs of the college.
- Tony Howard gave a report on the movies in the Auteur Series this year. Asked for volunteers for the panel. Offered posters.
- TCCTA memberships and liability insurance need to be renewed. Reps are on every campus.
- Tiffany suggested that we ask about changing the desks in classrooms to accommodate all students.

- Dr. Matkin will be at the September 25 FC meeting.
- FC will be sponsoring a new faculty dessert reception at CHEC following the September 25 meeting.

12. Call to Adjourn. Moved and seconded. Passed.

Respectfully submitted,
Peggy Brown, Secretary

Resolution #1:

Whereas, Collin College District President Dr. H. Neil Matkin performed an incalculably beneficial act on behalf of this college's students and faculty in successfully demonstrating the sterling History credentials of our colleague Dr. Samuel K. Tullock that resulted in his return to the History classroom; therefore, be it

Resolved, that the elected representatives of the Collin College faculty extend their most sincere thanks to President Matkin for his successful resolution of this matter.

Resolution #2:

Whereas, our Collin College colleague Professor Larry Stern faithfully and arduously persisted in his gathering of and presentation of the evidence of our colleague Dr. Samuel K. Tullock's academic credentials in the discipline of History that resulted in his return to the History classroom; therefore, be it

Resolved, that the elected representatives of the Collin College faculty extend their most sincere thanks to Professor Larry Stern for his positive contributions toward the resolution of this matter.

Minutes approved: Regina M. Hughes, President, Faculty Council