

**Collin College Faculty Council**  
**Meeting Minutes**  
**October 23, 2015**

Meeting was called to order by President Hughes at 2:00 p.m.

**1. Roll Call:**

**Executive Committee**

President: Regina Hughes – present

Vice President: Amina El-Ashmawy – present

Treasurer: Kay Mizell – present

Secretary: Peggy Brown – proxy

**Central Park**

Cindy Briggs (15-17) – Kyle Kundomal proxy

Tiffany Cartwright (14-16) – present

Gina Perkins (15-17) – Joe Jaynes proxy

Kelly Reynolds (15-17) – present

**Preston Ridge**

George Jackson (15-17) – present

Nick Morgan (14-16) – present

Kim Nyman (14-16) – present

Lupita Tinnen (15-17) – present

Kat Balch (15-17) – present

**Spring Creek**

Betsy Brody (14-16) – present

Peggy Brown (14-16) – absent

Mike Cohick (14-16) – present

Chris Grooms (15-17) – Michael Phillips proxy

Tony Howard (15-17) – absent

Joan Jenkins (15-17) – Marti Rosenfield proxy

Barbara Lusk (15-17) – Larry Stern proxy

Paula Miller (14-16) – present

Kay Mizell (14-16) – present

**Associate Faculty**

Ashok Kumar (14-16) – present

**2. Approval of September 25, 2015 Minutes:**

**Motion** to accept the minutes as distributed (Balch, Jackson), passed unanimously

3. **Treasurer's Report:** \$102.05 in Sunshine fund, \$1471 for scholarships, ~\$11,000 contributed in the Lift Up program.
4. **Vice President's Report:** Committee of the Whole will be meeting four times per year instead of three times per year.
5. **President's Report:**
  - Dr. Matkin will be coming to address the remainder of the HR questions in November meeting.
  - COTW Briefings
    - Study Abroad re-establishment – Dean Weasenforth and faculty are working on a proposal that will come forth in spring.
    - Director of First Impressions Event –
    - There were 335 college employees in attendance including, front staff and others who are first line for student interaction. The event included brunch, a workshop, and presentation of thank you gifts. The first of its kind at Collin, the event was hosted by the Human Resources department and President Matkin and was held to both inform and honor staff for their ongoing efforts in serving students.
    - Workshop presenter, Dr. Arlene Arnsberger, spoke of how staff can work to put students first. Points brought up: students are more likely to stay in college if they are engaged. The college has about three weeks to make an impression on students so that they feel welcomed and persist in their academic goals.
    - In an effort to inform faculty members more specifically as to Dr. Arnsberger's research, FC might host focus groups with students sharing their stories.
    - Powerful event with great impact, well received, and will likely be held again in the future.
    - Dr. Scott Parke hired as VP of Policy and Planning. Board Policy project
    - HR and Dr. Parke's team will be looking at every line of every policy. Starting with personnel policies. Former group that looked at college policies might be reinstated for this process. First policy that is being considered is DEC (Local) Compensation & Benefits, Leaves & Absences. Three personal days starting in January will be considered at the October Board of Trustees meeting for the first reading of the revised DEC (LOCAL).
    - Chief of Police – 37 applications.
    - All College Day, January 2016 –
      - Division meetings will include some element of strategic planning.
      - August ACD will be Friday, Aug. 12.

- Innovation Challenge – 14 submissions received, emphasis that timeliness and transparency is important. Committee formed to review the submissions. Hughes will serve on this committee.
- Conceal & Carry –
  - Hughes asked to defer this discussion until the Chief of Police is hired.
  - There will be a meeting between Dr. Matkin, Dr. Kihl, Mr. Ken Lynn, and faculty will meet to discuss how to proceed and prepare for compliance of the law. The law will be enforced on public universities beginning Aug. 1, 2016 and Aug. 1, 2017 at two-year public colleges.
  - Emergency Preparedness Plan
  - How do we mediate situations that arise?
- Distance Learning Committee update – Kimberly Harris is chairing this committee with 18 faculty, cross-discipline, cross-campus, will be addressing the broad scope.
- Campus Representatives meetings –
  - Hughes met with campus reps at CPC and PRC. Very helpful to get a sense of the different dynamics. Meeting with SCC reps to come. Intent is to provide more opportunities for input.
- Survey Monkey results – meeting with Tom Martin in the coming weeks to analyze the data collected.
- Board of Trustees meeting – October 27, first reading of DEC (Local) Compensation & Benefits, Leaves & Absences

## 6. **Committee Reports:**

- **Committee on Technology** – Andrea Szlachtowski, Raja Khoury, Mervat Karout, Co-Chairs:
  - Several requests/input that they are considering. Faculty should be getting software rights to their office computers.
  - Google apps for Education are available.
  - Passing on items coming in through the website to the correct person.
- **Committee on Policy** – Nick Morgan, Co-Chair
  - Main issue is Campus & Carry. Many people responded to work on this.
  - Interest in creating a survey. Will be drafting something to bring to Faculty Council.
  - Open process, need as much input as possible.
- **Committee on Faculty Council Procedures and Nominations** – Dan Lipscomb
  - Looked at the proportionality representation by campus, the current numbers look good.
    - If we expand to 20 members, the numbers don't look as good.
    - If we expand to 22 members, CPC and PRC would be slightly underrepresented. SCC would be slightly overrepresented.
    - The best combination is with a 25-member body.

- Proposed revisions were presented and discussed.
- Item page #6, Officers, #4, drew a lot of discussion. Motion to table the definition of Ex-Officio role. Cohick moved, Jackson seconded. Passed unanimously.
- **Motion** to add “Teaching faculty” to Page 11, Meetings, #5 (Phillips/Brody), passed unanimously.
- **Motion** that Committee investigate the definition of “teaching faculty” (Brody/ Phillips), unanimous.
- **Motion** to accept all recommendations (Tinnen/Jackson), unanimous.
- **Motion** to convert to electronic ballots (Balch/Tinnen), 11 for, 1 against, 4 abstained.
- **Committee on Teaching and Learning** – Marti Rosenfield & Cindy Briggs, Co-Chairs – Formed 8 subcommittees,
  - Lunch-and-Learn 8,
  - Summer Institute 11,
  - FOC 3. *Please see the committee report in full at the end of the minutes.*
  - Calendar of events will be posted.
- **Committee on Academic Freedom** – Joan Jenkins – No report
- **Associate Faculty** – Ashok Kumar – Asked about getting Linux Operating System. President Hughes referred Professor Kumar’s inquiry to the Committee on Technology.

## 7. District Committees

- **All College Council** – TBD – Need a liaison.
- **Council on Excellence** – Mindi Bailey –
  - Multi-year contract review starts next week.
  - 73 faculty contracts are up for review.
  - Going to electronic ballots, opting out.
- **COAT** – Mike McConachie – No report
- **SOBI** – Giant Aryani –
  - Lots of referrals submitted.
  - Nov. 19 workshop: Setting Personal Boundaries.

## 8. New Business

- Reconstitute Committee on the College Community to Committee for the Common Good – Use Sunshine funds to outwardly thank those who help us do what we do. Can collaborate with the Collin Serves committees. Asked for ideas as the committee is formed.
- There are requests to have Large-Group-Instruction (LGI) Committee – Deans are requesting input.
- Student Honor Code Committee – Deadline is Dec. 14 to finalize any revision of the Honor Code.
- Service tab will be added to the Faculty Online Commons to include these opportunities.
- Question on the status of the Hiring Process Committee.

- Next Meeting: Dr. Matkin will be coming to the Nov. 20 meeting to complete answering the HR questions. Meeting will be at CPC conference center.

**Call to Adjourn:** Meeting was adjourned by President Hughes at 3:42 p.m.

Respectfully submitted,  
Amina K. El-Ashmawy

Approved: *Regina M. Hughes, 10/23/15*

**ATTACHMENT:**

**Teaching and Learning Report to Faculty Council 10-23-2015**

respectfully submitted by Marti Miles-Rosenfield on 11/2/2015

**On October 14, T and L sent a Survey Monkey requesting faculty subcommittee participation with an additional request on October 20<sup>th</sup>. From those two requests, we received 69 willing participants, with several people committing service to more than one subcommittee.**

- 1. I have sent the eight subcommittee member lists out to the following people: 1) those who offered to serve as chairs 2) entire subcommittees with a request for someone to step up and take a leadership position. Fourteen people volunteered for the "Lab/Support Staff" subcommittee, with seven people offering to take a lead position. I will send that information to all members on all three campuses with suggested options as to how this group might select a chair or co-chairs, perhaps one lead at each campus. Also, this specific group will be asked to clarify their goals and to provide examples of concerns.**
- 2. Each subcommittee received the following requests: 1) to form a clearly stated mission statement 2) to send meeting dates and minutes to Marti Miles-Rosenfield and Cindy Briggs 3) to post meeting dates and locations on the Teaching and Learning calendar 4) to represent the Collin College faculty in a professional manner 5) to encourage discussion of ideas and issues with members of the Faculty Council 6) to bring forth, in writing, any proposed suggestions and/or actions by sending information either to the Teaching and Learning co-chairs or to the President or Vice-President of Faculty Council.**

3. Each subcommittee member also received the following invitation to present a session at the January 2016 Faculty Development Day Conference on Friday, January 8<sup>th</sup>. Judy James originally sent this request for proposals on 9/28, but I sent it again today in hopes more people will become interested in making presentations in the interest-are of their subcommittees.
4. The proposed timeline below may assist with the formation of strong, cohesive groups, operating efficiently and posting updates on the Teaching and Learning website so that ALL faculty may benefit from their findings.

### **Suggested Timeline for Teaching and Learning Subcommittees**

**By December 3, 2015- Submit chair names, final member list, mission statements, any scheduled meeting dates, etc.**

**January 20, 2016- Provide information regarding subgroups, action plans, contact people, etc. Submit any information you wish to place on the Teaching and Learning website for public viewing by all Collin faculty.**

**February 17, 2016- Provide update, if any, to Teaching & Learning co-chairs to report to Faculty Council on February 19, 2015**

**March 16, 2016- Provide update, if any, to Teaching & Learning co-chairs to report to Faculty Council on March 18, 2015**

**April 6, 2015- Provide update, if any, to Teaching & Learning co-chairs to report to Faculty Council on April 8, 2015**

**May 2, 2015- Provide update, if any, to Teaching & Learning co-chairs to report to Faculty Council on May 4, 2015**

### **Teaching and Learning Subcommittees for Academic Year 2015-2016**

#### **Subcommittee # 1 Lunch and Learn (9)**

**CPC**

**Lee DeBoer**

**Joe Jaynes**

Jacqueline McCorkle

Alan Sauter

### **PRC**

T.J. Pickens (already has a group)-Watch for duplication.

Karen LaPanna

Rachel Bzostek

Meredith Martin

Suzanne Jones

### **SCC**

(Stephen Whitley)-Chair-committee doesn't meet regularly. Others at SCC don't know about committee.

Dulce DeCastro

David Cullen (?)

### **Subcommittee # 2-Summer Institute (11)**

1. Michael Baker

2. Sharon Hirschy

3. Julia Wickett

4. Kelly Martin

5. Sukyanya Subramanian

6. Sudha Madhugiri

7. Susan Mahon

8. Karrie Newby

9. Carole Twichell

10. Camon Melton

11. Audra Heslip

### **Subcommittee # 3-Faculty Online Commons (6)**

1. Dulce De Castro

2. Sharon Hirschy

3. Smriti Anand

4. Lisa Forrester

5. Wendy Commons

6. Melissa Johnson

### **Subcommittee # 4- Retirement/Emeritus (5)**

Chairs: Rosemary Karr and Mike Cohick

1. Brian Allison

2. Laura Foster-Eason

3. Mike Broyles

### **Subcommittee # 5-Creating a Mindful and Healthy Workplace (12)**

Chair: Marti Miles-Rosenfield

1. Ryan Rynbrandt

2. Candace Thomas-Cooper

3. Jennifer O'Laughlin Brooks

4. Jenny Warren
5. Frozina Goussak
6. Susan Evans
7. Marta Moore
8. Tanya Sanchez
9. Whitney Pasani
10. Diana Harmon
11. Traci Ramsey
12. Karri Newby

**Subcommittee # 6-Current Trends/Legislation in Higher Ed. (15)**

Chair: Cindy Briggs

1. Alena Miadzedskaya
2. Alaya Swan
3. Scott Cheney
4. Mary Sue Owen
5. Ann Cervantez
6. Rachel Bzostek
7. Michael McConachie
8. Lynette Kenyon
9. Joseph Dasso
10. Charles Ring
11. Joe Jaynes
12. Christian Madu
13. Camon Melton
14. Diana Sage
15. Marti Miles-Rosenfield

**Committee # 7-Safety/Campus Carry (31)**

Chair: Nick Morgan

1. Alaya Swan
2. Michael Baker
3. Mary Sue Owen
4. Lorena Rodriguez
5. Lee DeBoer
6. Nancy Megarity
7. Kathleen Kays-Wandover
8. Dean Wallace
9. Marti Miles-Rosenfield
10. Kym Nyman
11. Michael Phillips
12. Diana Sage
13. John Glass
14. Rachel Bzostek
15. Meredith Martin
16. Jerry Sullivan



17. Sharon Hirschy
18. Laura Bucila
19. Charlene Green
20. Charles Ring
21. Joe Jaynes
22. Jerry Smith
23. Karen Hanvey
24. Mike Broyles
25. Audra Heslip
26. Gian Aryani
27. Kat Balch
28. Diane Schull
29. Andrea Szlachtowski
30. Aaron West

**Subcommittee # 8-Labs/Support Staff (14)**

CPC

1. Vijaya Velamakanni
2. Tanya Sanchez
3. Smrit Anand

PRC

1. Luz Marina Escobar (Language Lab) \*
2. Kathleen Keys-Wandover
3. Amira Shaham-Ablalancy \*
4. Rachel Bzostek \*

SCC

1. Bridgett Kirkpatrick \*
2. Byrd Williams \*
3. Elizabeth Mellot \*
4. Fred Jury
5. Peter Calvin
6. Carole Twichell
7. Chaka Gezahegn\*
8. Karen Hanvey

\* Volunteered to serve as Chair.

**New Faculty-Service Dates**

**Beginning in 2014**

**Beginning in 2015**

