

**Collin College Faculty Council**  
**CPC, Old Conference Center, D106B**  
**November 20, 2015**

1. **Lunch 12:30 p.m.**
2. **Guest Presentation: President Neil Matkin 1:00 p.m.**
3. **Call to Order 3:15 p.m.**
4. **Roll Call**

**Executive Council**

President: Regina Hughes  
Vice President: Amina El-Ashmawy (absent)  
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) Joan Kennedy, proxy  
Kat Balch (15-17)

**Spring Creek**

Betsy Brody (14-16) Michael Phillips, proxy  
Peggy Brown (14-16)  
Mike Cohick (14-16)  
Chris Grooms (15-17)  
Tony Howard (15-17)  
Joan Jenkins (15-17)  
Barbara Lusk Stern (15-17)  
Paula Miller (14-16)  
Kay Mizell (14-16)

5. **Approval of October 23, 2015, Minutes**

Jackson moved to approve, Cohick seconded. Unanimous approval: Minutes approved.

6. **Treasurer's Report:**

Sunshine fund: \$103.88

Scholarship fund for 2016: \$10,150.76

7. **Vice President's Report:** No Report

8. **President's Report**

- **Large Group Instruction Committee:** A report will follow on discussions about the question of special consideration for those who teach large groups.
- **Governor Abbott announced his 60X30 TX Program:** The 2015-2030 Plan has four STUDENT-CENTERED goals:
  - **60x30 OVERARCHING Goal:** By 2030, at least 60% of Texans ages 25-34 will have post-secondary credentials or degrees.
  - **COMPLETION Goal:** 550,000 students in that year will complete a certificate, associate, bachelor's, or master's from a Texas public, independent, or for-profit college or university.
  - **MARKETABLE SKILLS Goal:** By 2030, all graduates from Texas public institutions of higher education will have completed programs with identified marketable skills.
  - **STUDENT DEBT Goal:** By 2030, undergraduate student loan debt will not exceed 60 percent of first-year wage for graduates of Texas public institutions.
- **Proposals for Innovation Grant:** The process for screening to determine recipients will be shared on the college website; faculty proposals have been outstanding.
- **Hiring Process Committee:** Anyone interested in joining may do so. Some sensitive issues, such as upward evaluation, will be addressed, so anyone choosing to leave the committee may do so.
- **Committee for the Common Good:** Toni McMillen will chair the newly reconstituted committee. President Hughes (RH) announced that its goal is to recognize people important to the college and to thank faculty for what they do for the people of the District. This committee will have an opportunity to come up with a plan to demonstrate our collective gratitude. The committee offers an opportunity for faculty who want to work with the FC.
  - Jenkins has volunteered to canvas her campus.
  - McMillen invited others to join and contribute ideas about potential projects.
  - She will wait to determine the possibilities for the recognition of deserving individuals.
  - She suggested that faculty email her with ideas and volunteer to serve on the committee.

- Discussion followed about HR policies that are sometimes positive and complimentary, sometimes abrupt and inhumane. Their policies will be revisited.
- **Distance Learning Committee:** Dr. Matkin has met twice with twenty-five faculty members on questions regarding distance learning to seek their input. Dr. Matkin is impressed with the wide representation of disciplines and campuses on the committee. Kimberly Harris is the chair with three subcommittees.
  - The committee will lead the search for the best Learning Management System (LMS) for Distance Learning when Blackboard's contract expires in October.
  - Mark Garcia is working with those entities and will give us two other choices to compare to Blackboard.
  - Contact Garcia if interested. January 12 is the target date for the presentations.
- **Faculty Survey Results:** 183 respondents rated the questions as to the most important for the Faculty Council to consider:
  - **Question #1: what is most important for Faculty Council to consider?**
    - **Most important:** improve interaction with administration to ensure a faculty voice (3.47 out of 4). RH reported that Dr. Matkin has been very responsive to shared governance, being attentive to Faculty Council issues. He has listened to RH and responded.
    - **Second in importance:** encourage faculty to become involved in major decisions concerning teaching matters (2.78 out of 4). Academic freedom is on this list. Joan Jenkins, Chair of the Academic Freedom Committee, is on the committee that will address problems with academic freedom.
    - **Next to last in importance:** encourage all faculty to partner with Faculty Council representatives in setting goals for faculty issues (2.19 out of 4). Communication is an issue; faculty wants to know what is going on and what issues are under discussion. They want more informative emails. A discussion followed about how to make representatives known and how to improve interaction.
    - **Last in importance:** encourage all faculty to partner with Faculty Council representatives for innovations that involve teaching. (1.67 out of 4) This one is important, but the consensus was that it could wait.
    - The results of the rest of the survey listed various areas that need attention.
- **Leave Without Pay:** Dr. Matkin talked about this issue in his presentation.
- **Stipend for Faculty Council President:** Dr. Matkin has requested a \$250 monthly mileage stipend for the expenses incurred by RH and future Faculty Council presidents. This request is pending Board of Trustees approval.

- **Appreciation:** Emails from Kat Balch in soliciting volunteers to help with the Plano Balloon Festival resulted in the organizers submitting a scholarship check for \$2000 to the Board.
- RH announced the approval of **Jon Hardesty and Abe Johnson** as the new Vice President-Provosts at Central Park and Preston Ridge, respectively.
- RH announced the new Vice President of Policy and Planning: **Dr. Scott Parke**. Collin also has a new Chief of Police, **William (Bill) Taylor**.
  - Chief Taylor will be the primary lead on the Concealed Carry/Campus Safety issues.

9. **Committee Reports:**

- **Committee on Technology** – Andrea Szlachtowski, Raja Khoury, Mervat Karout, Co-Chairs: No report
- **Committee on Policy** – Nick Morgan, Chair.
  - The committee was introduced.
  - Comprised of thirty-six members, divided into nine working groups to investigate questions related to issues the law will bring about
  - The committee is modifying a draft of a survey to be distributed.
  - A syllabus statement will be considered.
  - The committee suggests that the Faculty Council should weigh in on the interpretation of the law in the classroom.
  - Morgan met with Dr. Matkin, Dr. Kihl, Ken Lynn, and Regina Hughes to discuss safety rules once the Conceal & Carry law is in place in August 2017.
  - The committee will meet with the new Chief of Police. A working group is researching the bill to fully understand the intent of the law, rather than go by the media hype.
  - Questions raised: how to dispense classroom information, how to fund door locks, and how to install panic buttons.
- **Committee on Faculty Council Procedures and Nominations** – Dan Lipscomb, Chair
  - A great deal of discussion ensued on the way the policy on *ex-officio* should read.
  - Eventually, after many suggested revisions to the options, Stern moved, Phillips seconded, and motion carried that we accept B2: “The Immediate Past-President may serve, at the discretion of the current President, and upon his or her consent, as an advisor to and *ex-officio* member of the Faculty Council Executive Committee.”
- **Committee on Teaching and Learning** – Marti Rosenfield & Cindy Briggs, Co-Chairs – Formed multiple subcommittees- no report
- **Committee on Academic Freedom** – Joan Jenkins, Chair – no report.
- **Committee on Associate Faculty** – Ashok Kumar, Chair – no report
- **Student Handbook Committee:** Cathy Donald-Whitney and Kat Balch, Co-Chairs:
  - Ad-hoc special meeting was formed due to administration request.

- Donald-Whitney reported on scholastic dishonesty policy to include in our syllabus.
- The committee was asked to investigate if the policies meet the needs of the college? If not, what is missing?
- The committee found that the policy about students using the same papers in several classes is unclear.
- Another issue is plagiarism.
- Some discussion followed about communication to new faculty about college policies and procedures. In cases of plagiarism, is it mandatory to contact the dean? The committee found that there is nothing to tell us what the procedure is.
- Comments: the section about dishonesty is adequate as it stands.
- Procedural recommendations: concern about how to report a student issue to the dean's office needs discussion.
- Donald-Whitney asked RH to invite the Dean of Students to come to FC to talk about how they handle cases outside the restraints of the student handbook.
- Last: discussion about the consequences of cheating needs to take place. Faculty Council needs to make sure that faculty retains freedom regarding this issue. RH has asked the Dean of Students about coming to the January meeting to clarify.
- Grooms commented on the policy on etiquette. He and Hasler revised it to include something about procedures for cell phones, etc.
- Suggested that violation should be decided before any grading penalties. He said students did not have an idea what was in the handbook. Donald-Whitney agreed and called for better communication between the Dean of Students Office and faculty.
- RH confirmed that she had experienced a problem and found nothing in the handbook that would clarify it. She reminded us that if we put a consequence in the syllabus, we are bound by it. We do have an option to make subjective decisions about it. Grooms said the handbook had not been specific because of the needs of different disciplines. Needs to be open for disciplines, but RH said we must be consistent. Miller called up the language in the last line--objecting to the language. Everyone agreed with her.
- Donald-Whitney asked for feedback from all.

#### 10. **District Committees**

- **All College Council** – TBD – Need a liaison. No report.
- **Council on Excellence** – Mindi Bailey, Chair – no report
- **COAT** – Mike McConachie, Co-Chair – no report
- **SOBI** – Gian Aryani – no report

11. **New Business:**

- Resolution: Phillips read the following resolution.

“Be it resolved, that the total number of representatives for the Faculty Council be increased from eighteen to twenty-five, that the Faculty Council consist of six representatives from Central Park Campus, seven from Preston Ridge Campus, and twelve from Spring Creek Campus, and that the Faculty Council adjust the size of the Council and its makeup at least every five years based upon allocation of faculty members at the different campuses.”
- Howard moved that we accept the proposal, seconded by Cartwright, and discussion followed. Lipscomb clarified that the number of seats should be balanced according to the number of faculty at each campus. Doing so is complicated by the staggered terms of representatives (either one or two-year terms); any change in the number of representatives to equalize representation of the now under-represented Central Park Campus will prove difficult. The increase to 25 representatives will provide better proportionality by campus and better representation for a growing faculty body. The vote to approve the equal distribution of representatives among campuses was unanimous.
- Based on faculty response to September survey, RH will be conducting campus specific meetings in January.
- No Council meeting will be held in December.

12. **Call to Adjourn: Howard moved and Jenkins seconded to adjourn. Adjourned at 4:48 p.m.**

Respectfully submitted,

Peggy Brown, Secretary

Minutes Approved: Regina M. Hughes, 1/18/2016

**Approved by Faculty Council January 22, 2016**