

**Collin College Faculty Council  
August 25, 2016 Meeting Agenda  
CHEC, Board Room**

- I. Lunch 12:30 PM**
- II. 1:00 PM Call to Order**
- III. Roll Call**

**Executive Council**

President: Regina Hughes

Vice President: Amina El-Ashmawy

Treasurer: Kat Balch

Secretary: Kelley Reynolds

**Central Park**

Joe Jaynes (16-18)

Jeni Long (15-17)

Toni McMillen (16-18)

Gina Perkins (15-17)

**Preston Ridge**

Levi Bryant (16-18)

George Jackson (15-17)

Nick Morgan (16-18)

Kim Nyman (16-18)

Debra St. John (16-17)

Lupita Tinnen (15-17)

### **Spring Creek**

Doug Boliver (16-18)

Peggy Brown (16-18)

Mike Cohick (16-18)

Chris Grooms (15-17)

Tony Howard (15-17)

Joan Jenkins (15-17)

Lynn Jones (16-18)

Rebecca Orr (16-18)

Michael Phillips (16-18)

Steve Stallings (16-18)

Barbara Stern (15-17)

Roger Ward (16-17)

### **Associate Faculty**

Patricia Coble (16-18)

## **IV. Approval of May, 2016 Minutes**

A. El-Ashmawy made a motion to accept the May 2016 meeting minutes. The motion was seconded by T. McMillen. The May 2016 minutes were approved unanimously.

## **V. Treasurer's Report**

K. Balch reported that there was \$917.00 in the operating budget and \$91.00 in the Sunshine Fund. \$1447.00 was collected at All College Day for the Faculty Scholarship Fund.

## **VI. Vice President's Report**

A. El-Ashmawy reported that she had negotiated with American Food and Vending to obtain \$10 lunches for Faculty Council Meetings. Please sign in if you eat lunch.

## **VII. President's Report**

### **i. President's Meetings: Briefings**

The second annual Summer Faculty Institute was successful. There will be a report in October.

Canvas training will continue. BlackBoard will not be accessible after 9-30-16.

There will be some Concur "refresher" courses. R. Hughes has asked for a tutorial.

### **ii. Board of Trustees Meetings: Briefings**

A new campus in Wylie has been approved.

Trustee Arias has resigned – applications are being accepted for her replacement.

The Board approved the 4% salary increase.

Next Board meeting is 9-27-16.

### **iii. Looking Back, Looking Ahead**

#### Highlights of 2015-2016

Faculty Council now has 25 elected representatives.

R. Hughes thanked the Campus Carry, Emergency and Safety Procedures Committee for their hard work.

The Summer Faculty Institute will continue.

The Distance Learning Committee continues work – there was a discussion at the last meeting regarding a peer review process for courses.

Changes in the hiring process are ongoing. HR should be modifying the process according to feedback. Comments regarding the process should be sent to Norma Allen or Kim Davison. R. Hughes recommended to

HR that the original committee could come back together to give feedback as well.

Modifications in the lab management process and discrepancies in lab pay have been brought to Dr. Kihls attention.

Faculty now have three Personal days to use each year.

The Committee for the Common Good has hosted a reception for retirees, is partnering with COE to recognize Outstanding Professor nominees, and is hosting a “Welcome” for new faculty

The FC website has been updated by Ed Bock.

FC processes have been updated and the election was by electronic ballot.

FC President and Vice-President are on The Committee of the Whole.

FC President now gets a travel allowance

There was a general discussion regarding personal days. A faculty member was told (by their Dean) that they could not use their personal days at the time they needed. There should not be any restrictions on personal days. A question was asked about the details of the additional leave without pay days that were added. Five days a year were added for faculty to take as needed. Leave without pay following a catastrophic illness was also increased. R. Hughes will review and report all of the details back to FC. A link could be put on the FC website with the updates.

#### Looking Forward to 2016-2017

Faculty salary review is a priority according to Dr. Matkin and Dr. Kihl.

There will be a survey of faculty to obtain ideas for FC.

Communication e-mail lists for FC representatives are being worked on.

Lab management is ongoing process.

Campus Safety and Campus Carry is ongoing.

The current food service contract issues are ongoing.

The Academic Alignment has already happened – an upward evaluation process by faculty has been suggested- not a personal assessment but a process assessment.

Jason Morgan is heading the Intellectual Property discussion. There are questions regarding Barnes and Noble and faculty that write their own textbooks.

There were several questions and a discussion regarding Barnes and Noble. It was noted that the “price match” only applies to B&N online and Amazon. What is faculty liability if we suggest students go

elsewhere to get their textbooks? Is it an issue of faculty tell students that earlier (cheaper) editions of textbooks are acceptable? Are we allowed to use “Open Stacks”? October 15<sup>th</sup> is the deadline to choose Spring 2017 books. When will all faculty have access to B&N Enlight? R. Hughes will follow up and report back.

Distance Learning expansion and quality is ongoing.

## **VIII. Committee Reports**

Technology: no report

Policy: N. Morgan reported that Campus Carry started on 8-1-16 for public universities. Three faculty members at UT filed a lawsuit but it was dismissed. The committee is working with PR to set up meetings at each campus. There has been no word about the completed survey. Campus safety is the focus.

Common Good: K. Balch and T. McMillen reported that the Plano Balloon Festival Half Marathon will be on 9-25 – they will need 200 or more volunteers. An e-mail will go out next week. Staffing the marathon will result in a \$2000.00 donation to the Faculty Scholarship fund. There has been positive feedback on the retiree reception – it will be in April this coming year and the bios will be shorter. There will be a new faculty reception as well this year. Please bring your colleagues to a FC meeting. This committee needs an additional member – the next meeting is Tuesday, August 30<sup>th</sup>, 3:00 pm at CHEC.

FC Process and Nominations: D. Lipscomb did not have a report. Expect minor edits to the Policy and Procedure manual.

Teaching and Learning: FC needs someone to head this committee.

Academic Freedom: no report

Associate Faculty: P. Coble stated that the e-mail communication list will be important for her to generate awareness of FC to Associate Faculty. Did AF get a 4% salary increase as well? Dr. Matkin will follow up on this next week.

An Associate Faculty Committee has been formed that is made up of the faculty that ran for the representative position.

## **IX. District Committee Reports**

Council on Excellence: K. Harris reported that Professional Travel funds have been approved. An e-mail with details will go out in a few days. Eighty faculty members are up for multi-year contracts. There will be a special election to replace Karen Musa. Congratulations to the Outstanding Professor finalists.

CAB: G. Miller reported that language classes are currently under review.

There is a lot of confusion regarding the chain of command for curriculum changes. Physical Education has been added to the core. A checklist/rubric for Workforce Programs is being developed.

COAT: no report

SOBI: no report

## **X. New Business**

TCCTA memberships expire 9-1-16. There are representatives on all campuses.

The Faculty Leadership conference is October 7-8, 2016 in San Antonio. The annual conference is February 23-25, 2017 in Austin.

The next Faculty Council meeting is September 16, 2016, #107 CHEC  
Please note this is a change from the previously posted meeting date.

**XI. Call to Adjourn**

T. Howard made a motion to adjourn at 1:56 pm. The motion was seconded  
by L. Jones.

**XII. Inaugural Collin College Faculty Council-COE Outstanding Professor  
Finalists Celebration**