

**Collin College Faculty Council
January 20, 2017 Meeting Minutes
CHEC Board room**

- I. Lunch 12:30 PM**
- II. Dr. Matkin gave some updates and was available for some questions and answers.**
- III. 1:15 PM Call to Order**
- IV. Roll Call**

Executive Committee

President: Regina Hughes

Vice President: Amina El-Ashmawy

Treasurer: Kat Balch

Secretary: Kelley Reynolds

Central Park

Joe Jaynes (16-18) – Tiffany Cartwright proxy

Jeni Long (15-17)

Toni McMillen (16-18)

Sally Haas (15-17)

Seema Endley (16-18)

Preston Ridge

Levi Bryant (16-18) – Rodney Boyd proxy

George Jackson (15-17)

Nick Morgan (16-18)

Kim Nyman (16-18)

Debra St. John (16-17)

Aaron West (15-17)

Spring Creek

Doug Boliver (16-18)

Peggy Brown (16-18)

Mike Cohick (16-18)

Chris Grooms (15-17)

Tony Howard (15-17) – Scott Yarbrough proxy

Joan Jenkins (15-17)

Lynn Jones (16-18)

Rebecca Orr (16-18)

Michael Phillips (16-18)

Steve Stallings (16-18)

Barbara Stern (15-17) - absent

Roger Ward (16-17)

Associate Faculty

Patricia Coble (16-18)

V. Approval of December, 2016 Minutes

P. Miller noted that “Faculty Scholarship” should be amended to “Full Time Faculty Scholarship”. M. Cohick made a motion to approve the minutes with the correction. P. Brown seconded the motion. The amended December 2016 minutes were approved unanimously.

VI. Treasurer’s Report

K. Balch reported that there was \$201.00 in the Sunshine Fund, and \$3933.00 in the operating budget. We do not have the final tally for the Full Time Faculty Council Scholarship yet.

VII. Vice President's Report

A. El-Ashmawy and R. Hughes recently attended Cougarmart training. We will need to amend the Faculty Council procedures to include changes in the Presidents and Vice Presidents role. A. El-Ashmawy answered some questions regarding food service.

VIII. President's Report

i. Campus Specific Meetings

Items discussed at the campus specific meetings included: campus signage, designation of one "go-to" campus representative, inconsistency in caps on face to face classes, hiring challenges – faculty would like to have input in writing the job posting, role of the FC campus representatives, personal liability in the hiring process, is Developmental Education moving to Continuing Education, how Distance Learning is factored in faculty load, should FC meetings rotate or stay at CHEC, and why language classes aren't offered in Maymester or Wintermester. Some of these issues will be discussed at future meetings. R. Hughes will make a list of questions and submit to Dr. Kihl.

Additional questions that have been asked recently by faculty: Are faculty members required to record their lectures? Can faculty members be required to have classes participate in Service Learning? R. Hughes will follow up on these questions as well.

ii. Faculty Compensation Committee

First meeting is this afternoon 1-20-17, starting at 3 PM.

iii. Intellectual Property

The Collin College Intellectual Property policy was tabled at the last meeting. The current concern is if works developed during a sabbatical or study grant belong to the creator or the college. The college understands there needs to be a discussion about this matter. Faculty Council members hope the college wants to incentivize academic

creativity. Barnes and Noble has said they would work with faculty that have their own textbooks.

iv. Spring 2017 Campus Interdisciplinary Dialogue

It is probably too late to plan a district wide event about racism and intolerance at this point. Each campus has an event planned. Please let R. Hughes know of any events and she will inform us of plans.

v. Personal Liability and Freedom of Information Act

Notes and e-mails composed during the hiring process can be requested by individuals that ask for access. This information needs to be passed along to all participating in the hiring process. We are not sure if grids are released – R. Hughes will follow up on this. It was suggested that someone with legal knowledge should help with training hiring committees. Could we have a lawyer come speak to Faculty Council? An informational document could be posted on the website for us to refer to.

vi. Healthcare Reserve Fund

There was a rumor the \$30 million set aside for a healthcare reserve was going to be used for other purposes. There is no evidence of this. Keep in mind the Board can decide how this money is used.

vii. Faculty Evaluation Tool

The faculty annual appraisal form is in process of revision.

viii. Professor Watchlists

There was a discussion regarding professor watchlist websites. Most of these sites attempt to identify “liberal” faculty members. The leadership team is aware.

ix. Board of Trustee Briefings

At the December 6th meeting, the check from the Plano Balloon Festival was presented and K. Balch was acknowledged for her contribution. Lupita Tinnen has been named Interim Associate Dean at PRC.

IX. Committee Reports

Technology: See attached report in Appendix

Policy: N. Morgan stated that he was told by Provost Abe Johnson that campus signage is part of a larger security plan for the district. M. Phillips relayed an issue regarding communication between Collin Police and EMS.

Common Good: T. McMillen showed members a questionnaire to gather information for the retiree recognition event in April. The information provided via the questionnaire will be used in the presentation held following the April FC meeting. The annual Stetsons and Stilletos Fundraiser will be held on February 18th. Contact T. McMillen or K. Balch if you would like to sit at the faculty table.

FC Procedures and Nominations: D. Lipscomb stated the committee is getting ready for officer and campus rep elections.

Teaching and Learning: No report

Academic Freedom: See attached report in Appendix

Associate Faculty: P. Coble is forming Associate Faculty discussion groups to relay information. She will ask for input on professional development and training.

X. District Committee Reports

Council on Excellence: R. Hughes passed along to look for an e-mail about travel funds.

ACC: T. Cartwright reported that the Meals on Wheels Drive will be starting soon. ACC has also created an award for Collin student employees.

CAB: G. Miller reported that CAB continues to review proposals. Sociology and Technical Writing will be added to the Core.

COAT: No report.

SOBI: G. Aryani reported that more SOBI training sessions will be announced. Collin police are attending training to teach us “CRASE” – Civilian Response to Active Shooter Events.

XI. New Business

N. Morgan presented the Campus Carry Policy resolution. K. Balch made a motion to discuss the resolution which was seconded by D. St. John. All members were in favor of the motion.

Comprehensive Campus Carry Committee presentations by Nick Morgan and Michael Phillips resulted in an extended discussion. M. Cohick called a point of order. For the sake of time, the Resolution was tabled and will be brought up again at a future meeting.

A. El-Ashmawy made a motion to table the resolution which was seconded by D. St. John. All but one member voted to table the proposed resolution.

P. Coble made a motion to table the Anti-Racism resolution which was seconded by M. Cohick. The motion passed unanimously.

XII. Call to Adjourn

A. El-Ashmawy made a motion to adjourn at 2:50 pm. The motion was seconded by J. Long.

XIII. The next Faculty Council meeting will be February 17, 2017 at CHEC in Room 139.

Minutes Approved by Regina M. Hughes, President of Faculty Council, 1/30/2017

Appendix

Faculty Council Committee Report

January 2017

COMMITTEE: Technology Committee

SUBMITTED BY: Karout, Mervat

Last Meeting Date: Meeting was held on Friday January 6th, 2017

Active Members: (In order of last name, list all members who attended meeting/or contributed to work listed in this report.)

Member's names: Ann Blackman, Deborah Cardenas, Ann Cervantez, Sue Furnas, Sharon Hirschy, Rajasree Kannampuzha, Mervat Karout, Gwen Miller, Angela Payne, Pat Pierson, Dustin Potter.

Summary of Discussions/Activities: (List the current items your committee is addressing, status update on those items, action items completed, any subcommittee work, person(s) responsible for each action item, etc.)

- The committee held a day long presentation on Microsoft Office 2016, Windows 10, Office 365/Outlook and Canvas during Faculty Conference day on January 6th, 2017. Members of the software subcommittee (Mervat Karout, Deborah Cardenas, Rajasree Kannampuzha, and Dustin Potter) spent three hours each introducing the faculty to the new software. Other members (Ann Blackman, Ann Cervantez, Sue Furnas, Sharon Hirschy, Gwen Miller, Angela Payne and Pat Pierson) volunteered to help as well. The day was a success.

Summary of Action Items: (List action items current under way.)

- The committee is currently working on alternatives to Faculty websites that function using "Dreamweaver" software.

Next Meeting Planned: on Friday 02/03/2017

Collin College Faculty Council January 2017 Report

Committee: Academic Freedom

Submitted by: Joan Jenkins, Co-chair

Last Meeting Date: (list date of last physical meeting or the dates of e-discussions)

Committee convenes as necessary when issues are referred to it. Last email communication was at the beginning of Fall '15 semester in response to Regina's request for current committee membership rosters. I contacted previous members to confirm their desire to continue on the committee, as well as others who had expressed their interest in serving.

Active Members: (in order of last name, list all members who attended meeting and/or contributed to work listed in this report)

Bryant, Levi
Howard, Tony
Jenkins, Joan – co-chair
Jury, Fred
Mellott, Elizabeth
Nyman, Kim – co-chair
Phillips, Michael

Rich, Nelson
Sherman, Greg
Sullivan, Jerry
Tulloch, Sam
Ward, Roger
Williams, Byrd

Summary of Discussions/Activities: (list the current items your committee is addressing, status update on those items, action items completed, any subcommittee work, person(s) responsible for each action item, etc.)

- A. At this time, the committee has had no cases regarding academic freedom referred to it.
- B.

Summary of Action Items: (list action items current under way)

- A. (see above)
- B.

Next Meeting Planned:

As need arises