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**Collin College Faculty Council**

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*Feb. 7, 2020, 1:00, CHEC 107 | Meeting called to order by VP Aaron West*

**Faculty Council Representatives for 2019 - 2020**

Friscio Campus	McKinney Campus	Plano Campus
Rachel Bzostek-Walker (2018 – 20) Proxy: Alaya Swan	Seema Endley (2018 – 20)	Hannah Adams (2019 – 21)
Randy Collins (2018 – 20)	Joe Jaynes (2018 – 20)	Doug Boliver (2018 – 20)
Diana Gingo (2018 – 20)	Toni McMillen (2018 – 20)	Peggy Brown (2019 – 21)
Suzanne Jones (2018 – 20) Proxy Joan Kennedy	Lorena Rodriguez (2019 – 21)	Mike Cohick (2019 – 21)
Jason Morgan (2018 – 20)	Jason Snyder (2019 – 21) Proxy: Susan Owens	Bridgette Kirkpatrick (2018 – 20)
Kim Nyman (2019 – 21)	Vijaya Velamakanni (2019 – 21)	Michael McConachie (2018 – 20)
Sunita Rangarajan (2019 – 21)		Kay Mizell (2019 – 21)
Debra St. John (2019 – 21)		Marta Moore (2018 – 20)
		Barbara Stern (2018 – 20)
		Larry Stern (2019 – 21)
		Roger Ward (2019 – 21)
		Stephen Whitley (2018 – 20)
<b>Associate Faculty Representatives</b>		
Bonnie Ford (2018 – 20)	Susan Owens (2018 – 20)	John P. Williams (2018 – 20) Proxy: Bonnie Ford

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**Approval of Minutes**

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Secretary: Bonnie Ford, Roll Call; Motion to approve minutes Mike McConachie, Seconded by Mike Cohick

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## **Board Reports**

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### Treasurer's Report: Bonnie Ford

Meeting Expenses: 3685.92

General Supplies: 960.00

Sunshine Funds Needed: The sunshine fund is \$230 in cash, and 3 \$15 target gift cards

### Vice-President's Report: No Report, subbing for Kat

### President's Report: Aaron West

(SEE Aaron's ppt)

- Board of Trustee's update
- Voting precincts relocating to conference centers at all campuses
- Wylie Campus piano purchase approved for music students, Collin College can continue with a Steinway school distinction
- SACS/CPC team visiting district Feb. 10-12 for review of our level changes to the BAT and BSN degrees

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## **Standing Faculty Council Committees**

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Academic Freedom: Roger Ward and Diana Gingo Chairs,  
No Report.

Associate Faculty: John P. Williams, Chair-

- Adjunct Faculty Collaboration Conference Feb. 22, 2020; Please remind adjuncts that they can register via Canvas.

Committee for the Common Good: Vijaya Velamakanni, Chair  
Seema: sunshine fund for faculty, planning for retiree celebration

Policy: Debra St. John and Aaron West, Chairs:

Faculty question: Student handbook does not include gender and sex in the non-discrimination policy (pg. 86-87).

Response: Collin College does have a non-discrimination policy and what it broadly entails on pg. 89-91.

Collin College will begin implementation of new federal regulations as soon as they are released, pg. 89-90.

This addresses and answers the question of discrimination for students, but further research will be done on the faculty side of the policy and whether such a policy is in place for the faculty handbook.

Procedures and Nominations: Dan Lipscomb, Chair

- 2020-2021 projection is 537 full-time Faculty. See Dan's distribution projection report.
- The question is how to assign new representation, either grow by four full-time (FT) spots (30 reps) or by two (28 reps), or to leave the number as it stands (26 FT reps).
- Dan's recommendation is to stick with 26 and add two as the district expands. Council is generally in favor of staying any increase in adjunct representatives until campuses open.

Kim Nyman motions to increase the faculty council from 26 full time members to 28 full time members for the 2020-2021 year, seconded by Mike Cohick. Vote: Motion carries.

- Plano will lose two FT reps, Mckinney will gain 1 rep. Plano is currently over-represented, and Mckinney is currently under-represented. Wylie would gain 1 FT rep the Technical Campus will receive 2.
- Reps who are attending the new campuses will serve the remainder of their term. Term limits will apply of two consecutive terms followed by a gap year.

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During the January meeting the question of Proxy representation arose.

Past practice:

- Absent reps sent non-elected colleagues to proxy
- Current reps did not serve as proxy.

Current practice:

- Current reps can serve as proxies.
- At times, current reps can serve as proxies for multiple reps

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**Issue 1: Attendance**

How many meetings may a representative miss before the seat is declared vacant?

**Recommendation:** Amend procedures manual: "The seat of a representative may be declared vacant if the representative is absent for three meetings in one academic year."

**Issue 2: Proxy**

If a representative sends a proxy, does that count as an absence?

**Recommendation:**

Representative is considered absent if not in attendance, regardless of proxy.

(Robert's Rules prohibits proxy voting unless permitted in bylaws.)

**Issue 3: Proxy Voting**

Should current representatives serve as proxy for absent members?

**Recommendation:** Proxy may not be a serving representative. One representative, one vote.

**Issue 4: Proxy Pool**

- Composed by election runners up, "gap year" reps, and regular attendees that aren't members.
- Ideally should be from the reps campus
- Counts as college service
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**Recommendation:**

Absent rep must send a proxy or contact the president/secretary in advance and have a proxy appointed.

**Issue 5: One-semester leave**

Point 5 from manual "the event that a representative faces long-term unavoidable conflicts with scheduled meeting times due to illness or other

**Recommendation:** Amend point 5 to indicate a representative may request a one-semester leave for sabbatical, family, or medical leave.

Barbara Stern motions to accept all issues, Kay seconds.

Discussion on the motion: should Faculty Council still allow for proxies, consequences for non-attendance, and risk of quorum.

Peggy Brown motions to table Barbara's motion in favor of further discussion, Jason Morgan seconds. Vote: Motion carries. (Issues 1-5 are tabled for a future meeting on the question of proxies and whether they should be continued.)

Teaching and Learning: Suzanne Jones, Chair

No Report

Technology:

No report

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**District Committees:**

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**COE:**

No report

**Staff Council:** Shane Apple, liaison

No report

**CAB:** Kathy Fant

Many program revisions were revisited.

- Welding: new director meeting with industry. Changed some courses to meet industry demands, reorganized plan for clearer stackable certification process.
- Collision/Automotive: new director
- Construction Mgmt: changed some courses to meet industry demands
- CAD: five new advisors, recommending civil drafting and an advanced projects course
- Interior design: added prereqs so that students must take courses in sequence for the benefit of a cohort.
- Engineering: added lab hours to two mechanical engineering courses to increase student success
- Business Mgmt: moving Entrepreneurship certificate from Marketing to Business Management (no completers for last five years, better aligns with degree and will be stackable).

**COAT:** Aaron West

Deadline for assessment review is Monday, February 10 by 5 PM

**SOBI:** Rachel Bzostek Walker, Chair-No Report

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**New Business**

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- Can Testing Center forms be submitted online?
- To make instructor of record changes for evaluations, contact Web Services.

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**Meeting Adjourned**

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Call to Adjourn: Peggy Brown motions, Debra St. John seconds

Next meeting: CHEC 139, March 20, 2020