

Collin College Faculty Council Meeting

Date: October 27th, 2023

Time: 1:00PM

Location: CHEC, Room 107 and via Zoom

Roll Call: Matthew Hamilton, Secretary

Representative	Campus	Division	Attending	Non-attending
Lauren Angel	Frisco	Richardson	X	
Sofya Antonova	Plano	Wang	X	
Josh Arduengo	Plano	Streater	X	
Shannon Bates	Frisco	Richardson	X	
Lindsey Brown	McKinney	Peruski	X	
Mike Brucia	Technical	Coffman	X	
Roberta Cravo	McKinney	Evans	X	
Clayton Cummings	Districtwide	Adjunct Rep	X	
Tara DeAndrea	Plano	Millen	X	
Chris DuBois	Plano			X
Seema Endley	McKinney	Evans	X	
Andy Galloway	Districtwide	Galloway	X	
Rhonda Green	McKinney	Millen	X	
Cynthia Gruver	Frisco	Powell	X	
Matt Hamilton	McKinney	Evans	X	
Tony Howard	Wylie		X	
Joe Jaynes	Technical	Gainer	X	
Lynn Jones	Plano	Streater	X	
Natalie Malin	Districtwide	Adjunct Rep		X
Tonya McMillon	Frisco	Powell		X
Serena Richards	Frisco	Richardson	X	
Linda Sears	Plano	Tinnen	X	
Jason Smoot	Plano	Wang		X
Dianne Stroman	iCollin			X
Stephanie Tyson	Districtwide	Adjunct Rep	X	
Jimmy Wallace	Plano	Tinnen	X	
Stephen Whitley	Plano	Wang	X	

Motion to approve minutes made by Tony Howard, seconded by Mike Brucia.
Minutes approved.

Executive Committee Reports

Treasurer's Report: Josh Arduengo

Total remaining: \$4376.53 or 87.5% of our remaining budget.

Vice-President's Report: Rebecca Orr

- **International Travel Policy**
 - Why is there a limit on how often you can travel internationally?
 - Administration has delayed moving forward on getting this changed.
- **Newsletter**
 - A question was raised regarding the intent of the newsletter and if the intended audience of the newsletter was just FC or all faculty.
 - Rebecca Orr clarified that the newsletter audience is all faculty and the intention is to keep all faculty in “the know” as well as to communicate what FC is accomplishing.
 - Message fc@collin.edu with any accolades about you or anyone else.

President's Report: Kimberly Harris

- **AGS**
 - Has met twice since the semester started.
 - International Travel Policy and Stop the Bleed Kits were brought to AGS.
 - Concerns with training for stop the bleed kits.
 - Requests a list of all the college committees so that faculty can be aware of them and serve.
 - Should be coming soon.
 - Faculty Workload Audit
 - With the replacement of the old 14% summer pay for full-time faculty, faculty began teaching more sections.
 - An internal audit revealed that full-time faculty are teaching too many sections per semester, according to Admin.
 - Admin appears to want to cap this at seven.
 - But this causes concern because some faculty are capable of more.
 - Another concern raised was faculty “moonlighting” at other institutions.
 - Admin thinks this should be disclosed to the college.
 - Deadline of January for guideline recommendations concerning overloads and reporting of “moonlighting”

- **Academic Freedom**
 - Faculty Council have been asked by Jon Hardesty to come up with a process for faculty to follow when a faculty member alleges their academic freedom has been violated. The Academic Freedom committee will work to draft a process.
- **Updates**
 - All-faculty meeting with Dr. Matkin
 - FC was privy to the questions but not the answer options.
 - Admin has received positive feedback on this convocation.
 - Website and Procedure Manual Updates
 - Rhonda Green gave an update.
 - If something needs to be updated in the procedure manual, please contact FC.
 - OER
 - FC has been charged to create a position statement of committee recommendation concerning the adoption of OER textbooks as it relates to dual credit; uphold academic freedom without burdening students.
 - Comments from the floor:
 - Roger Ward - Concern that the college is violating academic freedom by asking faculty to adopt an OER.
 - Rebecca Orr – Admin says they understand faculty are free to adopt textbooks of their choosing, but want a statement showing faculty stay aware of potential low cost alternatives and are trying to minimize costs.
- **Task Force Updates**
 - DOS Task Force
 - Has met a couple of times.
 - Meeting with DOS soon to discuss options faculty have in scholastic dishonesty cases in terms of assigning a grade that can be changed later based upon the outcome of the case filed with DOS.
 - Investigating how other schools enforce scholastic dishonesty and will report to FC next month.
 - Gradebook Task Force
 - Met to discuss the implementation of the Canvas gradebook feature districtwide.
 - Concern that Canvas gradebook does not allow certain end-of-year assessment considerations for students, that Excel does allow for.
 - Wants to know how many faculty do not use the gradebook feature in Canvas, is deploying a survey to learn more.
 - Dual Credit Task Force

- Matt Hamilton gave a report:
 - The task force initially met on September 29th, 2023, to outline the group's mandate and focus. The task force was asked to think about some "ground-level" issues and concerns rather than seeking wholesale institutional changes. It was determined that the focus of the task force would be to take on issues and find solutions that would make the dual credit program at Collin College a better experience for the faculty who teach it. Over the course of the past month, the chair has collected these recommendations via email and will be meeting with the task force next month to compile a comprehensive list of action items to be submitted to the Faculty Council at that time.
 - On Wednesday, October 4th, 2023, the task force was given an action item by Faculty Council President Kimberly Harris to create a survey to be sent to all faculty, full-time and adjunct. The task force was instructed to craft questions designed to solicit from faculty their experiences with dual credit (both positive and negative), identity issues pertaining to contact hours, textbooks, curriculum, scheduling, scholastic dishonesty, academic freedom, etc.
 - An initial survey was constructed by Matthew K. Hamilton and Melissa Bird and then expanded with the inclusion of additional questions suggested by the remainder of the task force, which met on October 11th, 2023.
 - Over the course of the next week, the survey was further edited and expanded with the input of the executive committee. Currently, the survey is being reviewed by the FC Executive Council. Results of the survey will be analyzed by the task force upon its completion and reported to the Faculty Council at that time.
 - Student Evaluation Task Force
 - Will meet in the next couple of weeks to devise a strategy to create a better method than the college currently uses.

Standing Faculty Committee Reports

Academic Freedom – Diana Gingo

- No report

Adjunct Faculty – Stephanie Tyson

- No report

Common Good – Vijaya Velamakanni and Seema Endley

- No report

Policy Committee – Joan Hunsaker

- A subcommittee has been created to review shared governance in the manual and make recommendations to FC about changes.

Procedures and Nominations – Rhonda Green (see above)

Teaching and Learning – Serena Richards and Kevin Suber

- Will meet Friday, November 3rd, 2023, at 2:00PM.

Technology – Mervat Karout and Sunita Rangarajan

- Mission Statement is being worked on.
- Canvas gradebook training videos have been sent out.
- Concern raised by Josh Arduengo – Cougarweb button is missing from college home page on mobile devices. Button was located in the “Current Student” dropdown menu.
- Meets Friday, October 27th, 2023, at 4:00PM.

OEP -- Clayton Cummings

- Board policy meeting focused on a revised policy describing what happens when faculty are put on unpaid leave and for what reasons faculty can be placed on it.
 - Unsatisfactory Performance was a key source of disagreement.
- The Faculty Council has been asked to weigh in on whether faculty should be able to choose between 9- month and/or 12-month pay options.
 - A survey was produced and sent to all full-time faculty concerning this matter.
 - A report on that survey will be delivered at the next FC meeting.

Resource and Remuneration Committee – Casey Carter

- LGI load calculations are applied differently across the campuses.
 - The committee is looking at where these courses are taught, what disciplines were taught, and what sort of cap is equitable.

District Committee Liaison Reports

CoE – Rebecca Orr

- Special Project Fund available through COE. Information is on the COE website.
 - Travel funds available but will run out soon.
 - Information on COE website.

IRB Subcommittee- Roberta Cravo

- Looking for a faculty member (up to 3) from Social Sciences to help review proposals. If interested, please contact the Roberta Cravo (rcravo@collin.edu).

CAB – Anna Genneken

- CAB met on September 15th, 2023:
 - No new curricular proposals
 - Expedited Proposals
 - Respiratory Care
 - Remove major requirement, pre-req, and co-req from RSPT 1201
 - This removes registration barriers to an entry level course that would allow students to try out the program without declaring.
 - Update Student Learning Outcomes several courses due to updated SLOs from WECM
 - RSPT 1213, RSPT 1237, RSPT 2130, and RSPT 2353
 - Informational Report
 - Business Field of Study and Criminal Justice Field of Study
 - Both Fields of Study contain Directed Electives which were updated by the transfer institutions with THECB who updated their records > We are simply updating our records to maintain consistency with the THECB and General Academic Institutions
- CAB also met on October 20th, 2023:
 - New curricular proposals
 - Software Development
 - AAS name change from Web Development to Software Development
 - Major Changes
 - Sequencing changed to allow for a more user-friendly introduction to coding through the Python language instead of C++ coding language
 - Removal of ITSE 2313 Web Authoring
 - Adding ITSC 1315 IT Project Management, ITSE 1350 Systems Analysis and Design, ITSE 2375 Introduction to Data Science and Artificial Intelligence, and ITSE 2376 Secure Software Development
 - Added two options for how to finish out the degree with electives – General Option which allows for a more general software development focus and a Web Development option that retains the more web focused electives

- Rationale – Web development is not nearly as cut and dry as it used to be and permeates many aspects of software development, so a more generalized degree makes more sense according to the advisory board for this program.
- Level 1 Certificate – Web Development Fundamentals
 - Changes – name (from Front-End Web Developer), sequence start semester (summer to fall), added ITSE 2371 Front End Web Frameworks and INEW 2334 Advanced Web Programming, removed ITSE 1301 Web Design Tools, ITSE 2313 Web Authoring, and ITSE 2374 Software Development Project
- Level 2 Certificate – Software Development Programming
 - Changes – name (from Full Stack Web Developer), increased SCH from 32 to 36, moved ITSE 1359 to required course and ITSE 2374 from fourth to third semester, added ITSC 1315 IT Project Management, ITSE 1346 Database Theory and Design, ITSE 1350 Systems Analysis and Design, and COSC 2346 Programming Fundamentals III, removed ITSE 2302 Intermediate Web Programming, INEW 2334 Advanced Web Programming, and ITSE 2371 Front End Web Frameworks
- OSA JavaScript Programming Foundations – terminated
- OSA Web Development Foundations
 - Changes – name (from Web Foundation), sequencing changes IMED 1341 Interface Design moved from 1st to 2nd semester and ITSE 2302 Intermediate Web Programming moved from 1st to 2nd semester, removed ITSE 1301 Web Design Tools
- New Awards
 - OSA Database Programming Foundations
 - Level 1 Certificate – Software Development Fundamentals
- Core Courses Impacted
 - MATH 1342 listed as recommended Math core
 - SPCH 1321 listed as recommended Speech core
 - ECON 1301 listed as recommended Social/Behavioral Sciences core
- No expedited proposals
- Informational Report

- "Lab Included" verbiage switched to "Lab Required" for consistency in catalog across multiple disciplines and multiple courses.

COAT –

- Assessment is currently ongoing. Faculty should ensure that they are in compliance with COAT.

SOBI Care Team – Kim Gerber

- 33 cases in September, 19 cases in October

New Business

- Administrator accessing faculty courses in Canvas.
 - Has come to FC's attention that administrators are accessing Canvas courses, contacting students, and soliciting student feedback/complaints concerning assignments and other concerns that students may have about a course or professor without informing the faculty member.
 - Concerns were raised with Dr. Abe Johnson by the FC executive committee. FC urged that supervisors, as a courtesy, inform professors if/when they insert themselves into a Canvas course.
 - Another concern raised with Dr. Johnson involved faculty advocacy and the power dynamic at play when a faculty member must meet by themselves with their chain of command and HR. FC would like faculty to have the option to bring someone with them to meetings. Currently, faculty may only bring an advocate to a disciplinary meeting; however, this also is being denied in some cases.
 - The Executive Committee is investigating the matter further and will report back to FC.
- Faculty Development
 - Will be administered differently moving forward. Kimberly expressed confidence in the new Associate Vice-President, Dr. Allison Venuto, who will oversee Faculty Professional Development. Kimberly assured FC that the process will continue to be "faculty driven."
- Faculty survey at convocation about opting out of MYC process.
 - A task force was created in 2022 to investigate the MYC process. That group has almost completed its work and will be making recommendations later this semester.

Adjourn

Movement to adjourn – Motion by Tony Howard, Second by Josh Arduengo

Meeting adjourned at 2:30 p.m.