

# Faculty Council Meeting Agenda

November 1, 2024

*MCC Mission: To educate our students—improving their lives and enriching our community.*

**In attendance:**

Alexandra Shiu  
Alma Wlazlinski  
Andrew Clayton  
Anne Merchant  
Benjamin Mason  
Bernie Smith  
Charles Jaquith  
Donald Keltner  
Heather Davis  
Ivanna Campbell  
Jan Robertson  
Jarred Hankhouse, proxy for Dennis Stapleton  
Jennifer Chapman  
John Spano  
Jon Fox  
Ken Walker  
Leslie Henderson  
Lori Watts  
Maria McElroy  
Mary Sides  
Natalee Oliver  
Peter Olson  
Susan Spooner  
Tammy Tull  
Holly Webb  
Danny Rodriguez  
Erik Emblem  
Katie Stevens  
Karen Crump  
Bob Ammon  
Samantha Buerger  
Stephan Rohatyn  
Marighny Dutton  
Kayla Willis, FCVP  
Amy Antoninka, FCP

**Absent:**

Robert Patterson  
Colin Porter  
Glenn Downing  
Dennis Stapleton (sent proxy)  
Joseph Ferguson

**Welcome**

Please sign in to the chat and sign in on Teams

**Call to Order: President 11:04 AM.**

Amy expressed gratitude for how faculty helps each other and students.

Sign up sheet on Teams was tried.

### Old Business

- I. Approve Minutes from the October FC Meeting
  - A. Motion to approve: Andrew Clayton.
  - B. Second: Charles Jaquith.
    1. Approved.
- II. Anonymous Feedback tool: Link:  
[https://mclennan.col.qualtrics.com/jfe/form/SV\\_6Pt85J2daPWiwfc](https://mclennan.col.qualtrics.com/jfe/form/SV_6Pt85J2daPWiwfc)
  - A. Faculty council can use the link and share with other faculty.
  - B. Kayla and Amy will share concerns with those who need to know.
- III. Foundation Fund
  - A. What have you been hearing from your folks?
    - a. Karen Crump “feedback that we should use the fund for something to do with faculty rather than student oriented.”
    - b. Amy may send out a short Poll to faculty.
  - B. What are the most promising ideas to you?
- IV. Graduation Stoles Discussion
  - A. Amy “What have you heard from your folks about it?”
  - B. Amy recap last discussion.
    - a. Some advocate a more uniform stole to honor academics.
    - b. Others in favor of a choice for unique stoles to celebrate culture.
      1. Tammy Tull: Feedback from two people that we don’t need to add more stoles
      2. Bernard Smith: Feedback that faculty are very open that students should be able to express themselves.
      3. Anne Merchant: we know our student population. Their individuality may have been suppressed. There should be no objections to students expressing themselves
    - c. Amy: President McKown may want to limit stoles to having just embroidery. if someone wants to bring their community or culture into their celebration maybe exceptions can be made? Approved by a committee?
    - d. Jan Robertson: “I think it needs to be across the board the same.” So did the department.
    - e. Tammy Tull: Individual expression is allowed in the decoration of hats.
    - f. Heather Davis: Students can get a stole with multiple embroideries. Could this be a compromise?
    - g. Tammy Tull: most people would not have time to get a stole embroidered for graduation.
    - h. Ivanna: shouldn’t students have a say in what stoles to wear? Are we as a faculty trying to decide for the students?
    - i. Bernard Smith: we should poll the faculty and at the end of the day it may not matter to administration.
    - j. Andrew clayton: Move to poll faculty
    - k. Amy Antoninka,: should we poll the entire faculty?
      1. Bernard Smith: yes, so that people can speak for themselves.
      2. Donald Keltner: We should let everyone have some input.

3. Tammy Tull : Is this just an administrative decision?
    - a. Kayla Willis: They are asking for faculty input but the administration will make the decision in the end.
    - b. Karen Crump: Administration needs to be careful in what they ask faculty input. If they don't listen to faculty it can affect moral.
    - c. Amy: Agreed; told us not to give up. We must continue to make our voice heard to administration.
  4. Bernard Smith: When Holly came to speak she wanted to know faculty opinion as a piece of the puzzle.
  5. Amy will launch a poll.
    1. Andrew Clayton moved to table.
- V. No news to report about onboarding—working on it.
- VI. Helpful links for faculty update: What have your folks said are priorities?
- A. Looking for input on needed links. Please let Amy and Kayla know.
    1. We want to be able to search for and find info on the school website
  - B. Ivanna Campbell: Someone expressed reorganizing the MCC website to have important links above the decorative pictures would be helpful. Especially for phone searches.
    - a. Amy; maybe we should have a conversation with Jennifer Marshall new director of Marcom
    - b. Jarred Hankhouse: Is encouraged that Jennifer is excited and open to change, new, fresh and ready to help.
    - c. Jennifer Chapman: Please make instructional council info easier to find.
    - d. Kayla and Amy will reach out to Jennifer Marshall.
- VII. Late registration update
- A. Amy and Kayla will press Chad Eggleston to press admin to make sure that late registration does not happen unless extraordinary circumstances.
    1. Jarred Hankhouse: late registration is a detriment to the student, the faculty, the department and the school. Why is it still being done?
      - a. Amy: Students ask faculty for late registration and the process gets rolling without any checks.
    2. Jarred: Can policy committee make a policy against late registration?
    3. Peter Olson: performing Arts needs late registration sometimes.
    4. Bernard Smith: We need to put an automatic flag to faculty and admin when late registration happens.
    5. Jan Robertson: Does late registration have more to do with the way we are funded now?
    6. Jarred Hankhouse: Late registration actually negatively impacts funding based on completion. We need a solid policy.
    7. Bernard Smith: The faculty should have the final say on rather a student is added late to their class.
    8. Andrew Clayton: Motion -let's turn this over to policy committee.

9. Mary Sides: Agrees. The Policy committee should look at late registration issue.
10. Jarred Hankhouse: second the motion.

VIII. RSI discussion.

- A. Reminder: Encourage your folks to fill out RSI form.
- B. What Staci communicated and what's being required are different. Amy and Kayla are meeting with Staci next week
- C. Any Issues? Let Amy and Kayla know
- D. Lori Watts Question: Is there a change since I filled out the RSI?
  - a. Amy: You do not need to fill it out again. But if you feel that you are being told a different standard than you heard at first, let us know.
- E. Bernard Smith: Why is it taking so long to get our RSI approved?
  - a. Amy; Uncertain. Kayla and Amy will meet with Staci and ask about time frame.
  - b. Susan Spooner: I don't think we need to wait for approval.
  - c. Donald Keltner: Agreed with Susan, no approval needed.
    1. Bernard smith: No approval needed, even if you submitted an "Other"?
    2. Amy: If we describe the "Other" it should be fine.
- F. Karen Crump: feels restricted by form. Some options not listed.
- G. Andrew Clayton: where are the federal policies on RSI? Seems like "goal posts are moving".
- H. Amy: We will keep pressing for proof, consistency, honesty, justification for RSI.
  - a. Amy: More updates may be available after the 7<sup>th</sup>
- I. Bernard Smith: This is a violation of teaching freedom.
- J. Andrew Clayton: Can we take this straight to the VPI?
  - a. When Amy and Kayla meet with Chad they will bring it up.
- K. Jan Robertson: To check your RSI progress in Etrieve, go to Central-> Activity and search for RSI.

IX. Update on Accommodations: Kayla

- A. Katie Vise and Holly Surginer report faculty should only be able to see student ADA accommodations in your own classes.
- B. Customizations must be done by someone at MCC at this point. It makes customization more difficult.
- C. Customization can break other things. No solution at this point.
- D. You can email Katie Vise for a report on accommodation of your students.
- E. Jon Fox: Frustration with the process of dropping students.
- F. Holly Webb: Brought up same frustration from Lorraine Stansel.
- G. Jan Robertson: The kind of customizations that would make it easier are not possible now.
- H. Peter Olson: can't we use something else?
- I. Jan Robertson: Right now this is what we have. Hopefully they will come out with something better.
- J. Bernard Smith: There are other programs available.

- K. Kayla: Tech companies like Ellucian don't mind putting out multiple add-ons so they can make money.
  - L. Amy: Holly and Kacy care about this too. We will keep working with them and sharing your concerns and pass their info to you.
  - M. Kayla: MCC is moving towards single sign on for all MCC systems. One password! Yay!
- X. Feminine Hygiene Products \$50 per pallet. Supplies running low. Donations are encouraged.
- A. Amy: Talked with Crew. They need 2 or 3 pallets to get through till March
    - a. Anyone who wants to donate could fund this pretty easily.
- XI. Data Committee:
- A. we have sufficient representative from Art & Sciences and from Public Service.
  - B. We need representatives need Health Professions and Business.
  - C. This committee works with Laura Wichman to provide faculty with data they might need.
  - D. Laura and committee will decide what kind of data faculty need.
  - E. Heather Davis: If HP has already met with Laura do we need to be on the committee as well?
    - 1. Amy: Not sure she will ask Laura.
  - F. Amy: This is a new committee but it seems an opportunity for faculty to give input into metrics used to measure success.
  - G. You will hear from Laura if you want to be on the Committee contact Amy or Kayla and get on the list.

## **New Business**

- I. Reports from committees
  - A. Compensation Committee Report, Alex Shiu
    - 1. Committee will alter and review average faculty salary info from TCCTA and satisfaction results and cost of living, economic cost index, need to gather data and work on a draft. Then monitor and update for a final report in early March.
  - B. Bookstore Committee Report, Donald Keltner
    - 1. Posted a report in Teams. The coding changed last week. The system for adoptions is messed up right now.
    - 2. Adoptions for spring needed by Thanksgiving.
    - 3. The students do get a receipt that has a list of the books they are given and also an email. Encourage students to check email and hang onto receipts.
    - 4. Can we work with Central Dup. to tighten up practices between the school and the bookstore. This must fit in with Follett systems.
    - 5. November 14<sup>th</sup> early meeting with bookstore. Leave comments on Teams.
  - C. Elections Committee Report, Donald Keltner and Andrew Clayton
    - 1. Andrew: committee met with Laura Wichman to reform the ballot and we will send out the reformed ballot to elections committee.
    - 2. You can type in people's names on the ballot now! Yay!

3. It will auto-populate last name or first name.
  4. This should be a great improvement.
- D. Student Success Liaisons' Reports, Anne Merchant.
1. C.R.E.W Link <https://www.mclennan.edu/campus-resource-guide/about.html>
  2. Feel free to donate to snack stations or send donations to CREW.
  3. Donate for feminine products as well. Contact Aranzazu or send to CREW by mail.
  4. Don't hesitate to refer students. Use "general" for academic and life concerns. CREW will reach out to the student and send you an email.
  5. CREW loses grant funding in December but MCC is continuing funding.
  6. Communication: What's the best way? CREW will communicate with FC and FC sends to department.
  7. Students need to be made aware of filling out a form for Thanksgiving dinner. 250 dinners available.
  8. Just In Time Resources are available and could be added to announcement schedule.
  9. Contact Aranzazu Gutierrez-Torres for info about CREW.
- E. Advising, Maria McElroy and Samantha Buerger
1. Maria: Report on TEAMS.
  2. Be aware: It is not possible for students to switch sections after change date.
  3. Advisors don't register students, they show them how.
  4. Very busy 11235 students last year for a team of 13 advisors
  5. Encourage advising can happen throughout the semester.
  6. Spring reg. opens November 4.
  7. Career fair is coming up in April. Looking for interested employers refer to Advising.
  8. We assume Students might not know how to use technology. We might need a quiz to identify when help is needed.
  9. Encourage faculty to fill out insight referrals before we drop.
    - a. Tammy Tull: Ask for clarification. The drop before census? Are we talking about withdrawals?
    - b. Maria: will ask for clarification.
    - c. Anne: How are we supposed to make these referrals with the new timeline?
    - d. Maria: Will clarify. She will update the file in TEAMS.
    - e. Lori: follow up on Anne. With hundreds of students many online reaching out to all of them is chaotic. Often students don't respond to outreach.
    - f. Tammy Tull: In Business college student expect technology to be provided as in high school. Needs to be addressed.
    - g. Bernard Smith: In online classes students don't have tech or knowledge and trying to get an online education no one is telling them that's a bad idea. They need to be told what is necessary
    - h. Bernard Smith: Also sending students to student services doesn't help if the student is just sent back to the professor.
    - i. Amy: These frustrations might be resolved using early alert capabilities of Brightspace.
- F. Counseling Center, Susan Spooner and Natalee Oliver
1. Susan Spooner: Met with Lizett who asked us if we have questions or

concerns and they will set up a meeting with us. Email Susan or Natalee with questions.

2. Lori Watts: Many students need counseling. Is the waiting list very long? That seems to be the case.
  3. Susan will find out.
  4. Anne Merchant: the waiting list is very long.
  5. Natalee Oliver: Posts to her students links to free peer support groups. Natalee can share the links if needed.
  6. Natalee will talk to the counseling center to record some mental health education.
  7. Maria: YuJa also has resources
  8. Bernard Smith: a student last semester was taken to student services for a mental health issue and was uncomfortable and resistant. No help was needed or given. When we refer students for mental health are they first talking to non-experts? This could be an issue and traumatize students. The first responder actions could be counterproductive.
  9. Natalee: First responders have to ask hard questions. But there is a sensitive way to do that.
  10. Bernard Smith: Other students also turned off of getting help by this. Who should I talk to? There is an issue with the referral process.
  11. Susan Spooner: The red folder should have clear instructions.
  12. Lori Watts: A student was referred to success coaches but the student feels confused being referred from one area to another.
  13. Amy: Clarity of communication and responsibility is needed. Meet with Susan and Natalee in more detail.
  14. Lori Watts: Struggling student was referred and she started with success coaches but was confused by all the places she was sent.
  15. Motion and Second: A separate meeting of a SSL committee meets together once a month
  16. Andrew Clayton: Student Success Liaison Committee needs to all meet together once a month together instead of individually
  17. Amy: restructuring would require a longer conversation. Under Paul Hoffman, a monthly meeting was held. These are no longer held. But we need to find ways to share this information more broadly.
- G. Library Services, Heather Davis and Bobby Patterson,
1. Heather Davis: Workshops in person and online underutilized and zoom unreliable tech and low participation by students. Any feedback from faculty?
  2. Librarians can help with curriculum development, scholarly activities ect. Faculty please come to them.

## II. Tech Update, Andrew Clayton

- A. Changing password is difficult. Mario may have a solution in upcoming year.
- B. Course combine on Brightspace “Provisioning needed on back end,” not sure what that means. Mario is willing to do a training.
- C. We can create big classes for people from different sections. Need to meet with Mario and Staci again.

## III. Update from meeting with Dean of Students, Brandon Hill

- A. **Action Item:** ask for feedback from your folks about these two questions.
  - What do students need to know before they begin classes?
  - What do parents need to know?
- IV. Next meeting December 6, 11 AM
- V. Adjourn: Move-Mary Sides and Bernie Smith; second-Ken Walker; adjourned 1:18