

## Faculty Council Meeting

### Meeting Minutes

Tuesday, September 20, 2011, 2:30 p.m., MAC Bldg., Room 338

- I. Attendance: Dr. Kurt Chunn, Faculty Council President, Lisa Uhl, Faculty Council Vice President, and Members: Karen Albrecht, Sue Allen, Henry Apperson, Jennifer Black, Cindy Burns, Derek Clapp, Sondra Dubowsky, Stacy Fancher, Deborah Focarile, Jon Fox, Donna George, Sue Graham, Bill Lockhart, Cynthia Morris, Lesley Plemons, Nancy Ray Mitchell, Rhonda Siddens, Mary Sides, Bernard Smith, Emily Stottlemeyre, and Gail Woodward.
  
- II. Dr. Chunn called the meeting to order. He introduced the following topics for discussion: Faculty Council subcommittees, Faculty Council Representative for Instructional Council, Faculty Council Webpage, HB 2504, Professional Development Policy, Faculty Titles, Faculty Participation in Commencement Exercises, and Attendance Policy Committee.
  
- III. Faculty Council Subcommittees: Committee assignments were discussed and four of the five subcommittee chairs were finalized:
 

Compensation:	Deborah Focarile
Elections:	Cindy Burns
HB 2504:	Donna George
Faculty Webpage:	Lisa Uhl
Policy/Personnel Handbook:	TBA
  
- IV. Stacy Fancher volunteered to be the Faculty Council representative for Instructional Council.
  
- V. Faculty Council Webpage: The Faculty Council Webpage Committee will be working with Lisa Wilhelmi in the Marcom area to create a faculty council website which will include the following: (1) List of faculty council members, (2) Contact information, (3) Faculty council activities, (4) Subcommittees (chair and members), (5) Mission statement (faculty council overall and individual subcommittees), and (6) A section for faculty to submit comments, questions, and recommendations to the faculty council.

- VI. HB 2504: Each committee member is currently visiting the websites of nine community colleges regarding the plan for posting faculty evaluations on line. Research findings will be presented to the Faculty Council at a later date for discussion and recommendations.
- VII. Professional Development Policy: Professional development credit will revert back to original guidelines as stated in the college's policy. A recommendation will be made to Dr. Balmos that individuals who did professional development under the previous VPI's guidelines be given credit for those activities.
- VIII. Faculty Titles: Thursday, September 27, 2011 the board is expected to approve the recommendation to change of faculty titles. Changes are as follows:

Titles and Criteria:

**Instructor**

all adjunct and all part time/full time faculty whose contract or class schedule must be renewed each semester or year

**Assistant Professor**

all full time faculty members who are tenure eligible, and all faculty who have not yet started the process towards tenure

**Associate Professor**

all tenure track faculty

**Professor**

all tenured faculty

Purpose for change:

- (1) To positively impact the community's image/evaluation of MCC.
- (2) To make MCC comparable to other institutions of higher learning in classification/terminology of faculty titles.

Although upon Board approval faculty can begin using these titles, it will be about a year before the new descriptions will be changed fully throughout the policy manual and in contracts for employment.

- IX. Faculty Participation in Commencement Exercises: Dr. Balmos, VPI, would like to see greater participation by faculty in commencement exercises. Currently the college has three graduation ceremonies annually. Dr. Balmos would like to see faculty participating in at least two of three graduations. The following questions were raised: (1) Is this expectation/requirement documented anywhere in the college's

policy? Is this expectation verbally communicated by the administration and implicitly understood that faculty?

- X. Attendance Policy Committee: Debra Focarile and Bernard Smith volunteered to represent Faculty Council on Dr. Balmos' Attendance Policy Committee. Faculty Council discussed areas of concern, including the following: (1) Reconciliation of the MCC attendance policy with Federal Aid Program; (2) How well are attendance records being kept by faculty; (3) Drops before census/certification date; (4) Should faculty who desire to do so determine their attendance policy versus the college 25% rule as stated in the current policy? (5) "Ghost students" who wind up not only abusing Financial Aid, but who also take up slots in online and face-to-face courses that prevents other students from enrolling in them.

An Attendance Policy Ad hoc Committee is being convened. The chair is Casey Hubble, and all questions about attendance can be forwarded to him for the committee to consider. Dean Hills is developing and putting in place mechanism to track no shows (students on class rolls, but who never show up for class).

- XI. Emerging Technology Committee: It was discussed that the Emerging Technology Committee be restarted. Dr. Chunn will be checking on this matter. Specifics on this will be forthcoming.
- XII. Meeting adjourned.