# McLennan Community College Faculty Council Minutes
## September 21, 2012

The McLennan Community College Faculty Council met Friday, September 21, 2012, in MAC 335.  The meeting was called to order by President Lise Uhl at 10:00 a.m.

The following Council members were in attendance:  Bob Ammon, Brenda Atchison, Brenda Bradley, Derek Clapp, Vince Clark, Anita Diebenow Donna Ewing, Elaine Fagner, Stacy Fancher, David Fleuriet, Donna George, Marsha Green, Deborah Hewitt, Kent Hoeffner, Paul Holder, Bill Howard, Steve Hull, Sharon Kenan, Whitney Luce, Becky Parker, Cathy Prause, Miley Pulliam, Danna Robinson-Breidel, Diane Schmaus, Mary Sides, Stephen Swanson, Angie Tibbett, Lise Uhl, Gail Wade, and Dann Walker.

## Committee Sign-Up

A committee sign-up sheet was passed around for members to volunteer to serve on the following committees:  Compensation, Elections, Policy, Webpage, Bookstore, Starfish, and Tenure.

The Tenure Committee does not have a definite charge; therefore, Lise Uhl will work with Dr. Fred Hills to clarify the new committee's purpose.  A number of possible charges were discussed, including assisting, mentoring, and providing a resource for tenure eligible and tenure track faculty.

The committee voted to discontinue FC's Webpage Committee since the committee has met its charge and the webpage needs only minor updating.

## State of LEAP

The Chair of the LEAP Advisory Committee, Lise Uhl, discussed the status of emotional intelligence training at the college.  ZPOD training will be correlated each month with an emotional intelligence skill that is presented in LEAP's newsletter.  Lise informed the Faculty Council that 200 faculty have been trained to date, with gateway class instructors receiving the most intensive training.  The Fall Professional Development Day, October 19th, will focus on EI skills.

Another opportunity for training will be available in October when the authors of *Emotional Intelligence: Achieving Academic and Career Excellence*, Darwin Nelson and Gary Low, come to campus to provide intensive training for ten faculty members who have been nominated by their division directors to receive the training.

Initial data collected from thirty PSYC 1100 (Learning Frameworks) classes indicates the EI focus in those courses has resulted in improved decision making and time management skills for enrolled students.  Most of the students are first time in college students who are enrolled in two or more developmental classes.

**Starfish**

The college is also offering ZPOD training on a Starfish system that provides early alert notification for at risk students. The Faculty Council's newly created Starfish Committee will work with Information Systems and Services (ISS) and Student Success on this effort.

**Meet the Success Coaches**

Success coaches Meghan Becker and Natalie James presented information on the following topics regarding the Success Coach program: who the coaches are; what they do; who they serve; what they offer to students; what they hope to do; some successes to date; and what faculty can do. Meghan and Natalie explained that they are tracking students through Colleague. They also showed a "Syllabus Statement" that any faculty member may use. Lise Uhl stated that the statement will likely be made a part of the instructor plan template that appears online. After an FC member requested a copy, Lise said she would email the "Syllabus Statement" to all Faculty Council members. The Statement includes the purpose of the Success Coach program and contact/location information for the program.

**LEAP Positions**

All but two of the new LEAP positions have been filled. One of those positions, the LEAP Analyst position, is in the final stages of the hiring process. A candidate has been recommended. The other position, which is the LEAP Database Specialist position, is still open. The vacancy announcement remains posted on the college's employment website.

**WebAdvisor Drop Options**

FC members reviewed reasons for dropping students from classes. The menu of reasons, located in WebAdvisor, was discussed and suggestions for adding and deleting reasons were shared. Eventually, a suggestion was made to start at the "back end" before making changes, i.e., to consult with Dr. Illich to see what is needed for reports generated in his office. An FC member mentioned the role outside agencies might have in determining reasons for dropping students. The Faculty Council voted to wait and see how data will be used before making a decision regarding options that might be listed for dropping students.

**New Business—Faculty Handbook/Survivor's Guide**

FC discussed the need for a handbook or quick guide for faculty, especially for new faculty. FC members stated that the handbook could refer back to the policy manual; could be updated when the policy manual changes; and could provide guidance for all faculty. The most pressing need, according to FC, appears to be a need for a Survivor's Guide for New Faculty. Information such as where to park; how to get what you need; important due dates; and general guidance on "what to do when" (e.g., when to certify class rosters) is needed. Coordination with the mentor/mentee program was suggested, so FC voted to form a handbook or quick guide committee that would interface with the college's mentor/mentee program.

The meeting adjourned at approximately 11:20.