

McLennan Community College Faculty Council Minutes

September 12, 2013

The McLennan Community College Faculty Council met Thursday, September 12, 2013, in MAC 108. The meeting was called to order by President Derek Clapp at 3:00 p.m.

The following Council members were in attendance: BRENDA BRADLEY, MIKE CAMPENNI, DEREK CLAPP, MARK CREWEIGE, ASHLEY CRUSETURNER, SONDR A DUBOWSKY, ELAINE FAGNER, DAVID FLEURIET, SUE GRAHAM, LESLIE HENDERSON, JENNA HOEFER, GAIL WOODWARD (for SHARON KENAN), KELLY PARKER, CATHY PRAUSE, MILEY PULLIAM, JAMIE STANFORD, ANGELA TIBBITT, BRAD TURNER, LEIGH ANN UPTMORE, PAULA UNGER, MARIANNA WHITELY.

The following Council members were absent: DONNA EWING, STACY FANCHER, DEBORAH FOCARILE, JON FOX, DONNA GEORGE, DEBORAH HEWITT, ANDREW HUDSON, WHITNEY LUCE, SUSAN OLSON, BOB YOUNG

Old Business

Subcommittees Formed

- Compensation: (Jan./Feb. deadline for report)
 - Brad Turner
 - Derek Clapp
 - Angela Tibbett
- Elections:
 - Cathy Prause
 - Jamie Stanford
 - Mark Crenwelge
- Policy & Personnel: (will work with Elections committee to examine and edit the “elections Policy as former faculty have found it unclear)
 - Paula Unger
 - David Fleuriet
 - Leigh Ann Long
 - Leslie Henderson
- Bookstore:
 - Marianna Whiteley
 - Sondra Dubowski
 - Kelly Parker
 - Sue Graham
 - Brenda Bradley
- Evaluation: (Is this subcommittee needed this year? Online and F2F evaluations are in the process of merging.)

Adjunct Benefits

The President of Faculty Council asked members to consider recommendations to adjust adjunct benefit policy. Compensation Committee to review this and make recommendations – which then would go to Policy Committee.

MCC Faculty/Staff Scholarship

The President of Faculty Council asked members to consider recommendations to change the Faculty/Staff Scholarship policy. The FC Policy Subcommittee will address this issue after answering these questions:

- How many F/S scholarships are being used now (total sum)?
- Should the F/S scholarships be available year round?
- How will the total sum change if the policy is modified to include long semesters?

Drop Notification

The President of Faculty Council asked members how they are notified about course withdrawals after the Census Date. Most FC members stated that they did not receive notification and were uncomfortable with this process. After further discussion, members concluded that the appropriate procedure is unclear and that withdrawal notification policy needs clarification. One member indicated that students receive email confirmation of a withdrawal, so informing the faculty member should not be that complicated. Withdrawal procedures followed by FC members was mixed: some drop student through WebAdvisor and others drop with Withdrawal Forms. Additional questions included:

- Who on campus has the authority to drop students after they've attended 60% of the semester?
- To drop after the Census Date, should the student be required to get the professor's permission and/or signature?

Faculty Council Name

The President of Faculty Council asked members if they prefer the current name or Faculty Senate. This topic will be discussed again in a later meeting.

New Business

Emergency Action Plans in Instructor Plans

The President of Faculty Council reported that information about campus Emergency Action Plans (with a website link) will most likely be included in all IPs soon. The implementation date was unknown.

Bookstore

The President of Faculty Council asked members if they had experienced problems with students being able to buy textbooks and course materials from the Bookstore when the fall semester began; a majority reported that they had. An FC member stressed that the college book environment is in a transition period,

and that the future of the traditional college bookstore is in question. Further discussion examined how FC should be involved in resolving Bookstore problems. More FC discussion is planned after the Follett meeting with administration and FC President, VP, and a Book Store Committee member. An FC Bookstore subcommittee was developed.

Research Ethics Committee

The Vice President of Faculty Council asked members if they supported the development of a committee to assess the ethics of campus research involving human subjects, HURI (Highlander Undergraduate Research Institute) has been created to encourage and cultivate student research, which produces a greater need to insure the research abides by ethical standards. Supported by the majority of FC members, it was also emphasized that this needs to be a functional committee, not just a bureaucratic hoop. It was noted that three committees are being formed under Dean Epps to address various research issues.

Smoking Location on Campus

The President of Faculty Council asked members if smoking locations on campus needs to be reassessed. He also asked if we should be a non-smoking campus. The discussion among FC members focused on the problems with second-hand smoke when students do not follow the smoking policies fully. A FC member reported a persistent problem with second-hand smoke as she enters and exits her building. The President and Vice President of Faculty Council stated that they will meet with administration to find out the latest developments on this issue.

Graduation

The President of Faculty Council reconfirmed the administration's satisfaction with faculty participation in the August 2013 graduation ceremony. He also reported that policy regarding faculty graduation attendance has not changed; officially, it states that faculty must attend one graduation ceremony per year. However, that policy was developed and implemented when the college conducted two graduations per year. Several members shared background on the issue; in the past, when faculty could not attend a graduation ceremony, they were required to inform the Vice President of Instruction's Executive Secretary. The President of FC asserted that FC members need to discuss the importance of graduation attendance with their colleagues and that a graduation attendance plan needs to be developed.

Distributing Faculty Council Minutes

The President of Faculty Council emphasized to members that when they receive the minutes, they are to distribute them to the rest of their department. A member asked if the notes could be sent to all faculty through the faculty email alias. The President of FC stated that the Executive Secretary of Instruction is investigating how to streamline this process.

The meeting adjourned at 4:30 p.m.

Paula Unger
Faculty Council Secretary