

Faculty Council Minutes

Meeting: The McLennan Community College Faculty Council met Thursday, October 10, 2013, in MAC 108. The meeting was called to order by President Derek Clapp at 3:00 p.m.

Members in attendance: BRENDA BRADLEY, MIKE CAMPENNI, DEREK CLAPP, MARK CRENWEIGE, ASHLEY CRUSETURNER, SONDR A DUBOWSKY, DONNA EWING, ELAINE FAGNER, DAVID FLEURIET, DEBORAH FOCARILE, JON FOX, DONNA GEORGE, BECKY PARKER, SUE GRAHAM, LESLIE HENDERSON, DEBORAH HEWITT, JENNA HOEFER, SHARON KENAN, SUSAN OLSON, KELLY PARKER, CATHY PRAUSE, MILEY PULLIAM, JAMIE STANFORD, ANGELA TIBBITT, BRAD TURNER, LEIGH ANN UPTMORE, PAULA UNGER, AND MARIANNA WHITELY.

Members absent: STACY FANCHER, SANDY HINTON, WHITNEY LUCE, AND BOB YOUNG.

Minutes:

OLD BUSINESS

1) **ISSUE: Book store meeting and updates**

DISCUSSION: The Faculty Council President (FCP) stated that all of the Bookstore problems from Fall 2013 were discussed in a meeting with MCC administrators, faculty, staff and the Follett Regional Manager. Solutions were developed, and they are still in the process of being implemented; it is too early to know for certain whether the problems are completely resolved. The Regional Manager is doing everything he can to prevent similar issues from happening again. The FCP encouraged continued input from faculty and emphasized that Follett had been warned of serious consequences if the problems were not resolved. The FC Vice President (FCVP) added that the Bookstore will conduct Open House at end of this semester (by department) and urged faculty to attend, stressing that it would be better to voice problems at this event than at the beginning of the next semester. An FC member stated that there is a long history of Bookstore problems and that FC may want to share information with the institutional committee charged with solving them. An FC member mentioned another committee (BAC) that will meet on 10/22/13 for first time. Both MCC Administration and Follett are keenly aware of all the problems that were experienced. Another FC member asked by what date to report new problems. The FCP suggested to wait until Open House to check shelves and report any discrepancies for the Spring 2014 semester; the FCVP emphasized to check in person. The FCP also explained that there is new software that will streamline ordering but it is not up and running yet. An FC member asked who is responsible for books not selling. The FCP replied, "Follett."

ACTION: Attend Bookstore Open House (by department) and check Bookstore

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shelves for Spring 2014 books.

2) **ISSUE: Students being reinstated after being dropped for non-payment**

DISCUSSION: This seems to be an uncommon and isolated issue.

ACTION: None.

3) **ISSUE: Research Ethics Committee**

DISCUSSION: The FCP & FCVP met with the VPI to discuss this issue; it is currently in the pre-planning phase and needs further exploration.

ACTION: None.

4) **ISSUE: Smoking locations on campus**

DISCUSSION: The FCP asserted that a smoke-free campus is still under discussion, although other issues have a higher priority. An FC member added that her department's concern was the location of the smokers. The FCP mentioned he received an email asking if e-cigarettes are allowed inside buildings; he responded with 'no' because the policy reads that *tobacco products* cannot be used within the buildings. The FCP emphasized that all faculty need to watch for inappropriate tobacco use on campus and stressed that all faculty are legal authorities to do so.

ACTION: Dissuade students from smoking in nonsmoking areas.

5) **ISSUE: Graduation**

DISCUSSION: The FCP said that there is no current policy requiring faculty to attend graduation. There is a push for faculty to participate but it is not yet official procedure. There was some speculation that official policy will be developed if faculty don't increase their attendance. Faculty will continue to receive an invitation from the VPI to attend. The VPI struggles with the message that is sent to the community when large numbers of faculty are absent. The FCP recommended that the FC make a recommendation to faculty to avoid the development of official policy by solving the problem, perhaps creating a system of attendance that would insure regular attendance. An FC member suggested that perhaps an accountability system could be set up in WebAdvisor so that faculty can sign up for graduation like signing up for CE classes.

ACTION: Encourage faculty to attend graduation. Seek feasibility of WebAdvisor graduation attendance system.

6) **ISSUE: Committee Reports**

DISCUSSION: (A) Compensation -- Headed by FC member Bradley Turner, and will become more active as the semester draws to an end. (B) Elections – no

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activity at this point. Needs revision because election policy needs to be cleaned up. Policy committee agreed to update the elections policy. (C) Policy/Personnel - Will revise the election policy; also needs to address adjunct benefits and this issue needs further research. FCP said that it looks like employee scholarship policy will not change from the current structure of focusing on the long semesters. He also added that it is difficult to estimate the overall cost if the employee scholarship policy changed. (D) Bookstore: previously addressed.
ACTION: Research and review.

7) **ISSUE: Discussion of Adjunct Benefits**

DISCUSSION: Adjunct hours have been cut substantially because State policy has changed (actually a change in benefits and FT status based on load hours). The FCP confirmed that attempts are being made to maintain equity with adjuncts, and that there are many discussions among administrators to address adjunct hours and assure we are in compliance.

8) **ACTION:** None.

9) **ISSUE: Student photos within Web-Advisor**

DISCUSSION: The FCP said that this is currently under development.

ACTION: None.

10) **ISSUE: Adjuncts listed in the online directory**

DISCUSSION: The FCP followed up with this issue and stated that it is in the process of being uploaded to the website.

ACTION: None.

11) **ISSUE: Faculty Council vs. Faculty Senate name change**

DISCUSSION: The FCP has been talking with many other FC presidents on other campuses. If the name changed, it may be limited to only one representative per division and the position would require an election. He also stated that Dr. McKown preferred the 'Faculty Council' name. The FCP will distribute a document that clarifies the differences in structure and function of FC & FS (possible ideas for open discussion by faculty – should faculty have a desire to see a change). One FC member asked who ultimately makes the decision about the name change; the FCP stated that at this point it is unclear.

ACTION: The FCP will distribute a document clarifying the differences between FC vs. FS as well as some ideas of how we might better the system in place.

NEW BUSINESS

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1) **ISSUE: New Version of Blackboard**

DISCUSSION: The FCP announced that a new version of Blackboard will be launched during winter break. An FC member stated that the 'Course Copy' feature will not be available during the transition so that an instructor must save the course(s) (by exporting into a zip file) and then upload it to the new version of Bb. He recommended doing it BEFORE the end of this semester.

ACTION: Export and save Blackboard courses so that they can be uploaded to the new version during winter break.

2) **ISSUE: Lab Fee Uses**

DISCUSSION: An FC member stated that science lab fees are not specifically used by the Science Department, and the science classes need access to more funds. The FCP said he will talk with VPI and VP of Business about this issue.

ACTION: The FCP will talk with VPI and VP of Business about science lab fee funds.

3) **ISSUE: Applying Temporary-Full Time Employment toward Tenure**

DISCUSSION: An FC member recommended a policy change to benefit faculty who have been teaching at MCC for a while with full-time temporary status. The FCVP recommended that this policy change could operate on an invitation process, like tenure itself. The FCP and other members questioned who would make this decision. Another FC member stated that it could be articulated upon hiring a full-time temp instructor. The FCP recommended that administrators could make decisions on a case-by-case basis. The FC member stated that the VPI had told him that this is a FC issue. The FCP recommended FC take up this issue with FC constituents. Another FC member suggested that Dr. Chunn present details about tenure process to the FC.

ACTION: Further investigation needed.

4) **ISSUE: Clarification of the Tenure Process Handbook vs. letter from VPI**

DISCUSSION: There is some discrepancy between the tenure process detailed in the Faculty Handbook and the actual process.

ACTION: Further investigation needed.

5) **ISSUE: FC Webpage committee**

DISCUSSION: The FCP recommended the creation of a standing FC Webpage committee. The FC webpage is currently out of date. Perhaps this is only a one-person job and not a committee task? FCVP stated that she would like some help updating the page and asked all FC council members to review the webpage and note the problems because a new MCC website is on the way.

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ACTION: Review the FC webpage.

6) **ISSUE: Proctored exams**

DISCUSSION: The FCP asked members if proctored exams should be required for all online classes. He further added that this issue is being discussed among various departments and faculty members. The Dean of Arts & Sciences is currently involved in the review of this requirement. An FC member recommended not to support proctored exams for online classes.

ACTION: Further review and discussion with VPI.

The meeting adjourned at 4:30 p.m.

Paula Unger
Faculty Council Secretary

Abbreviations:

FC = Faculty Council

FCP = Faculty Council President

FCVP = Faculty Council Vice President