

McLennan Community College

Faculty Council 2015-16

MEETING DATE: The McLennan Community College Faculty Council met in the Highlander Conference Room (SSC 319) on Thursday, January 14. President Paula Unger called the meeting to order at 3 p.m.

ATTENDEES: Amber Bracken, Andi Ramon, Becky Griffin, Brian Johnson, Caleb Stroman, Casey Hubble, David Davenport, Dennis Stapleton, Donna George, Emily Stottlemyre, Gail Woodward, Heather Mattingly, Jan Robertson, Jim McKeown, Karen Svendsen Werner, Karen Weil, Laura Hays, Marc Nicholas, Mark Crenwelge, Mary Sides, Meredith Heffner, Reid Makowsky, Sharon Allen, Shelly Rogers-Sharer, Sholly Gunter, Sondra Dubowsky, and Stacy Kuehn

ABSENT MEMBERS: Andrew Clayton, Anne Merchant, Cynthia McAdams, David Fleuriet, Frances Turner, Jon Fox, Kelly Parker, Mark Long, Miley Pulliam, Susan Spooner, and Tammy Thompson

AGENDA ITEMS

NEW BUSINESS

1) **ISSUE:** Spring semester updates & reminders

DISCUSSION:

- FC committee updates
 - **Bookstore Committee (Andi Ramon, chair):** The FCVP reminded members about the Bookstore's new price-matching policy. If students can show them a lower price from another retailer (including online) for the same book, they will reimburse the price difference on a Follett gift card. The next Bookstore Committee meeting is at 10 am on Jan 22nd in ADM 325. FC members reported no Bookstore problems.
 - **Compensation Committee (Casey Hubble, chair):** This committee will make compensation recommendations at the February FC meeting, at which time the FC will vote for approval. If approved, the recommendations will be made to Dr. McKown.
 - **Policy Committee (David Fleuriet, chair):** This committee is investigating revisions to the college's IP template and the possibility of having a website hyperlink for the ADA and Title IX information to insure better accuracy and consistency (see #2 below.)
 - **Elections Committee (Mark Crenwelge, chair):** Nominations and elections for Minnie Piper Stevens, FCVP, PD Committee, PD Sabbatical Committee, and Tenure Conversion Committee will take place in March and April.

ACTION: Contact your FC representative with concerns about FC committee activities.

2) **ISSUE:** IP link for college information: Title IX, ADA, etc.

DISCUSSION: The FCP reported that she and the FC Policy Committee are investigating revisions to the college's IP template and the possibility of establishing a website hyperlink for ADA and Title IX information to insure better accuracy and consistency. The IP template must be in compliance with HB 2504 (see attachment), which has been in place since 2010. Two FC members, Gail Woodward and Donna George, were on the committee charged with interpreting HB 2504 and affirmed that McLennan is in compliance. Donna volunteered to summarize the minutes of those meetings to help the committee's analysis.

ACTION: Discuss these possible IP changes with your colleagues.

3) **ISSUE:** ~~Advising & Workforce programs.~~ (postponed for a later meeting)

OLD BUSINESS

1) **ISSUE:** Student Evaluation results with EvaluationKit

DISCUSSION: The FCP reminded FC members that they can review their student evaluation results via Blackboard. To access your results, login to Blackboard and click on the EvaluationKit link on screen left, then click on the results link. The results will now be posted 3-5 days after final grades are submitted.

- **Response rates:** The FCP stated that the fall 2015 student response rate improved from Spring 2015 -- from 22.5% to 26%. This is still far below the response rate from the paper version; however, now that all courses are evaluated every semester, the overall numbers are significantly higher. The number of evaluation responses increased from Spring 2015 (2,269) to Fall 2015 (6,449). [The last paper version of the evaluations was administered in Spring 2014; the F2F response rate was 73% and the online 32%.]
- **Evaluation availability:** An FC member requested that the evaluations be made available earlier in the semester so students and faculty have more time to complete them, suggesting that right after the last day for student-initiated withdrawals would be advantageous. The FCP committed to talking with Laura Wichman, senior research analyst in Institutional Effectiveness, about earlier availability.
- **Student participation:** FC members discussed the difficulty in motivating students to complete the evaluations since they are not mandatory. Ways to improve participation were explored, including administering them in class or a computer lab and offering students extra points for completing all of the evaluations and submitting their EvaluationKit completion certificate as proof. FC members agreed that making them mandatory and tying their completion to viewing final grades would radically improve participation.

ACTION: Discuss with your colleagues ways to improve Student Evaluation participation.

OTHER ISSUES

- **Policies:** An FC member asked about new State policies on the horizon. To keep up with upcoming issues in higher ed, follow the TCCTA blog. Sign up to receive daily updates [here](#).
- **Academic Pathways:** Dean Hills has asked to talk with FC members about Pathways, a new initiative to improve student persistence, retention and graduation rates. He will talk with FC about Pathways in the February or March FC meeting.
- **Campus Safety:** Several FC members expressed concerns about faculty safety on and off campus. For student conduct/mental health questions, contact Josh Rieff, associate director of Student Development (299-8565; jrieff@mclennan.edu).
- **Counseling Center:** The FCP asked Shelly Rogers-Sharer, a member of McLennan's Campus Awareness Response and Evaluation (CARE) team, to update members on the on-campus Counseling Center. Shelly shared this information:
 - New hours: M-Th 10 am to 3 pm
 - Immediate/urgent needs: Triage walk-ins welcome
 - Online communication: Contact [Insight](#) or [Report It](#)

The meeting adjourned at 4 pm.

David Davenport
Faculty Council Secretary

Abbreviations:

FC = Faculty Council

FCP = Faculty Council President

FCVP = Faculty Council Vice President