

# McLennan Community College

## Faculty Council 2017-2018

**MEETING DATE:** The McLennan Community College Faculty Council met Thursday, November 9, 2017, in MAC 304. President Melody Flowers called the meeting to order at 3:00 p.m.

**ATTENDEES:** Melody Flowers, Andrew Clayton, Anne Merchant, Ashley Cruseturner, Bill Lockhart, Bonnie Sneed, Brian Johnson, Carol Zaricor, Cynthia SoRelle, Deborah Williams, Derek Clapp, Donna Mendoza, Elizabeth Grassmann, Elizabeth Painter, Jessica Zbeida, John Seawright, Kim McCoy, Lisa Lindlof, Mary Sides, Meredith Heffner, Mike Campenni, Otsmar Villarroel, Shannon Thomas, Sharon Kenan, Suzanne Baldon, Teri Barnes, Terri Bukowski, Vincent Clark.

**ABSENT MEMBERS:** Angela Alejandro, Cynthia Morris, David Davenport, Donna George, Ellen Zboril, Ganna Iushchenko, Karen Garrett, LaTarsha Edwards, Yolanda Gonzalez.

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### MEETING MINUTES

#### NEW BUSINESS

**1) ISSUE:** MCC syllabus template length.

**DISCUSSION:** FC reps questioned the notion that MCC requires a syllabus that is longer than required by HB 2450. FCP pulled up requirements on TCB sight and FC decided it was a none issue. Also discovered it is not a requirement of faculty to print their syllabus for students.

**ACTION:** None

**2) ISSUE:** Advising.

**DISCUSSION:** *According to Dr. Hills there is 1) high turnover 2) the four-year colleges keep changing the requirements 3) Pathways program should fix this. According to faculty, advising is a huge problem and much of it is the system and the way students are advised. Each program area has its particular needs and the general advisors do not always know or call to get confirmation. Why not create a template for the field of study that students keep and just check off. The advisors could also keep a copy and chart the progress of the student.*

**ACTION:** Motion made by Derek Clapp for FCP to connect with Paul Hoffmann for a discussion about better ways to advise and to ask about templates. 2<sup>nd</sup> by Cynthia SoRelle.

#### OLD BUSINESS

**1) ISSUE:** Faculty protection for active shooter.

**DISCUSSION:** *Layers of protection for MCC employees and students. Vigorous active and real training for faculty; real warning system, not phones as many faculty do not take or use them in class; door locks to be made available so that faculty do not have to go into the hallway to lock the door of his/her classroom.*

**ACTION:** FCP will continue to work on options that may be presented to administration.

**2) ISSUE:** Deadbolts on doors

**DISCUSSION:** *Door locks to be made available so that faculty do not have to go into the hallway to lock the door of his/her classroom.*

**ACTION:** FCP to talk to Dr. McKown about simple solution that is uniform across campus so that if a faculty member is not in his/her normal building with key or reader, the locks will operate the same way. Simple Schlage deadbolt?

**3) ISSUE:** Committee Updates

1. Testing Center Committee-Andrew Clayton has a Joint Task Force. Committee has been formed with faculty: Chun, Villarroel, Wilson, Culver, T., Clayton

2. Textbook Committee-report \$500 book loan is available to help students at the beginnings of semesters to purchase books before Financial aid is disbursed. Go to Highlander Central or Financial Aid website for more information. See attached report.

3. DACA –still working on formulating Faculty referendum. Cynthia Morris is formulating a statement that MCC Faculty may want to adopt in support of DACA students.

4. Compensation Committee report? Looking for simple, creative ideas; instead of steps/years

5. Success Coach Liaison Committee report? Committee includes Ashley Cruseturner as Chair, Leigh Long, Misty Edwards, Crystal Neville, Mandy Morrison, David Fleuriet. Dr. Hills wants a diverse committee covering different buildings and responsibilities. First meeting is on November 10<sup>th</sup>.

**4) ISSUE:** Parking for Faculty

**DISCUSSION:** *Parking (Closed Faculty only parking lot) FCP asked administration about the small lot across from the LA Building and the word is no closed parking lots are being considered at this time. CSC Parking (N) has changed signage so that faculty parking is more difficult.*

**5) ISSUE:** Response from Jodi Tindell on comments about administrative staff

**DISCUSSION:** *FCP reported that Jodi Tindell wanted to clarify that educational milestones are being considered, and yet not adopted. Salary table was not increased; the gap between*

*new employees and experienced employees continues. Dr. Benson is looking at staff classification and compensation. Ms. Tindell also wanted FC to understand that they are a staff committee and they serve at the pleasure of the President. They are not a council.*

**6) ISSUE:** MCC Culture for faculty

**DISCUSSION:** *Fridays are not an entitled day to avoid work or coming to campus. Many faculty are on-campus or are engaged in college business off-campus. If there is a problem with faculty telling students they are not available to meet on Fridays, then the immediate supervisor should be notified about the problem. Faculty are often on email and text after 5pm and on weekends. Faculty does not have to be sitting in the office to be working.*

*Take time to answer the questions about campus vision and strategic planning when they come to faculty from the administration. We want to be part of what defines the culture at MCC.*

**7) ISSUE:** Retiring faculty

**DISCUSSION:** *Bill Lockhart wanted to remind everyone of the reception for Apperson and Holder who have a combined 94 years of service to MCC.*

**ADJOURNMENT**

A motion was made to adjourn the meeting by Jessica Zbeida and seconded by Derek Clapp. FC approved this motion and meeting adjourned at 4:04pm.

Bonnie Sneed  
Faculty Council Secretary

**Abbreviations:**

**FC = Faculty Council**

**FCP = Faculty Council President**

**FCVP = Faculty Council Vice  
President**

\*\*\*\*Attached Bookstore Committee Report on following page

### **Bookstore Committee Report (October 2017)**

The Bookstore Committee met at 10:00 a.m. October 27, 2017. In attendance were Lori Southern (Chair), Nikki Popko, Sara Roberts, and Sharon Kenan.

The following items were discussed:

--Book adoptions started at the end of September and were due October 15<sup>th</sup>. Everything has been submitted except for eight lab sections.

--The bookstore has started looking for used books. To date, 100 books have been bought back from students, and 350 used books have been bought from Follett. The numbers are about the same as previous years. Bookstore personnel would like for faculty to let students know that most books can be bought back. (Next fall, flyers will be placed in orientation packets.)

--Bookstore personnel said that rental books are sometimes difficult to get back from students. The bookstore sends three or four notices to remind students that the books are due/past due. Rental books are always due the Monday after the last final. This year that date is December 18<sup>th</sup>.

--Financial aid “credit” will go into students’ accounts so they can start buying their textbooks January 9<sup>th</sup>. An email will be sent to students to let them know that they have a credit. Lori will also send an email to faculty January 16<sup>th</sup>, the day before the first day of class, to let faculty know about the credit so they can inform students needing to purchase textbooks. The credit will be good from January 9<sup>th</sup> to January 22<sup>nd</sup>. Financial aid will be disbursed to students’ choice of refund on January 25<sup>th</sup>. (Note that first time borrowers get 30 days of credit after classes start if they have a Pell Grant.)

--Students who are late in applying for financial aid (i.e., students who apply one or two days before school starts) may request a \$500 book loan. Applications for the loan are available online (under Financial Aid) or at Highlander Central. The book loan may only be used to purchase textbooks at the bookstore.

--The bookstore’s “Faculty-Staff Appreciation Day” is scheduled for November 16<sup>th</sup>. There will be drawings for two \$50 bookstore gift cards, food/snacks, and a 30% discount on apparel and gifts. The discount does not apply to computers or books.

--The bookstore will have an “Open House” on Dec. 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>. Faculty will be invited to check textbook adoptions to ensure the correct textbooks have been received. (Faculty may also check textbook adoptions on the web.) The Open House will include food and a drawing, but no discount.

--Nikki Popko will be asking Andrew Clayton if he would like for her to speak/answer questions at a Faculty Council meeting next fall.