

McLennan Community College

Faculty Council 2017-2018

MEETING DATE: The McLennan Community College Faculty Council met Thursday, April 11, 2018, in MAC 304. President Melody Flowers called the meeting to order at 3:03 p.m.

ATTENDEES: Andrew Clayton, Anne Merchant, Ashley Cruseturner, Bill Lockhart, Bonnie Sneed, Brian Johnson, Carol Zaricor, Cynthia SoRelle, Derek Clapp, Donna George, Donna Mendoza, Elizabeth Painter, Jessica Zbeida, John Seawright, , Meredith Hefner, Mike Campenni, Otsmar Villarroel, Shannon Thomas, Gail Woodward for Sharon Kenan, Suzanne Baldon, Teri Barnes, Lisa Lindloff, Kim McCoy, David Davenport, Mary Sides, Deborah Williams, Bob Ammon.

ABSENT MEMBERS: Angela Alejandro, Cynthia Morris, Elizabeth Grassmann, Ellen Zboril, Karen Garrett, LaTarsha Edwards, Terri Bukowski, Ganna Iushchenko, Vincent Clark, Yolanda Gonzalez

MEETING MINUTES

Began with NEW BUSINESS

1. Scholars' Day on April 20th - Faculty and Staff encouraged to attend.
2. Closing Comments from FCP - Great year, thanks to all, and to the committees and their hard work.
3. MCC Culture – FCP reminded MCC Faculty that we have the opportunity to create the kind of culture we cherish on our campus. She emphasized the notion that it would behoove faculty to take control of our curriculum, our classrooms and our culture and make MCC Faculty the drivers of our campus. FCP also read an email that a FC member had sent to her constituents that emphasized this idea and asked that MCC Faculty *“not look at serving on FC as a chore, but as an opportunity to create and collaborate with their colleagues.”*

OLD BUSINESS

1) ISSUE: Door lock update-Dr. Benson said in an email 4/9/18 “we agree that Onity (current vendor) is not the solution for the future. We are getting prices from another vendor and looking for other options. A group is going to go talk with Baylor about their system soon.

Also, Dr. Hills wants to let FC know that active shooter training will be mandatory and carried out on an ongoing basis for faculty. Dr. Benson is working on including money in next year's budget to assist in these issues.

2) ISSUE: ADA Accommodations Clarification-Dr. Hills spoke with Dr. Canham and said student ADA accommodations should not change during the semester unless they bring in a newly issued accommodation to the MCC ADA office. If faculty have questions call Dr. Canham.

3) ISSUE: Winter Break advising recommendation-Dr. Hills said all advising will be handled with MCC professional advisors except for a few programs that have very specific

needs. He related those programs are welcomed to create an advising checklist for the professional advisors to use instead of programs or departments having to handle the advising.

In terms of contract clarification, Hills stated only program directors are required (per their contract) to do advising throughout the year.

Dr. Hills also said the idea of embedding advisors within divisions is on the horizon.

*Deborah Williams reported that a total of 5 students contacted (called or emailed) MCC for advising over the Winter break. Four were current students who need a specific professor. Zero were emergencies.

ACTION: The policy on who works over the break needs to be clarified and put in writing.

Motion made that next year's Standing Committee on Advising send students to Paul Hoffman and work with them FIRST. Agenda for the Fall FC meeting to make a meeting with Hoffman and the Committee with Business and Health Professions. Motion made by Bonnie Sneed, 2nd by Ashley Cruseturner. Passed by acclamation.

4) ISSUE: Committee Updates:

a. Textbook Committee—Fall adoption due by April 15th. Report attached.

ACTION: None

b. Compensation Committee – Report sent to President McKown. Thank you to the committee for their work on this. Report attached.

ACTION: None

c. Policy Committee - FCP will ask Mickey Parks to rewrite policy in the FC section that states we have approved a new standing committee of two FC members that will meet monthly (August-April) with reps from Student Advising, Student Success and Student Testing.

ACTION: Motion made by FCP to rewrite with Mickey Parks adding the committee. 2nd by Jessica Zbedia. Passed by acclamation.

d. Elections Committee – Voting is in process. Several people did not get ballots due to the Spam Filter. Check your filters and look for Laura Wichman's email. Contact her if you did not receive a ballot and share this information with your constituency.

ACTION: None

5) ISSUE: Signs around campus announcing events - Bigger signage for academic, musical or theatre events –Dr. McKown said the sporting event signs are more prevalent because we are having difficulty getting patrons to attend these events unlike Fine Arts events

where the seats are filled. Fine Arts events are not always filled, and they can use help with this kind of signage. Suggestion made to purchase portable signs in several location on campus that are programmable as a way to advertise for all our activities. Not just athletic events. Should be easy to program.

ACTION: FCP to ask about this in terms of next year's budget

6) ISSUE: Get the white boards in the MAC, Science and ESAC fixed.

ACTION: FCP to ask about this in terms of next year's budget.

7) ISSUE: Alcohol Policy - TWO PARTS - Part 1 Faculty without students

Alcohol policy as written should be addressed to clarify the conditions under which faculty can and cannot drink alcohol and make recommendations to MCC Administration. Request a re-write on acceptable faculty/staff conduct without students. Dr. McKown has said that she has no aversion to faculty/staff drinking at activities off-campus if students are not present. Can the policy be written more clearly?

ACTION: Motion made that FCP will represent FC and ask for clarification. 2nd by Meredith Hefner. ***FC Secretary left the meeting and Jessica Zbeida continued the notes.

8) ISSUE: Alcohol Policy - Part 2 - School Trip Policy

Recommendation is that faculty council ask Administration to:

- Create a clear, concise Waiver of Liability absolving McLennan Community College and trip leads of responsibility for actions by students.
- Design a clear, concise travel policy modeled after successful program with years of experience. The Texas Tech and Austin Community College policies are clear, concise policies absolving McLennan Community College of all responsibility and would be easily implemented.
- Faculty Council should present the report and resolution to the VPI, President, to highlight these issues from the faculty, staff, and student's perspective.

ACTION: Motion made by FCP, 2nd by Brian Johnson; 16 "Ayes" had majority, with 7 "Nays."

ADJOURNMENT

Cont . . .

A motion was made to adjourn the meeting by Ashley Cruseturner and seconded by Derek Clapp.

FC approved this motion and meeting adjourned at 4:27 pm.

Bonnie Sneed
Faculty Council Secretary

Compensation and Textbook Committee Reports Attached

Abbreviations:

FC = Faculty Council

FCP = Faculty Council President

**FCVP = Faculty Council Vice
President**

Bookstore Committee Report (March 2018)

The Bookstore Committee met at 10:00 a.m. March 23, 2018. In attendance were Bill Lockhart, Lori Southern (Chair), Nikki Popko, Rebecca Long, Sara Roberts, and Sharon Kenan.

The following items were discussed:

-- Sara reported that minimester book adoptions are at 100%, summer adoptions are at 92%, and fall adoptions are at 30%. The due date for fall adoptions is April 15th. Nikki emphasized the importance of sending adoptions in as early as possible for buy back purposes. The bookstore purchases used books of needed titles for the fall semester, and it competes with other Follett stores that are doing the same thing.

--Sara is in the process of contacting administrative assistants about textbook adoptions for the fall semester. In some instances, she will be copying the email to faculty to ensure the correct textbooks are ordered.

--Nikki mentioned a campus engagement survey for Follett that received 135 responses, 100 of which said the staff was friendly, helpful, and doing a good job. There were a few negative comments about textbooks being too expensive.

-- Nikki discussed Faculty Council's concern (relayed from the FC President through Bookstore Committee representatives) about the lack of access to Pearson's rental program, called Revel, through the bookstore. Nikki said the issue is between Follett and Pearson, and she sent the following response from a Follett employee the week after the Bookstore Committee met. (The Follett employee was on vacation when the committee met.)

“Follett is still in discussions with Pearson regarding participating in their program and should we reach an agreement with the publisher, we will be sure to let our campuses and faculty know when the physical titles become available to rent in our stores. Students purchasing the eBook version can, on some titles, opt to purchase a low cost printed version (through the digital content provider) and there is also an option for students to print some of the eBook content themselves. If these options are not sufficient and faculty would be interested in seeking alternative solutions, such as attempting to source prior editions or similar titles from an alternate vendor, your campus store would be happy to research these options for the textbooks in question.”

--Nikki provided the following list of “Bookstore Deadline Dates” and notes for faculty to share with students as needed.

- Spring 2018 buyback dates – Friday, May 4, 2018 – Saturday, May 12, 2018. We purchase books from students every day, but this is after adoptions have been submitted and finals are completed, giving the students a better opportunity to have their used books purchased by the bookstore.

- Spring 2018 rental check-in date - Monday, May 14, 2018. Rental check-in is always the Monday after the campus' last final for Spring and Fall. Summer session rentals are due two days after finals.
- Fall 2018 adoptions due – April 15, 2018. By submitting adoptions on or before this date, the bookstore knows what we need to purchase from students during Spring 2018 buyback.
- Fall 2018 financial aid dates – Monday, August 20, 2018 – Friday, August 31, 2018. Students can purchase their needed course materials and supplies in the bookstore and charge to their financial aid account. It is required students have a current McLennan student ID card which features a barcode on the back.
- Fall 2018 text refund dates – We allow text refunds the first week of class for any semester; otherwise the text refund policy is within two days of purchase. There are no text refunds during the week of finals.
- Fall 2018 buyback dates – Friday, December 7, 2018 – Saturday, December 15, 2018.
- Fall 2018 rental check in date – Monday, December 17, 2018
- Spring 2019 adoptions due – October 15, 2018

--Rebecca said that Tarleton University is finalizing getting their schedule of classes to the bookstore. Sara will use the schedule to go online to locate textbook information and to order the books for UC students to purchase at the bookstore. Rebecca mentioned new UC degree programs that will be announced soon.

--Bill reported that Faculty Council likes the way the Bookstore Committee functions, and it is creating a similar committee structure that will meet with Student Services in future semesters.

--The Bookstore Committee is tentatively scheduled to meet again April 27, 2018. Lori will confirm the date prior to the meeting.

Compensation Committee Report

The 2017-2018 Faculty Council Compensation Committee respectfully recommends that Faculty Council ask administration for the following three proposals:

1. A **3.2%** increase for Full-Time Faculty and the Adjunct Faculty salary schedules,
 2. Fully fund steps 21 – 30 for the upcoming year by adding \$379 to the annual increment for steps 21 – 30 and then apply any future salary increases across all 30 steps in the future, and
 3. A steering committee should be formed to address non-compensation recommendations for faculty at or above 30 years on the salary schedule with the goal of gaining input on the current reward system with a goal of providing specific recommendations tailored to our senior faculty who have maxed out on their salary schedule opportunities.
1. *A 3.2% increase for Full-Time Faculty and the Adjunct Faculty salary schedules*

The Compensation Committee's request of a **3.2%** increase for Full-Time and Adjunct salary schedules covers faculty's increased cost of living over the 2017 – 2018 school year. The percentage chosen matches the inflation rate calculated by Baylor's Center for Business & Economic Research for the past year (see **Table 1**). An increase below the inflation rate means that faculty's real purchasing power is declining. By nature of the salary request timeline, the 3.2% increase is not designed to cover current inflation but covers only what has already happened to the cost of living in Central Texas. That said, most Federal Reserve Banks across the country are seeing a rise in wages that the Reserve Banks believe will lead to increased inflation rates in the near future. The labor market is tightening as well, making finding and retaining high quality adjunct faculty more difficult. Absent a raise, faculty purchasing power will erode quickly, and retaining our top flight adjunct faculty will become more difficult in the near future.

2. *Fully fund steps 21 – 30 for the upcoming year by adding \$379 to the annual increment for steps 21 – 30 and then apply any future salary increases across all 30 steps in the future*

The Compensation Committee's request to fully fund steps 21 – 30 prior to the start of the 2018 – 2019 school year is designed to close the pay inequity for our longest serving faculty. Prior to the 2008 – 2009 school year, the number of steps topped out at 20. Administration made a strong and welcome commitment to add steps 21 – 30 as a way of recognizing contributions and value that senior faculty brought to students, MCC, and the community. By 2007, some of our longest serving faculty had not received a pay raise in over 20 years. Additional funding was provided in the first four years, but the financial exigencies in state funding declines meant that

fully funding the steps needed to be put off. The gap between steps 1-20 and 21-30 has been increasing since 2013 and will only get larger and more difficult to close over time. \$379 will eliminate the gap. See **Table 2** and **Table 3** for supporting data.

3. *A steering committee should be formed to address non-compensation recommendations for faculty at or above 30 years on the salary schedule with the goal of gaining input on the current reward system with a goal of providing specific recommendations tailored to our senior faculty who have maxed out on their salary schedule opportunities.*

Members of Faculty Council, representing the faculty at large, request that the Board consider an additional issue related to compensation. Although we are appreciative of the Salary Schedule and the ability that it gives us to increase our salary by both increasing education and employment experience, there is an inequity that we would appreciate you reviewing.

Faculty who fall into the experience category of 21-30 years currently receive only 65% of the experience increment earned by faculty in the 1-20 years category. Faculty who represent the experience category of over 30 years receive 0 experience increment. Our most experienced and loyal faculty have received an experience increment increase of \$42 since the 2010-2011 school year.

These faculty members have not neglected employment obligations but have instead continued to distinguish themselves in extraordinary service to the college. Their contributions include but are not limited to: coaching nationally recognized athletic teams, serving as Coordinators and Program Chairs, continuing to develop curriculum, stepping up to embrace technology and innovative pedagogy, developing online courses and programs, bringing the Great Teacher Workshop to Central Texas, creating and leading the Mentor/Mentee Program, serving and chairing committees both in curriculum and as part of the hiring procedure, participating in our campus tutoring centers, advising students, chairing SACS committees, and leading faculty by serving as Faculty Council President.

We recommend the formation of a steering committee comprised of faculty in the 30+ category to discuss various “reward” options. The steering committee’s recommendation could be presented either through Faculty Council in the coming year or directly to administration separate from Faculty Council.

Inflation is an issue that hits everyone across campus. While it may not be in our specific purview, the MCC Faculty Council Compensation Committee fully supports a raise of 3.2% for staff as well.

Respectfully submitted March 2018

Compensation Committee
 Teri Barnes
 David Davenport
 Yolanda Gonzalez
 Lisa Lindloff
 John Seawright

Consumer Price Indexes for Central Texas and U.S. Urban					
Estimated Central Texas Consumer Price Index	Nov'17	Sep'17	Nov'16	Yearly Percent Change	2-month Percent Change
Food and Beverages	253.1	249.4	251.8	0.5	1.5
<i>Food at Home</i>	219.6	219.2	223.0	-1.5	0.2
<i>Food Away from Home</i>	295.3	294.5	289.2	2.1	0.3
<i>Alcoholic Beverages</i>	328.6	335.4	316.4	3.9	-2.0
Housing	219.9	216.2	208.2	5.6	1.7
Apparel	111.9	114.1	108.3	3.3	-1.9
Transportation	204.5	207.6	196.1	4.3	-1.5
Medical Care	432.1	432.6	433.6	-0.3	-0.1
Recreation	112.6	112.2	111.1	1.4	0.4
Education and Comm.	135.4	133.9	140.7	-3.8	1.1
Other Goods & Services	394.4	389.7	387.1	1.9	1.2
All Items	229.4	229.1	222.3	3.2%	0.1

Table 2: Historical Adjustment Data

Step Adjustments 21 - 30		
	Additional	Total
2008 - 2009	\$ 100	\$ 100
2009 - 2010	\$ 446	\$ 546
2010 - 2011	\$ 117	\$ 663
2011 - 2012	\$ 7	\$ 670
2012 - 2013	\$ -	\$ 670
2013 - 2014	\$ 7	\$ 677
2014 - 2015	\$ 7	\$ 684
2015 - 2016	\$ -	\$ 684
2016 - 2017	\$ 21	\$ 705