

**McLennan Community College**  
**Faculty Council 2018-2019**

**MEETING DATE:** The McLennan Community College Faculty Council met **Friday, October 5, 2018**, in MAC 304. President Andrew Clayton called the meeting to order at 11:00 a.m.

**ATTENDEES:** Amber Bracken, Deborah Brock, Ivanna Campbell, Dennis Clark, Marighny Dutton, Elaine Fagner, Jarred Hankhouse, Kent Hoeffner, Brian Johnson, Jeremy Lehman, Reid Makowsky, Donna Mendoza, Helen Moore, Michelle Moravec, Liz Painter, Becky Parker, Kelly Parker, Cathy Prause, Deanna Robinson, Jessica Shelton, Holly Towns, Brad Turner, Otsmar Villaroel, Michael White, Debby Williams, Gail Woodward, and Jessica Zbeida

---

**MEETING NOTES**

I. Committee Reports

- a) Student Evaluation Committee – The committee continues to focus on the questions used for evaluations, and how to make better questions (looking at other schools, best practices, are the students learning, is the teacher teaching the material, how can core relationships be a part of the class, possibly dividing the evaluations in two with both ideas). The committee also hopes to align the evaluation process with the mission statement and an emphasis on relationships might be an important change.
  
- b) Professional Development Committee – The discussion focused on a desire to change the four year 48 hour policy. Others noted a need to change PD day – perhaps a side issue and not the main objective. The committee will submit the original recommendation submitted under Andi Ramon back in 2016. Other Questions included: should you allow the division directors to be over PD? Should this go to Dean Eggleston? Dean Eggleston would like to avoid these proposals and would prefer division directors handle this task. Discussion noted Dean Eggleston and VPI as part of an appeals process in case a proposal is denied. Some reps worried that transitioning from a four year to a yearly line item would also make people jump through hoops, add another yearly evaluation, and would add to individuals fulfilling the minimum requirements. Previously (some reps remembered), this process was accomplished informally per the department, as you continually look at your teaching. PD day might count for this. Maybe measuring this every two years might be a good compromise. Also, divisions are not consistent, and so different departments will be affected in different ways. The concern is that if this becomes a line item, you will be evaluated according to this by your evaluator. The division chair and the department will be the auditor.

The incentive is also different for those who have already earned all of their Step Credit, against those still attempting to move up the ladder. There also needs to be simplicity and clarity in the process. Also, as deans change, there might be different expectations for professional development. Something more concrete and consistent needs to be created. This can be led by division chairs and even departmental chairs. The proposal might include suggestions about possible ideas for professional development. Each division needs to come up with an idea on what would be good professional development. The committee will continue to work on this matter.

- c) Bookstore Committee – The committee reported unhappiness with Pearson as a primary source of a problem dealing with math codes. The codes are now digital and found in receipts, so many students were not able to get access to the material they needed (accidentally throwing away receipts). There are still books that are not

available. In the biology department, there were books that were marked up 50% over what the publisher agreed with. Pearson has certain fees that they charge. Also, they will only buy back 20% of certain titles. Most of the issues seemed to be with Pearson. The book rep also was not helpful. The problem is that the math department needs Pearson. There were also problems in English with Pearson. They only rent books, and the bookstore must have a relationship with Pearson to have access to the books. The recommendation: a list may be made identifying the problems of Pearson. Pearson hopes to also address the problems with the receipts. This concern can also be taken to Fred. There was also a recommendation that students the Pearson code charges can be added to the fees students pay when they enroll in the class. This can simplify things for the students. Also, McGraw Hill codes were given to a department, and the codes did not work.

- d) Policy Committee – How do you handle faculty that do not live in the state? This is done as needed. And we do have a policy. The committee will look at policies of other schools and will meet again.

## II. Open Issues

- a) Textbooks and Financial Aid Issues – Where will money come to put books on reserve? There does seem to be administrative support for this. This does need to come through faculty council. You can also focus on classes with the most first-time college students. This might be easier for classes that don't change. Faculty council may recommend to administration that textbooks be allotted for each course. Do student numbers need to be factored in? How do we best utilize value? Some publishers might allow books to be given to be placed on reserve. You can also concentrate on core courses. This is up to the administration to prioritize. FC agreed to the recommendation below.

**To aid students in financial hardship, Faculty Council recommends departments provide textbooks and other materials, when appropriate and when possible, as needed for students via two-hour library reserve. Faculty Council further recommends MCC subsidize the expense of those materials when departments and instructors cannot legally and ethically acquire them without cost.**

- b) Testing Center. Report from FC President – Natalie James is the new head of the testing center. They are focused on improving customer service and addressing previous inadequacies. Please be patient as new policies are implemented. She desires secure testing and a distraction free environment. There will be changes. There will be a better and more efficient way to schedule appointments. They are working toward online submissions as standard practice. They are moving away from unlimited times for exams. They are moving to curtail open books and open notes. Accommodations are a priority. All students must register themselves. Walk ins will be accepted (as a stand by). Make up exams will be possible. There are limited resources, and this may affect online classes testing. There will also be prioritizing that needs to occur. This is a moving, new discussion. To be continued . . . . concerns about possible electronic registration and the need for more student responsibility. Electronic monitoring – for online students (lockdown browser) – there needs to be rooms with cameras.
- c) Shuttle Service – Dr. Hills and Dr. Benson addressed our concerns immediately and added new hours.

### III. NEW BUSINESS

- a) Access to instructional material for nighttime classes (e.g. Scantrons) – Vending machines are a good idea. This will be sent to the bookstore committee.
- b) Student printing options or lack thereof – adding a five dollar fee that will pre-load a card for printing may be helpful. Adding printers specifically for student use might be another option. Paper budgets may explode without close oversight. Most students also don't print. How can this be feasible rolled out? This will also go to Dr. Hills. Lack of printing options can also negatively affect students after hours.
- c) Reps voiced concern that education has been taken out of our mission statement. FC made the following recommendation:

**Faculty Council strongly and unanimously recommends that the Strategic Planning Task Force restore “education” to our mission statement.**

OLD BUSINESS: None

**Abbreviations:**

**FC = Faculty Council**

**FCP = Faculty Council President**

**FCVP = Faculty Council Vice President**