

McLennan Community College

Faculty Council 2020-2021: April 2021 Meeting

MEETING DATE: The McLennan Community College Faculty Council (FC) met Friday 4/9/2021.

LOCATION: Faculty Council met virtually via Zoom video conferencing because of COVID restrictions in Bradley T. Turner's personal meeting room ID: 2542998408.

PARTICIPATING/ATTENDING MEMBERS:

- Alex Shiu: Economics
- Amy Antoninka: Philosophy
- Anna Iushchenko: English
- Becky Parker: Faculty Council Vice President (FCVP)
- Bernard Smith: Science
- Beth Grassman: Spanish
- Bob Ammon: Physical Education and Health
- Bradley T. Turner: Faculty Council President (FCP)
- Cynthia Wagner: Computer Information Systems & Multimedia
- Daelynn Copeland: Child Studies and Education/Child Development
- David Fleuriet: Mental Health/Social Work
- Dennis Clark: Veterinary Technician Program
- Donald Keltner: History
- Donna Ewing: Science
- Elaine Fagner: Science/Faculty Council Secretary (FCS)
- Emily Stottlemire: Child Studies and Education
- Erik Emblem: Government
- Felicia Gladden: Government
- Jarred Hankhouse: Criminal Justice
- John Seawright: Science
- Jessica Hazel: Business/Accounting
- Joseph Taylor: Theatre
- Justin Lawson: EMS/Paramedicine
- Leigh Ann Long: Psychology
- Lesley Plemons: Health Information Technology (substitute: Crystal Johnson)
- Mandy Morrison: Music
- Marcie Rierson: Surgical Technology
- Marighny Dutton: Respiratory Care Technology
- Mark Crenwelge: Mathematics
- Tisha Monsey: Completion Center (Success Coach)
- Travis Cox: Communications Studies
- Yolanda Gonzalez: English
- Yumei Wu: Mathematics

NON-PARTICIPATING/ABSENT MEMBERS:

- Bailey Cole: Theatre/Adjunct
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- Gabriela Gutierrez: Spanish

- Helen Moore: Nursing
- Holly Towns: Integrated Reading and Writing/Adjunct
- Kimberly McCoy: Nursing
- Sharon Kenan: Library

MEETING AGENDA:

1. Meeting was called to order by the Faculty Council President (FCP) at 10:01 am on April 9, 2021 via Zoom (Brad Turner's meeting room 2542998408).
2. A motion to approve the March 2021 meeting minutes was made by Joseph Taylor. Daelynn Copeland seconded the motion. The FCP sent out a poll to all members and the motion was passed by FC. There were no dissenting votes.
3. **Question & Answer (Q&A) with Dr. Fred Hills:** The FCP requested that questions be sent to him and the FC Vice President prior to the meeting. The following key points were discussed in the Q & A with Dr. Hills:

Dr. Hills thanked faculty for the work done through the last year. He noted that 43 degrees and certificates are now online. Dr. Hills opened the floor for questions.

- **Question 1:** If we go back to traditional (F2F) classes in the Fall, will WebAdvisor reflect this change.
- **Answer 1:** The goal is to go back to three feet social distancing but that decision has not been made yet. He noted that summer schedule is set. For the Fall semester, the goal is to have a third for blended, fully F2F, and online. This is a fluid situation that changes with the needs of registration. He noted that a majority of employees will be vaccinated after the vaccine clinic on Saturday, 4/10.

He also stated that some dual credit partners are starting to ask for faculty to go back to their campuses. He stated that any blended class has at least 50% class meetings. One thing that has come up from advisors and success coaches is that students are expressing concerns that they do not know what the schedule will be. He suggested that instructors open up their courses early to show the schedule, maybe just not the content.

- **Question 1 Follow up:** A question was presented that asked for clarification about Dr. Hill's comments about blended classes (in-person meetings). He noted that a

blended class can have between 15% - 85% online with the intent of having 50% of meetings in-person.

- **Question 1B:** How soon are the class shells available to faculty?
- **Answer 1B:** Dr. Hills will check with Stas to see about notifying faculty about when shells are made available to faculty.
- **Question 2:** If we have a blended class, we need to make sure it has that designation?
- **Answer 2:** Yes, this is mainly for reporting reasons. He noted that the Administration is hoping that faculty could make their classes available to students at least the weekend right before classes should start. He encouraged faculty to open them sooner. A barrier to this is faculty having their syllabus ready to post on the website.

Dr. Hills noted that Staci Taylor's group will have a group of attendance registers within Brightspace starting in the Summer. This will help improve the efficiency of attendance rosters. He also stated that student resources will be built into shells.

- **Question 3:** Will more asynchronous training sessions be available? The training certificate programs is the primary reason this is concern. Faculty who have classes all day may have issues taking regular professional development courses.
- **Answer 3:** Yes, this will help MCC to train people on campus (up to 100 at the same time). This process is being worked on right now.
- **Question 4:** When with the new technology be available?
- **Answer 4:** Yes, when the money comes in regarding the CARES Act. The College is still trying to see what that looks like.
- **Question 5:** How is determined who receives online sections and who does not?
- **Answer 5:** Division Chairs, Program Directors, and Coordinators determine which sections are taught online. Some program courses cannot be offered online. He noted that a policy exists for who can teach fully online. He stated it comes down to the needs of the College. The Division Chairs and Deans work with him to make changes when a need presents itself.
- **Question 6:** Would it be possible to a make faculty's load such as 12 hours (Fall), 12 hours (Spring), and 3 hours in the Summer to reach the 30 hour load for the year?
- **Answer 6:** Dr. Hills noted that most faculty are on a 9-month contract so any classes taught in the summer are considered adjunct. Sometimes, faculty's load may need to be stretched between two long semesters. It comes down to Human Resource's policy
- **Question 7:** Will the Administration send out the notice about when sabbatical requests are due?

- **Answer 7:** This goes out to faculty in the Fall semester. He will send out another message that clarifies what has happened with sabbaticals over the past year. The money comes from the MCC Foundation. Only one sabbatical can occur per year. The person for 2020 – 2021 was unable to do theirs since the institution they were doing it at, canceled the program. Elaine Fagner will fulfill hers in Summer 2022. The next sabbatical
- **Question 8:** What is the status of the Compensation Committee report?
- **Answer 8:** He noted this report was excellent. We do not deal with compensation until the summer. The Board has their budget retreat at the end of April. Funding from the Texas Legislature will be a part of this consideration. At this point, we are looking at a \$600,000 deficit. We will be facing a lot of tough decisions of what we do concerning compensation based on budgetary restraints. Some positions will not be filled that are vacant to help with these issues. Some administrative positions will remain vacant. He explained that the last pay raise for staff is due this year.
- **Question 9:** LBGQT+ Matters document has specific language about actions for faculty. Could this be added to the Administration's side of an instructor plan so these announcements are consistent?
- **Answer 9:** This can be put in the boiler section part of the instructor plan. This is still be examined to see how it plays out. We all need to be prepared for is that classroom instruction could be very interesting over the next few years since this topic applies to so many students.
- **Question 10:** The laptop technology question needs clarifying. Another member ask about Virtual Private Networks (VPNs). A third question is about dual monitors in offices.
- **Answer 10:** The classrooms should all be updated soon. Laptops should be in the classrooms. The College is looking at the same thing for computers for offices. The spirit of this change is to make computers "mobile" so people can work in any situation or location. Another thing they are looking at is to make technology available to students at a lower cost. The first year, financial aid will cover that expense. That is why updating the Wi-Fi is so important.

Virtual Private Networks (VPNs) will part of the process. Dr. Hills noted that dual monitors work in most cases and one monitor may work. The College is looking at that so there is similar monitor situations across campus.

- **Question 11:** What is the status of the advising report (brought up by Dr. Hills)?
- **Answer 11:** Dr. Hills brought this topic up and noted that this was an excellent report. He implemented what he could but a number of issues are still being worked on.

Dr. Hills asked FC if we felt that we have been kept in the “know” about COVID and other changing situations. He said that he will continue to do this and to ask Brad and Becky for suggestions if changes are needed. He shared that one of the big things on the radar screen is making the call about the three foot social distancing standard. This will change class capacity, etc.

4. **LGBTQ+ Matters:** The FCP emailed FC with the LGBTQ+ Matters document to review prior to the meeting. MCC’s goal is to be inclusive of all minority groups including LBGTQ+ considering about 25% of Generation Z are questioning their identity. The document contains concise definitions for the following: Bi or Bisexual; Cisgender; Gay; Gender; Heteronormative; LGBTQ; Lesbian; Non-Binary; Queer; Sexuality; Transgender; Trans Man; and Trans Woman. The following are key points from the LGBTQ+ Matters document:

- a. Faculty need to ask students of their preferred name and allow them to use their said name;
- b. Faculty are asked to inform their students that your class is taught Heteronormative, which means relating to a world view that promotes heterosexuality as the normal or preferred sexual orientation; and
- c. Faculty should not ask students to speak about their sexual identities.

Comments were made by FC members:

- Comparing this to race, it would be unacceptable to say these things because it could be construed as discriminatory.
- Not all instructors teach from this perspective so it does not seem right to place that burden on us.
- Training is reasonable is a part of our competencies and should include diversity training to students.
- A variety of perspectives were provided by members about having to make an announcement. The general consensus was that the Administration should handle this issue.
- A discussion about the College provide a policy regarding this to show a unified message on inclusivity for LBGTQ+ individuals. The FCP stated this is a guideline and not a policy.

VOTING ITEM: The FCS made a motion that the LBGTQ+ Matters document seems to be discriminatory of this group and that instructors should not be stating this to promote inclusiveness. FC would request that this be examined by the Administration and to include this within the “inclusivity” statement for College. Yolanda Gonzales seconded the motion.

ACTION ITEM: FCP will discuss this issue with the Inclusivity Committee and the Administration regarding LBGTQ+ Matters document. FC discussed the following: MCC

is as an institution who recognizes that academic institutions have widely discriminated against minority communities, especially the LGBTQ+. We want to acknowledge the implicit bias within Higher Education historically and that that bias has skewed toward a heteronormative perspective. FC believes this is a college issue not a course issue, and should be presented as such.

5. Name change of the faculty salary schedule for summer and adjunct:

- The Compensation Committee (CC) provide guidance on how to interpret the two salary schedules earlier in the academic year to help faculty understand the differences between the full-time faculty salary schedule and the adjunct/summer faculty salary schedule.
- A recommendation was made by FC members to rename the adjunct/summer faculty salary schedule to make it clear that full-time faculty are paid from this schedule for any overload and/or summer classes they teach.

VOTING ACTION:

Yolanda Gonzales made a motion to change the current summer school salary schedule name to **Pay Schedule: Adjunct, Full-Time Overload, and Summer**. Lesley Plemons seconded the motion. There were no dissenting votes.

6. Feedback on Faculty Load Sheets:

- Let the FCP and FCVP know if you cannot see your load sheets.
- This process varies by division secretary.
- A new system will replace WebAdvisor.
- Training is already happening for administrative secretaries and then administrators will be trained. The trainings are available as ZPOD courses. The training events are done in small increments. The training title is: ZPODT 1019 03.

7. Faculty Council Repository:

- The PC Committee suggested that a centralized location from prior committee chairs be available for FC members on Share Point.
- The FCP updated the Faculty Council folder in Share Point and encouraged members to provide written guidance about best practices for their committees.

8. Updates on FC Sub-Committees: The FC update video provided by the FCP included an update from various Committee chairs: <https://youtu.be/qz6tyK4gQQU>

- **Policy Committee (PC):** The PC previously reported on their work regarding the faculty pay scale titles and the Faculty Council Repository.
- **Compensation Committee (CC):** This committee has completed its work for the year so there will be no additional updates unless merited.
- **Bookstore Committee (BC):** The BC did not provide a video update.
- **Elections Committee (EC):** The EC have completed their work. Donald Keltner (EC Chair) sent out a message on Thursday, 4/8/2021 identifying the election winners. He also noted that the repository will have information about election protocols for future FC elections. The following individuals were elected:
 - Faculty Council Vice President: **Elaine Fagner**

- Minnie Piper Steven Professor: **Jessica Zbeida**
 - Professional Development Committee—Arts & Sciences (2 Seats): **Mary Sides and Jessica Zbeida**
 - Professional Development Committee—Workforce (1 Seat): **Suzanne Baldon**
 - Tenure Conversion—Arts & Sciences (2 Seats): **Sharon Kenan and Bradley Turner**
 - Tenure Conversion—Workforce (1 Seat): **Laura Hays**
 - Tenure Conversion—Non-Instructional Area (1 Seat): **Gale Kissinger**
- **Workforce Committee (WC):** There was no report for this committee. This committee will have more updates for the March meeting.
 - **Special Items Committee (SIC):** There was no report for this committee.

9. Input on FC Meetings for Next Year:

- The FCP asked for input for improving FC meetings including the day/time for the scheduled meetings and turned it over to FCVP. Becky thanked Brad for his service and stated that the video idea worked well. One of the changes this year was to use Zoom. She asked if the format of using Zoom is still the way to go.
- She noted that the Arbor Day celebration showed the desire to have in-person meetings. Maybe, an option would be to have some of both types of meetings.
- Most members shared that the Zoom option allows for flexibility.
- Becky asked if a meeting on Thursday afternoons would work. Is there a best time/day for this? The majority of members shared that Friday mornings are the optimal day and time for meetings.

10. Feedback and suggestions on the state of Faculty Council:

The following items were suggested during this discussion:

- The FCP asked for input for improving FC.
- A question about the length of time for FC service for members is two years. The FCP clarified that service is two years for executive FC leadership (FCP and FCVP). He also noted that the service on FC goes from August through May. The new council should be convened starting June 2021.
- A comment was made about future members who are new to FC.

ACTION ITEM: A suggestion was made to have a short orientation for these members.

11. Feedback and suggestions on the state of the College:

The FCP asked if there were any concerns or suggestions about the state of the College. The FCP will send out a final video of the year. On June 1st, Becky Parker will start her service as FCP and Elaine Fagner will become the FCVP.

12. FC Meeting Adjournment:

- The next FC meeting will next academic year for 2021 – 2022 unless a “special meeting” is needed. This FC body is active until May 31st, 2021.

- Lesley Plemons made a motion to adjourn the meeting.
- Joseph Taylor seconded the motion to adjourn the meeting.
- The FCP adjourned the meeting at 11:54 am.