

McLennan Community College

Faculty Council 2022-2023: October 2022 Meeting

MEETING DATE: The McLennan Community College Faculty Council (FC) met Friday 10/28/2022 at 9am.

LOCATION: Faculty Council met virtually via Zoom video conferencing due to continued mindfulness regarding COVID safety precautions and to meet college sustainability goals in Elaine Fagner's personal meeting room ID: 84348032179.

PARTICIPATING/ATTENDING MEMBERS:

- Amber Bracken: Literature, Languages, & Communications
- Andrew Clayton: Government
- Bernard Smith: Science
- Bob Ammon: Physical Education
- Crystal Johnson: Office Technology/HITT/Paralegal
- Cynthia Soll: Library Services
- Daelynn Copeland: Child Studies & Education, Human Services & Education
- Deborah Williams, HITT
- Donna Mendoza: Health Professions
- Edgar Sierra: Music
- Elaine Fagner: Faculty Council President (FCP)
- Jan Robertson: CIS & Multimedia
- Jarred Hankhouse: Criminal Justice
- Jenna Hoefler: LLC
- Jenna Warf: Nursing
- Jeremy Leatham: English (LLC)
- Jessica Zbeida: English
- John Spano: Social & Behavioral Sciences
- Joseph Taylor: Visual & Performing Arts
- Laura Wright: Science/Faculty Council Secretary (FCS)
- Liz Painter: Nursing
- Melody Flowers: Social & Behavioral Sciences
- Meredith Brown: Health Professions
- Michaela McCown: Science/Faculty Council Vice President (FCVP)
- Mike Campenni: Social & Behavioral Sciences
- Peter Olson: Visual and Performing Arts Adjuncts
- Raymond Kessler: Science
- Scott Bryant: Business
- Shelley Blackwood: Associate Degree Nursing
- Shelly Rogers-Sharer: Social & Behavioral Sciences
- Thomas Lowrance: Business Programs
- Tim Martin: Nursing

- Tiffanie Elbrecht: ADN
- Yumei Wu: Mathematics
- Zachary Cleere: EMS/Paramedic

NON-PARTICIPATING/ABSENT MEMBERS:

- Abriel Garrick: Adjunct – English
- Anne Merchant: Science
- Catie Capp-Hays: Mental Health & Social Work
- David Choate: Health Professions
- Lacey Chapman: Sociology (Social & Behavioral Sciences)
- Laura Hays: Human Services & Education
- Lindsey Shelmedine Lungas: Emergency Services Education
- Mark Crenwelge: Mathematics
- Reid Makowsky: LLC

MEETING AGENDA:

I. Call to Order:

- a) Meeting was called to order by the Faculty Council President (FCP) at 9:00 am on October 28, 2022, via Zoom (Elaine Fagner’s meeting room 84348032179).

II. Review and approval of September 2022 minutes from FY22 – 23:

- a) A motion was made by Jessica Zbeida to approve the August 2022 meeting minutes and was seconded by Shelley Blackwood. A poll was conducted via Zoom, and was 100% approved.

III. Step credit issue brought to FC by a faculty member:

- a) Kathleen Laundry completed step credit in June 2020, submitted in July 2020. During this time, it was shuffled around to different administrators, and realized it wasn’t signed, and she needed TCCTA to help represent her in getting it through. It was finally signed in August 2022. Dr. Hills refuses to meet with her because it wasn’t signed before July 1 2022. In addition, because of the way the step credit is capped vs. years of service, and there is a policy that you can only get credit for 4 years of service each year, she cannot move to the proper place on the salary schedule she needs to be.
- b) FCP said she wants to bring this to FC to get the administration to shorten their timeline for the approval process of the step credit forms, and to have them return their approval documentation to faculty so there isn’t question if their step credit has been approved. FCP also wants to address the issue of the saturation points in step credit on the salary schedule.

- c) Jarred Hankhouse mentioned he had issues with step credit himself, and wants to know why there isn't a way to see online to track the approval process once the form is submitted. He also asked why the limits on step credit are the way they are.
- d) Mike Campenni provided some historical background on how the salary schedule came to its current state. The salary schedule used to go to 20 years of service, but was later increased to 30 years of service. He said that this history should be in the institutional archives in the library. He said that younger faculty at the time pushed that they should make more money than older faculty because they had to support kids, and the administration froze there.
- e) Joseph Taylor asked via Zoom chat why faculty wanted to limit years of service. Amber Bracken answered via Zoom comment that it was less about limiting years of service and more about encouraging faculty to gain additional education.
- f) Cynthia Soll said there is not currently an archivist in the library, and that they have not had success finding archives for the period of time Mike Campenni talked about.
- g) Crystal Johnson mentioned via Zoom chat that when new faculty are being hired at a higher rate than current faculty, it devalues faculty spending money to earn step credit for pay increases.
- h) Kathleen Laundry said she has an MFA which is terminal, there is no doctorate equivalent in her field, so she will never be able to get doctorate pay. She also mentioned a time when a newer faculty member was brought in for higher starting pay than she was making at the time, and how devalued it made her feel.
- i) Jarred Hankhouse mentioned also feeling devalued that this year there were faculty hired at higher starting salaries.

IV. Old Business

- a) Results of Faculty Council Policy changes for policy vote
 - i. FCP said there were 98.8% votes in favor of changing the election policy, and has been approved and in effect now. This process will be effective for the spring 2023 FC election.
- b) Items FCP and FCVP discussed with Dr. Hills since last meeting
 - i. CTL process for getting an online or blended PGP course approved
 - 1. FCP met with Staci Taylor who said she is going to meet with the team to try to shorten this. The reason for the time frame was they didn't want students to enroll for a class if there was no instructor approved to teach it. CTL is also still playing catch up to approve courses from the pandemic. Only the items in bold are required, everything else on the PGP is a suggestion. If the items in bold on the PGP aren't met, they will send an email notifying the faculty member's

supervisor. The only time they will notify a supervisor is if the course doesn't meet the items in bold on the PGP and that they don't take punitive action against faculty members.

2. FCP asked Staci Taylor about Cerebellum (imaginary students). Cerebellum can be added at faculty request if there are technical issues and CTL needs to see what is happening. If program directors or supervisors have to be added to a course until the PGP is approved.
 3. FCVP said that Staci said that if bolded items aren't met they will reach out to the instructor before the supervisor. She said CTL is ready to help us.
 4. FCP also said that Staci encouraged faculty to please contact CTL if there is a need for a quick turn around on PGP approval.
 5. Jan Robertson asked if they said anything about sending a list of PGP requirements for new faculty. FCP said they are working on that. Supervisors also need to be aware of these requirements. FCVP mentioned CTL is currently working on a video for faculty explaining the process.
 6. FCP also asked CTL about when there's a mystery person who hasn't completed an assignment, CTL was stumped, they said it could be an issue with how WebAdvisor/Datatel talks to Brightspace. CTL encouraged faculty to contact them if this happens.
- ii. Parking Lot N of CSC
1. FCP said the MCC police chief is now involved. They won't place gates at the parking lot, but they are working on fixing the signs and coming up with a solution.
- iii. Estimated date of Brightspace Shell for Winter Minimester/Spring
1. FCP talked to Staci Taylor about this. Shells should be available by November 15 for both the winter minimester and spring.
- iv. Pronouns of students in Brightspace and Webadvisor
1. FCP talked to Holly Surginer, this issue she is working on since this is a programming issue in WebAdvisor.
- v. Substitute Pay
1. FCP said that Dr. Benson and Dr. McKown are reactivating a task force to look at this, which will start in about 2 weeks. Mike Campenni, Jan Robertson, and Elaine Fagner will be serving as faculty representatives on this task force.
- vi. Workout room availability
1. FCP asked Dr. Hills, and he is open to it, but there is a policy that says no one can be in there unless it is monitored. It will

not be available for after-hours use until there is a policy change. Dr. Hills is open to bringing it up to date to model after other 24 hour gyms that do not have full time supervision, and they need to look into liability insurance.

2. Amber Bracken mentioned the policy is there not because of insurance but also because there has been an incident when someone was injured in the past.

vii. Final exam schedule/dates and grades being due for graduates before finals are over

1. FCP said Dr. Hills said this is only for graduates, if the final exam schedule is changed then we have to make sure that there is enough room for students to take exams on campus. However, now that more students are taking finals online, not as much room availability is needed. Final Exam schedule is scheduled 2 years out, so it cannot be changed immediately. However this is something Dr. Hills is open to in the future.
2. Jan Robertson asked if students might feel stressed out by having to take more exams in a shorter amount of time. FCP said Dr. Hills acknowledged this concern, but that online faculty can make their final exams due earlier, as long as students are aware of this and it is in the instructor plan.
3. FCP also said that Dr. Hills said that faculty need to take grading time into account and to assign final exams/projects with enough time to grade them before the deadline.

viii. Advisory Committee elections (one member spot will need to be filled for the upcoming election after Spring Break)

1. FCP said the Advisory Committee needs to fill a spot in spring. The AC will rotate one individual off each year and therefore a spot will need to become a regular part of the spring election cycle.

c) Committee Reports

- Elections Committee (EC) –
 1. Andrew Clayton said nothing to report, there will be more to report in the spring when elections come up.
- Policy Committee (PC) –
 1. Jessica Zbeida said they have an issue with student scholarships and drops, this has been referred to the Student Success committee.
 2. Jessica Zbeida said faculty can no longer request funds for travel for sabbatical anymore, so this will be changed in the policy.
 3. Jessica Zbeida said that the tenure timeline was brought to this committee, specifically for faculty who were hired in the

middle of the academic year. However, they will be working with the Tenure committee on adjusting policy for this. Joe Taylor mentioned they are planning a meeting with the two committees.

- Student Success (SS) –
 1. FCVP said that MARCOM had the idea to start a campus tip of the week to highlight various services on campus during times when they are needed the most, maybe a folder or announcement in BS shells. Most FC members were not receptive to this, since there is already a folder with these resources in our Brightspace shells. Jessica Zbeida said this might be better if it is promoted through Peer Mentoring or SI.
 2. FCVP said that the SS committee brought up the issue of making Scholar's Day a bigger deal to celebrate student successes. FCVP brought this up to Mikken Canham. Mikken said there is a committee and would love for any faculty to join the committee. FCVP said that faculty can increase participation on Scholar's Day by requiring students to present or attend in their class.
 3. Melody Flowers asked if FCVP had asked about increasing foot traffic of Scholar's Day by combining it with Highlander Games, however FCVP had not heard back about this.

- Compensation Committee (CC) –
 1. Report about themes from CC Survey
 - a. Scott Bryant thanked Shelley Rogers-Sharer for her hard work in putting together the survey and compiling results. The survey showed that faculty felt that COLA adjustment was not sufficient to meet the rate of inflation. However in the qualitative portion of the survey, faculty indicated they were overall happy with their jobs at MCC. CC will be looking at other colleges to see how we compare and other relevant information, since Social Security is getting an 8.8% COLA.
 - b. Thomas Lowrance added that data showed that faculty feel that the next COLA adjustment needs another significant increase.
 - c. FCP said that Dr. McKown said the 5% increase this year was not a COLA, but could not offer further clarity on this.
 2. Consideration of action item from the qualitative comments
 - a. Shelly Rogers-Sharer said there 68 total comments made by faculty: 13 mentioned appreciation to board and admin for raise, 9 comments mentioned appreciation for jobs and salaries. The survey

suggested that faculty are satisfied but the raise doesn't compensate for the inflation we are experiencing. Several comments mentioned that faculty need a COLA to support themselves. Several comments expressed fear about sustainability of asking for a raise, even though more money is needed, they don't want to come off as asking for too much, especially since the Board needs to consider other factors in the budget, such as enrollment, etc. Faculty responses acknowledged that they realize the board has to consider many other budget factors in order to provide a raise.

- b. Tommy Lowrance said this is why in the proposal from last year, they left the number they were asking for vague rather than a specific number, because they didn't want to seem like asking the Board for too much in terms of other factors.
3. FCP asked FC if they wanted to bring forward an action item to thank the Board for the pay increases.
4. Scott Bryant was concerned of how it might come off to the Board if we thought about them and then asked for more.
5. Tommy Lowrance responded he didn't think so since we have data that show that the faculty overall are generally thankful.
6. Melody Flowers reminded FC that we are workers and we need to appropriately meet their basic life needs.
7. Mike Campenni said that said they used to use an economist at Baylor's report for local inflation, as well as inflation information from the Federal Reserve in Dallas to make a decision based on what the pay increase needs were specific to Waco area, and that local data may hold more sway with the Board than simply using the national rate. He also said this might help rather than compared to community college pay in other places like Dallas, Austin or Houston.
8. Melody Flowers mentioned CC used to use the numbers from Tarrant County College since their economy is more similar to Waco's than other places.
9. Scott Bryant said last year CC did look at the consumer price index for the South region.
10. Andrew Clayton agreed that it would be a good move to create a resolution to thank the board for faculty raises this year, and suggested FC comes up with a resolution to show appreciation for the board.
11. Mike Campenni said that in the past, the Board has been generally more favorable to giving faculty raises than the administration has.
12. FCP agreed with this, but that this year the conversation at the Board was different because they were bringing the staff

up to market value, and that faculty may have been looked over because of this. FCP was supportive of making a motion to thank the Board.

13. Andrew Clayton made a motion that FC writes a resolution that explains our gratitude to the board and admin as pertains to compensation. It was seconded by Shelly Rogers-Sharer. 90% of FC members present approved the motion.
14. FCP asked the CC to come up with the resolution to be approved by FC, for her and FCVP to run by Dr. McKown and then bring it to the Board at the next Board meeting.

- Workforce Committee (WC) –
 1. FCP shared that Dr. Hills has developed a new academy that all managers and program directors will need to complete. WC provided feedback on what should be addressed for program directors, such as ULPs, budget revisions, and a book which will need to be created so that if a program director leaves suddenly, someone else can fill in the role and know how to do it.
 2. Jan Robertson said that there are some issues in the ESEC building that have not been addressed. FCP asked if she can show Dr. Hills a video that Crystal Johnson made, Crystal agreed.
- Tenure Ad-hoc Committee –
 1. Melody Flowers said they will be meeting with the policy committee. They want to look at the tenure policy to see how much it protects faculty. She has been looking into other community colleges but not finding a lot of information, and is planning to ask TCCTA for data and contact other colleges.
 2. Jessica Zbeida mentioned via Zoom chat that many of the tenure policies are on SharePoint.
- Bookstore Committee (BC) –
 1. FCVP reminded FC that IA deadlines are closer than you realize, and that the one for spring has already passed.

V. New Business

- a) Safety drills, table top exercises –
 - i. FCP said the police department is conducting these, and feel that drills are important to conduct for all buildings on campus. FCP recommended that people in each building get together to arrange these since every building has its own unique issues.

- ii. Tiffanie Elbrecht wanted to make sure that if there is an active shooter drill, that faculty/staff be notified to avoid emotional distress, and also finding a time to do this when most employees are on campus.
- iii. FCP responded that Frank Patterson said they would let people know so that it could be opt-out, and also that it would need to be planned so that it doesn't interrupt the educational process.
- iv. FCVP added that during her time at MCC she hasn't been a part of any sort of drill, and that when she taught high school, they had drills every semester so that faculty and students knew how to respond to emergency situations. FCVP said she feels this is beneficial for MCC and should be done at the building level.
- v. Laura Wright added that she felt the table top exercise for the Science building was beneficial and that science faculty were able to make police aware of specific safety issues unique to the science building, and felt that faculty in every building should have one to address the unique issues within their own buildings.

b) Open Conversation for Faculty Council

- i. A member asked if on the gratitude resolution if FC could take a less formal tone, and was imagining FC would just draft a letter that the survey results reflected gratitude toward the board and admin. FCP says it will be up to the FC. Another member said they wanted something more formal, and short, but regardless of formality, showing appreciation is the most important thing. Another member mentioned that maybe it should be a "Letter of Appreciation" rather than a resolution.
- ii. A member said that the guidelines for proposing PD are not outlined in the policy. There's not a mechanism for revising the guidelines without feedback from employees.
- iii. Another member mentioned that people in different disciplines who are serving on the PD committee for approving PD funds don't always know whether or not what they are approving makes sense, for instance, a workforce person doesn't have the background to know if a certain conference for professional staff is worth approving, and wondered why there aren't three separate PD committees, for workforce, academic, and professional staff.
- iv. Another member mentioned issues they had with getting approved to present at PD Day by the PD committee, others echoed the sentiment that they had issues with this when they served on the PD committee.
- v. Another member gave feedback on the form for getting PD funds approved, the box for supervisors to approve on the form is very small and limits the explanation why a certain PD is valuable, and

that this did a disservice to that faculty member because they were not able to adequately explain why this PD was valuable. Another member added that this is most likely a problem with PDF fillable forms, and the technology needs to be improved.

- vi. Another member added that the NISOD award is selected by the PD committee people and that made them uncomfortable, rather than being voted on by the faculty, like the Minnie Piper award is done. This made it so faculty in smaller departments who were not as well-known but deserving were overlooked for the award. When this concern was brought up, this member was dismissed and told it's the way it's always been done. Another member brought up that it would be nice if the NISOD award was done through an election process and narrowed down like Minnie Piper. Members also brought up several instances in which NISOD nominees served on the PD committee, which made them uncomfortable, and also, since nominees can't vote on the winner, it decreases the number of people deciding on who gets the award. A member also mentioned that a certain number of nominations is required to be considered for the NISOD award, so that people from smaller departments get overlooked. FCP said this might be something to bring up with the Elections Committee.
- vii. Another member suggested that it is worth looking at the policy for the PD committee and that maybe a survey be put together to bring forward to FC.
- viii. FCP asked if anyone was opposed to the appreciation resolution. No one opposed.

c) The next FC meeting will be on Zoom on 12/2/2022 @ 9:00 am.

VI. Adjournment:

- a) Andrew Clayton motioned to adjourn. Meredith Brown seconded the motion. There was a vote given via Zoom poll. There were no dissenting votes. The FCP adjourned the meeting at 11:03 am.