

McLennan Community College

Faculty Council 2022-2023: August 2022 Meeting

MEETING DATE: The McLennan Community College Faculty Council (FC) met Friday 8/26/2022 at 9am.

LOCATION: Faculty Council met virtually via Zoom video conferencing due to promote sustainable meeting practices and enhance attendance in Elaine Fagner's meeting room ID: 84348032179.

PARTICIPATING/ATTENDING MEMBERS:

- Amber Bracken: Literature, Languages, & Communications
- Andrew Clayton: Government
- Anne Merchant: Science
- Bernard Smith: Science
- Bob Ammon: Physical Education
- Catie Capp-Hays: Mental Health & Social Work
- Crystal Johnson: Office Technology/HITT/Paralegal
- Cynthia Soll: Library Services
- Daelynn Copeland: Child Studies & Education, Human Services & Education
- David Choate: Health Professions
- Donald Keltner: History
- Donna Mendoza: Health Professions
- Edgar Sierra: Music
- Elaine Fagner: Faculty Council President (FCP)
- Jan Robertson: CIS & Multimedia
- Jarred Hankhouse: Criminal Justice
- Jenna Hoefler: LLC
- Jeremy Leatham: English (LLC)
- Jessica Zbeida: English
- John Spano: Social & Behavioral Sciences
- Lacey Chapman: Sociology (Social & Behavioral Sciences)
- Laura Hays: Human Services & Education
- Laura Wright: Science/Faculty Council Secretary (FCS)
- Liz Painter: Nursing
- Mark Crenwelge: Mathematics
- 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
- Reid Makowsky: LLC

- Scott Bryant: Business
- Shelley Blackwood: Associate Degree Nursing
- Shelly Rogers-Sharer: Social & Behavioral Sciences
- Thomas Lowrance: Business Programs
- Tiffanie Elbrecht: AND
- Yumei Wu: Mathematics
- Zachary Cleere: EMS/Paramedic

NON-PARTICIPATING/ABSENT MEMBERS:

- Abriel Garrick: Adjunct – English
- Jenna Warf: Nursing
- Joe Taylor: Visual & Performing Arts
- Lindsey Shelmedine Lungas: Emergency Services Education
- Tim Martin: Nursing

MEETING AGENDA:

- I. **Call to Order:**
 - a) Meeting was called to order by the Faculty Council President (FCP) at 9:00 am on August 26, 2022, via Zoom (Elaine Fagner’s meeting room 84348032179).
- II. **Review and approval of April 2022 minutes from FY21-22:**
 - a) A motion to approve the April 2022 meeting minutes was made by Crystal Johnson. The motion was seconded by Cynthia Soll. A poll was conducted via Zoom, and there were no dissenting votes.
- III. **Election of Faculty Council Secretary for FY22-23**
 - a) Laura Wright volunteered to be FC secretary. There were no other volunteers. Amber Bracken nominated Laura Wright as FC secretary, seconded by Laura Hays. A poll was conducted via Zoom, and there were no dissenting votes.
- IV. **Old Business**
 - a) **Discussion on proposed salary increases for FY22-23**
 - i. Dr. Stephen Benson briefed FC about the proposed salary increases to the Board next week. For the faculty the proposed annual increment is \$138,000, with a credit of \$39,000, and then a 5% annual increase across the board. With all of this, the average increase for full time faculty would be 6.71%. For part-time and overload faculty, they are proposing a 5% increase. For staff, they have proposed two option for getting staff salaries up to market value. One is to do 100% of the market adjustments, the other is to do 75% of the market adjustments, however the board is very supportive of the 100% market adjustments, so this will be included in the budget proposal at the Board meeting next week. The faculty

compensation committee had presented a report to the board that will be included in the budget packet. This report included Consumer Price Index information which showed that the increase needed to be 6.81% in order for faculty not to take a pay cut, however, by the time the Board received it, this CPI information was outdated, at the time Dr. Benson put the information together to Board, it was 9%, which is included in his report. Also included in his report is comparative information about how our salaries compare with faculty at other community colleges in Texas, our faculty rank #5, with Austin, Odessa, Collin, and Dallas ahead of us. The focus has been to get the staff up to market rates. Most colleges in the state are doing 3% increases, so 5% is on the high side.

- ii. Melody Flowers asked how this compares to last year, asking to clarify if we got no increase last year. Dr. Benson clarified it was 3%, because it was the Covid year, so they did not do the full market adjustment for that year.
- iii. FCP pointed out that she has been attending the Board meetings and that they are deeply committed to us, and want to do as much for us but can only do so much.
- iv. Dr. Benson pointed out that this has been a tough budget year for us, with decreases in tax rate, so there is less money to work with. However, they are making cuts to their contingency to make the pay raises happen. He mentioned that at his last Community College officers meeting, he was surprised to learn many colleges are not providing raises, so he feels very fortunate that we can have raises this year, even if they're not the size they want them to be. Please email Dr. Benson directly if there are any questions.

b) Purchase of prior FC President's outgoing gift and refreshments for Tenure Faculty Celebration for 9/9/22

- i. FCP gave the outgoing FC president Becky Parker a name plate for holding business cards, a geology gift, and a gift certificate to Bear Mountain, and needed a motion to approve use of funds for these gifts. In addition, she asked for a motion to approve funds for Tenure Faculty Celebration. Anne Merchant made the motion to approve spending the funds, and it was seconded by Shelley Rogers-Sharer. The vote was taken in the Zoom chat since the poll function wasn't working. There were no dissenting votes.

c) Information and Technology Updates

- i. Merging classes – Mario Leal stated that if any faculty have questions over merging classes in Brightspace, please send a request through helpdesk@mclennan.edu
- ii. Computer replacement project – Mario then provided an update on the laptop rollout. The status of this project can be found on the ISS webpage and is updated on a weekly basis. At the bottom of the project page, faculty can see where they are on the list. If a faculty member is not on the list, it means they already have equipment that

meets the requirements, or there is a mistake. Any faculty member who has questions is encouraged to email the helpdesk. This fall ISS will be reviewing those who already have laptops that meet the requirements, in these cases they won't be replaced but will review if they need to provide docking stations and other equipment. People with new computers won't have them replaced with laptops until it is time to replace those computers anyway. The business office computers won't be replaced with laptops because their job is such that laptops aren't required.

- iii. Administrative privileges – Mario said that ISS was not providing administrative privileges to faculty members anymore because of the dangers of cyberattacks. Faculty must send in a helpdesk ticket to update or install software on computers. If there is a case in which an exception is required, submit a ticket to the helpdesk.
- iv. Specialized equipment to teach – Mario said faculty who need tablets, etc other equipment to teach won't have their tablets replaced. However, ISS doesn't have budget to pay for it, so tablets, stylus, etc. must be provided by department budgets. ISS can help order, get quotes, and maintain specialized equipment, however departments must pay for it.
- v. Tech Support page revamp – Laura Crapps discussed updates she is working on to update the tech support page to make it easier to use. She said they will be removing duplicate links and forms, and making it more clear what resources are available. She is also working on creating a FAQ to help reduce number of tickets employees need to submit. Also working on creating a resource for anyone to use related to ADA compliance, the estimated timeline for rollout is late October. Any feedback/suggestions on improving the page from faculty and staff can be sent to her at ljcrapps@mclennan.edu.
- vi. Checking out equipment – Mario said if a faculty member needs to checkout a piece of equipment or has a student that needs to checkout equipment, go to helpdesk. Mario recommends calling ahead before going to the LTC to make sure that they have them available. They are partnering with the library and the library has equipment for students to checkout.
- vii. Amber Bracken asked via Zoom chat if she has Brightspace questions, whether she should email online@mclennan.edu or the helpdesk, Mario said the helpdesk. Fred Hills pointed out that online@mclennan.edu goes to Staci Taylor and CTL. Mario said if Brightspace requests are sent to helpdesk, ISS will transfer it to CTL. Likewise, if something goes to CTL, it will be forwarded to ISS.
- viii. FCP recommended faculty review the draft webpage. Mario said that the page contains information on how to use classroom equipment, etc.

- ix. FCVP read a question from the chat, if someone gets a phishing email, who should they send it to? Mario replied that it should be sent to the helpdesk. Mario assured the FC that they have a team of 20 individuals watching the helpdesk queue so that any issues should be sent there.
- x. Cynthia Soll commented that the laptops in the Learning Commons for the students are only for day use and students can take them into the study rooms. FCVP said she thought it changed this semester. Mario said there are two different programs for checking out laptops. CTL is running one where students can take home, but through the library they must stay in the library.
- xi. Daelynn Copeland asked via Zoom comment that students are having trouble connecting to wifi in the CSC. Mario responded that they are waiting on some equipment to be installed, and there has been an equipment backlog this summer.
- xii. Catie Capp-Hayes asked via Zoom comment about not getting Brightspace shells until two weeks until 2 weeks before the fall semester started, and wanted to know if faculty could get their shells sooner for the spring. Mario said he wasn't sure and that CTL and ISS were working together on this issue. He said that because of staff turnover, there have been some learning curves and some mistakes were made in creating the fall shells, and that caused the issue.
- xiii. Peter Olson asked via Zoom chat whether computers for adjuncts would still be available in the adjunct offices. Mario said that yes, adjuncts will still have access to those computers.

d) Faculty Overloads

- i. Dr. Hills provided information regarding faculty overloads and meeting SACS requirements. After the SACS review, the college put together a process to resolve the issues, however the warning is a 1 year period to watch to make sure the college is following through on the new policies. It is ok for faculty to have up to two overloads, however if faculty members want 3 overloads, it will need their dean's approval. Four or more overloads require approval from Fred, and that is the point in which they will evaluate if another full-time faculty position is needed for that area. If a certain area regularly has three or more overloads, they have a specific policy in place to evaluate whether another full-time faculty position should be created. Dr. Hills encouraged faculty to look over policy F-III-e where all this information is outlined.
- ii. Meredith Brown asked when did this come about and asked if SACS feels this is because they feel instructors aren't as effective when teaching overloads. Dr. Hills responded that the way SACS is looking at this is that for every hour spent in the classroom, there is an hour spent in preparation outside the classroom. So teaching 15 hours means 30 hours a week, plus 10 extra hours for professional

development, office hours, and other duties. Adding three hours of overload is considered adding six hours of work. Two overloads would be 42 total hours of work, and our QEP is engaging with students, so SACS is concerned about faculty having time to engage with students.

- iii. FCP asked for clarification about travel courses and academic cooperatives. Dr. Hills replied that because these types of course are by nature considered directly engaging with students, these hours do not count against overloads. In addition, internships and clinicals do not count against faculty hours. In the summer, everyone is considered an adjunct so these hours don't count against overloads either. However, faculty can only teach a maximum of 2 courses during a minimester.
- iv. Crystal Johnson asked via Zoom chat if SACS views online classes differently than f2f, since most of the preparation for online is done ahead of time rather than during the semester. Laura Wichman responded that SACS treats all modalities the same, regardless of when the preparation is done during the semester.
- v. Crystal Johnson commented via Zoom chat if she has 6 hours of internships and is only paid 1 hour for 4 students, and that counts as more credits than she's actually paid. Laura Wichman replied that the pay is based on load, and that SACS doesn't care about loads, they care about credit hours, and in the policy when it talks about overloads it switches to talking about semester credit hours rather than load hours. She also said that SACS is not concerned with what is paid, but with what you are teaching, and the credit hours the students are receiving.
- vi. Tommy Lowrance asked via chat if he teaches 6 classes by himself but co-teaches 2 classes, if that counts as two overloads. Laura Wichman replied that it takes into account the percentage that you teach the course. If you teach four classes at 50%, then you get your 2 semester total. She also said that the semester credit total is referenced in the policy.
- vii. Cynthia Soll via chat if SACS has approved these exceptions or if they could be problematic at a later date. Dr. Hills said that yes, SACS has approved these exceptions. He is working with the deans and Laura Wichman to make sure that this isn't overbearing on the administrator side in tracking loads. Laura Wichman added that she had heard from other institutions also in their ten year SACS reviews that SACS did not take into account that during the pandemic, that when most of the classes had to move online, the majority of adjunct faculty did not have the credentials to teach online whereas more full-time faculty did. She also said that what we have right now has been approved and that they will be monitoring and reviewing policies, as well as looking to see what other institutions are doing, to see where SACS is headed. Dr. Hills mentioned that ACC,

Amarillo, and El Paso also got hit on their SACS evaluations. He also mentioned this may be due to pressures put on SACS by the Department of Education.

- viii. Dr. Hills mentioned that another area was not having enough full-time faculty per discipline. He said that in some areas they needed to move some people from staff positions to faculty positions, or combine disciplines into departments so that now we are complying.
- ix. Jarred Hankhouse asked which areas still have four or more overloads. Dr Hills replied one is CIS, the other is Business. He said that Math is close, and History as well. Dr. Hills said the policy is a good thing because it makes it easier to determine which areas need more full-time faculty.
- x. Dr. Hills informed the council that policy F-III-e explains how they determine how many faculty members are needed and what type, it explains the loading, and the requirements to teach fully online. He said it is a good source for anyone looking for answers.

e) Elections Commission Report and Proposal

- i. Elections Commission Members: Donald Keltner (chair), Liz Painter, Yumei Wu, Michaela McCown, Claudette Jackson, Ashley Cruseturner, Andrew Clayton, Otsmar Villarroel, Jarred Hankhouse, and Elaine Fagner. All members unanimously agreed on the proposed changes.
- ii. Donald Keltner explained that the proposal is more of a modification to the election process than changing the process. He explained that the goal of the modifications is to bring in more people who are interested in serving on FC, and to create a bigger pool of people who are interested in serving as officers for FC. He also said some people did not like the long list ballot previously used. He said there will first be a nomination round in early February. From those nominated who consent to run, will be on the ballot the week after spring break. If someone who is on the ballot gets 50% of the vote plus one, then they will be automatically elected to FC and take office June 1. If there is not a majority, then there will be a runoff election between the top two people in the previous round. If there is a tie for second place, the runoff ballot will have the top 3 people. If a runoff election is necessary, it will take place 7-10 days after the election round, and the candidate with the most votes will automatically be elected to FC, regardless of vote percentage. He said that the entire committee agreed to it and were happy with it. He said that this give those nominated a month to decide whether they want to run for FC.
- iii. FCVP stated that in the nomination process, no matter how many votes someone gets, they will be invited to be on the election ballot, even if they only get one vote. She said the goal in this is to increase awareness about FC, and that in February there will be a meeting to provide information to anyone who is interested in serving on FC,

and to ask questions to those who have served as FC President and Vice President before committing to a 2-year position.

- iv. FCP says that they will be bringing this for a vote in FC in September, and then to a general faculty vote after that. She praised Donald for his work in spearheading this, and that this will increase involvement in FC.
- v. Melody Flowers asked if this process is approved by FC and subsequently all faculty, whether it could be vetoed by Dr. McKown. FCP replied they were meeting with her next Tuesday to discuss it, but she doesn't feel that Dr. McKown would veto it.
- vi. An informal Zoom poll was conducted via Zoom to determine where FC members stood on these modifications, and 100% approved. FCP stated that the policy for FC would remain the same, it would just be the elections section would be replaced.

V. Background Checks for Guest Speakers/Visitors

- a) Missy Kittner said that in 2010, they started running background checks on all new employees, and in 2013 started running background checks on anyone who worked on campus. In 2016 there were two incidents that occurred with guest speakers, and so they started requiring background checks. She said they were cursory background checks run by campus police in which they needed to provide only full name, plus maiden name or any former name they used to go by, birthday, and social security number. Missy asked that they get the background check for each semester that they come, however if they come multiple times in one semester, they only need one for that semester. She also stated that it doesn't cost money to do it.
- b) FCP asked if the speaker is a Zoom guest, do they need a background check? Missy said, no Zoom because they will not be in direct contact with students on campus.
- c) FCP asked if during field trips, they required a background check. Missy replied that no, only if the contact with students is happening on campus.
- d) FCVP asked if they were required for career fairs held on campus. Missy replied that they do not require background checks in these situations since the guests are not one on one with students and they are large groups in which the police are usually monitoring.
- e) Jessica Zbeida asked via Zoom chat how far ahead of time do they need to submit the background check. Missy replied that they are asking for a week before, and that it takes them 24 hours to run the background check.
- f) FCVP asked if they are bringing someone to the school outside of class for extra credit, do they need a background check. Missy said yes, they are asking that anyone who will be interacting with students needs a background check.
- g) FCVP asked what if the person is a game warden or police officer, Missy replied they still need a background check.
- h) FCVP asked what are the consequences if the guest does not get a background check, Missy replied that they can't come to campus without a background check.

- i) Laura Hays asked via Zoom chat for clarification on f2f vs Zoom, since even over Zoom it could still have a negative influence on students. Missy says she'd still like a background check for anyone, but over Zoom there's less opportunity for someone to do something physical to someone. But ideally everyone should.
- j) FCVP asked if there was an electronic version of the form used to run the background check. Missy said the form is on SharePoint under HR and they can fill it out and sign it electronically and email it to HR. There is also a volunteer form that goes with it that they need to sign. FCVP asked if we need to follow up to make sure it cleared, and Missy said they will email that they are cleared, and if it's not good you will get a phone call from Missy.
- k) Laura Wright asked via Zoom chat that the form she saw talked about fingerprints, and just wanted to double check that guest speakers don't need to get fingerprinted. Missy said that fingerprints are only required in the event of stolen identity if the initial cursory background check shows a crime they didn't commit.
- l) Anne Merchant mentioned via Zoom chat that the form really isn't cumbersome to fill out.
- m) Cynthia Soll via Zoom chat asked if criminal history disqualified guests, such as if they did something decades ago but had since changed, however Missy had logged out by that point.

VI. New Business

- a) Request for feedback on employee satisfaction and compensation
 - i. Laura Wichman said that this fall they were going to continue the listening sessions they held in the spring to go deeper into the information they received from the Great Colleges Survey. She is specifically looking into the areas that were rated low for employee job satisfaction in order to address those issues, including but not limited to compensation. She invited anyone who is not comfortable speaking with their division chair or dean, that she welcomes them to come talk to her, and said that anything said to her would be in confidence. In the event it is an issue would need to be addressed, she may ask permission to share it beforehand, but would never share information without permission.

Laura emphasized that they take pride in valuing confidentiality, not just in conversations but also in the surveys they conduct. She did explain however that if a survey says it is anonymous, that the results are not tied to the people who completed them and they are not tracking who said what. However, if the survey says it will remain anonymous, it means that they can tie that information back to who said it, however, this is specifically for demographic information and they will not reveal who said what to anyone else. She then opened the floor and asked FC for input or questions on satisfaction concerns.

The following comments were discussed and the FC member's name removed to provide a safer space for open dialogue and commentary regarding faculty concerns.

- ii. A FC member commented that they wanted to remind that FC needs to serve the faculty, and request information from admin. She does not want admin giving FC information to hand out to faculty, and that faculty are the labor force in control of creating policies that pertain to us. They also expressed concern about having Zoom meetings recorded, and said that in the past, F2F FC meetings lended themselves to more candid conversation since they were only being recorded on the minutes. FCP said that we can discuss on how to work on that, even over Zoom options.
- iii. Laura Wichman said that she didn't want to replace the processes of FC, and that the purpose of her department was to provide an unbiased place to gather information and to do what's best for employees on campus.
- iv. An FC member who wished to remain anonymous commented that they have had issues with how long it takes for things to get done and to get certain processes on campus taken care of. Laura replied that this was not the first time she received this complaint.
- v. Two FC members made comments that the onboarding process for new faculty required them to be in meetings the full time and not have any time to prepare for their classes that week. Laura said that she has been in conversations to get these meetings spread out so they are not so intense for new faculty the week before classes.
- vi. An FC member said in the chat that new faculty hires were being brought in with higher salary than in the policy, that this devalues the experience and education. Another FC member echoed these concerns. FCP said this is something for the compensation committee to discuss.
- vii. Laura Wichman ended by saying that if anyone needs data, to reach out to her and she will be happy to provide it.

b) Faculty Council Committee Service

- i. FCP asked that people sign up for which FC committees that they would like to serve on. She asked for a volunteer from each committee to take the lead on having a first meeting and determining the chair for the next meeting.
 - Elections committee: Jessica Zbeida will take the lead
 - Policy committee: Daelynn Copeland will take the lead
 - Compensation Committee: Scott Bryant will take the lead
 - Bookstore committee: John Spano will take the lead
 - Student success: Melody Flowers will take the lead
 - Workforce committee: Crystal Johnson will take the lead

c) Faculty Council Proposed Changes

- i. FCP opened the floor to see if there were any questions over the policy changes beyond the elections. She said there were two major changes. The first is that the FCP does not get release time, but rather gets a stipend, however the policy now includes an and/or statement in case it goes back to release time. The second change is that administration can change the titles of administrators without consent of the FC.
- ii. FCP opened the floor to dissenting conversation, but there was no dissent.

VII. State of the College and General Announcements

a) COVID and Campus Safety

- i. FCVP reported that the MCC Police are currently working on changing out the locking system so that they are standardized on all doors.
- ii. FCVP mentioned that there are four active shooter trainings scheduled for this semester on the Continuing Education website, and that the MCC Police may come talk at a later date about what safety measures are in place.
- iii. FCVP reminded FC of the call boxes around campus and the Rave Guardian app. She encouraged that when in doubt, to contact the police and they will come check it out.
- iv. FCVP updated the FC on the current Covid situation in our area, that McLennan County is at a 55% vaccination rate, and that Covid transmission rates are currently low. The current variant is the most contagious so far but less deadly. FCVP encouraged faculty to use common sense measures to keep the classroom safe.
- v. FCVP mentioned there has been one Monkeypox case related to campus. Anne Merchant commented via Zoom chat that there have been 8 cases in McLennan County so far. FCVP said it is mostly transmitted through skin-to-skin contact and has a lower transmission rate than Covid.
- vi. FCP thanked Melody Flowers for being instrumental in getting locks put on doors.

b) Review of Faculty Salary Schedules

- i. FCP screen-shared the 2021-22 full-time faculty schedule and brought up concerns since a number of faculty members are now beyond the 30 year mark, where the salary schedule cuts off.
- ii. Jan Robertson said that she has been at MCC for 38 years, and that she feels the past 8 years of her experience have not been valued.
- iii. Anne Merchant asked about why the experience steps max out at various points for Bachelors and Masters, and cannot earn more unless you earn step credit. FCP answered that this is because MCC wants faculty to continue their education. Melody Flowers agreed with FCP on these comments. Jan Robertson mentioned that this ends at 60 hours, and FCP confirmed this correct, and the only way to earn more is to earn a doctorate.

- iv. FCP said that if the Board approves the 5% increase, this will also apply to the overload, summer, and part-time schedule, not just the full-time faculty schedule.
- v. Mike Campenni added some historical perspective that about 15 years ago, the salary schedule capped out at 20 years, and Dr. McKown and Dr. Michaelis were supportive of increasing it to 30 years. He also mentioned that during a period of worse economic times, the annual experiential increases for the 21-30 years became less than those from 0-20 years because there were some complaints that from the younger faculty that still had kids at home, more expenses, etc., and that there was an argument that there wasn't an increase in experiential knowledge at some point.
- vi. Crystal Johnson mentioned via Zoom chat that pay increase in step credit had not caught up to the increase in tuition costs to take graduate classes, and that it was hard to justify the ROI in taking graduate classes for step credit. Melody Flowers encouraged faculty members to take all of the step credit PD offered by MCC, such as Faculty Summer Institute, to save money and increase step credit.
- vii. Melody Flowers also mentioned that part-time faculty teaching summers or as adjuncts do not move up as quickly for step credit as full-time faculty do.
- viii. Melody Flowers asked if there is partial step-credit given between the six hour increments. FCP replied that there are not half-increments of step credit given, so to plan strategically.
- ix. Jarred Hankhouse mentioned that all step credit needs to be submitted by June 30. FCP replied that they keep moving the date, and that is something to be addressed.
- x. FCP mentioned that compensation and the salary schedule is something that needs to be addressed, especially the 30 year cutoff.
- xi. FCP mentioned that faculty need to be aware that for overload and summer classes, we are paid on a different salary schedule for those hours and that there are two salary schedules.

c) Suggestions for New Items to Address

- i. FCP opened the floor for suggestions for new items to be addressed
- ii. Melody Flowers suggested that FC should look at the tenure process and address where to fix holes in the policy to fix the process.
- iii. FCP said she would like to make an ad-hoc committee to address the tenure process.
- iv. Jared Hankhouse asked if the pay scale fell under the policy committee, and asked if that could be a separate ad-hoc committee since it may be too much for the policy committee to take on.
- v. Daelynn Copeland said in previous years she had served on both compensation and policy committees. She said that one of the things the compensation committee had worked on was to make the step credit adjustments for the summer, overload and part-time salary schedule align with the full-time salary schedule. She said she was

told it was a policy committee issue, so it will be addressed in the policy committee this year.

- vi. Daelynn Copeland also mentioned that if there will be an ad-hoc tenure committee, that someone hired in January can't start the tenure process until the following year, so she would like this to be addressed.
- vii. Mike Campenni mentioned that in the past any full-time faculty member automatically received tenure after 5 years, and that the policy changed over time to become more difficult. FCP asked if there were records of the old tenure policy, Mike had said they had been lost, FCP said there should be an effort to locate them.

d) Format of next FC meeting

- i. FCP asked FC members about having a Zoom session in which part of it wasn't recorded for future meetings, so that members could feel safer expressing their concerns.
- ii. FCP asked preferences for future meetings to be in person or on Zoom. It appeared the majority seemed in favor of Zoom, but with at least two in-person meetings this year. The Tenure Faculty celebration will also be in person.
- iii. FCP said that the next meeting will be on Zoom for now, but there is a room reserved in the MAC if this changes.

VIII. Adjournment:

- a) Jarred Hankhouse motioned to adjourn. Daelynn Copeland seconded the motion. There was a vote given via Zoom poll. There were no dissenting votes. The FCP adjourned the meeting at 11:25 am.