

## September 2023 Faculty Council Meeting Minutes

9/1/2023 @ 11:00 am via Zoom

Any faculty concerns or feedback can be submitted Anonymous Feedback Form Link:

[https://mclennan.co1.qualtrics.com/jfe/form/SV\\_6Pt85J2daPWfWfc](https://mclennan.co1.qualtrics.com/jfe/form/SV_6Pt85J2daPWfWfc)

### **PARTICIPATING/ATTENDING MEMBERS:**

- Elizabeth Grassman: LLC
- Jeremy Land: LLC
- Danny Rodriguez: LLC
- Stephen Swanson: LLC
- Ken Walker: LLC
- Kelli Nehring: LLC (adjunct)
- Cynthia Soll: Library
- Cindy Burns: Mathematics
- Mary Sides: Science
- Sholly Gunter: Science
- Laura Wright: Science
- Jimmy Kessler: Science
- Larry Salazar: Social & Behavioral Sciences
- Marc Nicholas: Social & Behavioral Sciences
- Cynthia Morris: Social & Behavioral Sciences
- Jon Fox: Visual & Performing Arts
- Mandy Morrison: Visual & Performing Arts
- Kelly Parker: Visual & Performing Arts
- Kayla Willis: Human Services & Education
- Shelley Blackwood: Health Professions
- Tiffanie Elbrecht: Health Professions
- Samantha Buerger: Health Professions
- Becky Slonaker: Health Professions
- Linda Rynearson: Health Professions
- Bobby Patterson: Health Professions
- Laurel Shrawder: Health Professions
- Deborah Williams: Business Programs
- Jacob Sammaron: Business Programs
- Steve Greathouse: Business Programs
- Jan Robertson: Business Programs
- Jarred Hankhouse: ESEC
- Zachary Cleere: ESEC
- Michaela McCown: Faculty Council President
- Amy Antoninka: Faculty Council Vice President

### **NON-PARTICIPATING/ABSENT MEMBERS:**

- Holly Webb: Mathematics
- Andria Ramon: Social & Behavioral Sciences
- Tammy Thompson: Social & Behavioral Sciences
- Natalie Oliver: Human Services & Education
- Mario Dominguez: Health Professions (adjunct)
- Donna Mendoza: Health Professions
- Bob Ammon: Health/Physical Education

**I. Call to Order**

**II. Review and Approval of April 2023 Minutes (Michaela): Motion by Sholly Gunter, second by Jarred Hankhouse. Approved unanimously**

**III. Election of Faculty Council Secretary: Larry Salazar**

**IV. Summer Updates:**

**a. Faculty Evaluations (Dr. Fred Hills)**

- i. There previously was concern over sporadic evaluation nature and lack of voice from faculty. Not everyone gets their evaluation, and everyone should get theirs since evaluations are part of Academic Freedom / Academic Responsibility & Tenure policy (F III A).
- ii. Staff had a voice with the staff evaluation, therefore the same opportunity should be made for faculty. HR Task force looked at evaluation process on the staff side.
- iii. Dr. Hills made data about teaching statistics available
- iv. The new evaluation will give faculty a voice and comment on why they do what they do; analyze PD, service, values, classroom evaluation (according to schedule in policy), student evaluations, etc.
- v. Supervisor then will then respond. The point is to make it positive and constructive.
- vi. The form will be automated in Neo Ed-will and will receive notices throughout the year.
- vii. Dr. Hills will meet with supervisors and standardize the outlook and provide training. The summer work committee will test the Neo Ed side.
- viii. Second evaluation for new faculty-form for 1<sup>st</sup> term/semester: short review with supervisor before formal review.
- ix. Goal to have it ready this fall
- x. Questions: (Jan Robertson) Classroom observation: in person or online? A: multiple forms of classrooms; supervisors will evaluate both
- xi. The summer committee that collaborated on this effort with administration included: Crystal Johnson, Shelly Blackwood, Joe Taylor, Mandy Morrison, Amy Antoninka, Michaela McCown, Kayla Willis, Mary Sides, Stephen Swanson, Elaine Fagner (Chair)

**b. FAST Program (Dr. Fred Hills) Financial Aid for Swift Transfer**

- i. HB VIII:
- ii. Additional funds to offer dual credit courses to educationally disadvantaged students at no cost to the student.
  1. Eligible for free/reduced lunch

- 2. Homeschool and private not eligible
  - iii. Must opt in or opt out
  - iv. Adopt rate set by THECB (\$55 per credit hour)
  - v. Cannot charge them anything (books, materials, laptop, etc.)
  - vi. Non-FAST students can get a reduced amount, but we can only charge them \$55 per credit hour. The rate will vary every year.
  - vii. One consideration: When? Available this fall, may opt to try to start in Spring 2024
  - viii. MCC may lose around \$5906—so why?
    - 1. ISDs can go anywhere, and we could lose enrollment.
    - 2. Board thinks it will serve the community
    - 3. Our image is at stake
    - 4. May relate to our funding
  - ix. Complicated issue that some ISDs will like (e.g., LaVega and other schools who are not currently paying anything). Administration is currently having conversations with schools who are not currently paying for books. (Schools may have money to compensate for the cost of books.)
  - x. The Commissioner of THECB has some room to make changes in the future.
  - xi. Faculty Conversation: Michaela: MCC will be paying books costs and there will be greater pressure to reduce book costs.
- c. Retention Subcommittee update (Mandy Morrison)**
- i. Strategic Enrollment Management committee: Strategies to improve retention
    - 1. Strategies in and out of the classroom
    - 2. TIPs: looking for feedback, examples in 5 areas
      - a. Early communication
      - b. Connection and belonging in classroom (physical and online)
      - c. Examples of how you communicate when a student is doing well and poorly
      - d. Examples of positive and constructive feedback
      - e. Examples of treating students with a high level of care while maintaining professionalism and course rigor
    - 3. Q: (Jarred Hankhouse) How is Care Team involved? Care team is working on wholistic plan; also highlighting limitations of Care Team (e.g. confidentiality)
      - a. Kelli Nehring: Care Team notifications are through Guardian, which goes to specific member of the care team; Insight takes longer
      - b. Mandy will talk with Laura Wichman about issues and share suggestions.
  - ii. Student Support group: developing mentorship and e-portfolios to track students all over campus; events, tutoring, etc.
    - 1. Provides data about where active and how we can serve them
    - 2. Faculty perspectives will be welcome soon
- d. Elections Review Committee - Vote (Michaela)**

- i. Reviewed elections process: different documentation outside of policy; last year ran new system for FCVP
- ii. This group worked on other elections to make them better—more like FCVP
- iii. Ballot: expand for all committees; can nominate more by 2X
- iv. Minnie Piper will ask nominees to write a statement accompanying the nomination.
- v. Elections committee will contact every nominee regardless of number of votes; all nominees who want to run will then be on main ballot in March.
- vi. Majority winner is needed or there will be a runoff election at the end of March or beginning of April.
- vii. Goals to increase inclusiveness and address previous concerns (especially for newer faculty)
- viii. **Move to vote: Stephen Swanson; Second: Cindy Burns; Motion Passes**
- e. **Anonymous Feedback Tool (Michaela)**
  - i. [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_6Pt85J2daPWfWfc](https://mclennan.co1.qualtrics.com/jfe/form/SV_6Pt85J2daPWfWfc)
  - ii. Any faculty that have feedback or concerns are asked to submit directly to the form. The form results go directly and only to Amy and Michaela. They can then take those trends and individual concerns directly to administration in a confidential manner.
  - iii. Will be posted on top of every copy of meeting minutes.
  - iv. If individuals want direct follow up, they will need to include contact information. Otherwise, main trends will be addressed in FC meetings. Individual issues will be worked to address, but you may not receive the same updates.

**V. New Business:**

- a. **Secretary email out minutes? - Vote (Michaela)**
  - i. Not always certainty about who will email minutes
  - ii. What if the secretary emailed them?
  - iii. **Move to Vote: Jarred Hankhouse; Second: Jan Robertson; Motion Passes**
- b. **Committee signups (Michaela)**
  - i. Let Michaela know if you have had trouble signing up
  - ii. Need folks to sign up as chairs. Chairs will send committee reports to Michaela before the monthly meeting.
  - iii. Common Communication for the year: Google docs wins!
  - iv. Chair will reach out to committee members and members can reach out to chair
- c. **Library Services: Workshops and Embedded Librarians (Cynthia Soll)**
  - i. Library Workshops in the fall: information literacy: research, evaluating sources, and understand and avoid plagiarism (based on TCU program)
  - ii. Offered on rotating basis each week at different times of day
  - iii. Faculty should encourage students to attend
  - iv. Library staff will track attendance in order to provide extra credit
  - v. If whole class: try to schedule library training in course—can schedule on library homepage: Library homepage, services for faculty or staff, library liaison

- vi. Embedded librarian in course: available to everyone can do as much or as little as you wish, posted as teaching assistant (exs. Discussion with librarian on citations, can give info literacy classes)
  - vii. Can also create class guide tailored to assignments to class.
- d. Future Meeting Format (Michaela)**
- i. Through Zoom as much as possible because it is more equitable, easy to take notes and vote.
  - ii. In person in December with Zoom option—Christmas potluck? Think about it!
- e. Equitable Access Discussion (Amy Antoninka: see attached PowerPoint)**
- i. Questions: There may be concerns if there are instructor changes last minute.
  - ii. May consider using student fees to push for OER on campus—make free for students and make faculty compensated for faculty creation of content? OER would be great, but the quality varies greatly by subject. (Mary Sides commented at length on OER.)
  - iii. Fair use—digital rights will be reduced. They may ask libraries to pay more, approximately 7% more for databases on a yearly basis.
  - iv. (Michaela) This is not finalized yet, but FC needs to stay on top of it. Please talk to your department about it, so we can make a strong recommendation.
  - v. On the technical side, publishers may not be giving accurate information about how quickly changes can be made.
  - vi. IA had the benefit of faculty having options, here with EA students have the choice—and the burden, and they may not know what's in their best interest.
  - vii. How does it affect a student who has courses in multiple disciplines? What happens with students who have opted out: they will get left out and may not get a book?
  - viii. (Michaela) The FC bookstore committee should talk about this in their meetings.
- f. Open conversation: recording stopped**
- i. Feedback request: Bookstore issues
  - ii. Difficulties with getting SIs onboarded—put info in anonymous form
  - iii. No additional concerns were noted.
- g. Next meeting October 6<sup>th</sup> at 11:00 am via Zoom.**
- h. Motion to adjourn: Kayla Willis, seconded Cynthia Soll. Motion Passes.**