

Faculty Council Meeting Minutes

December 6, 2024

MCC Mission: To educate our students—improving their lives and enriching our community.

In attendance:

- Alexandra Shiu
- Alma Wlazlinski
- Anne Merchant
- Benjamin Mason
- Bernie Smith
- Charles Jaquith
- Donald Keltner
- Heather Davis
- Ivanna Campbell
- Jan Robertson
- Dennis Stapleton
- Jennifer Chapman
- Ken Walker
- Leslie Henderson
- Lori Watts
- Maria McElroy
- Mary Sides
- Peter Olson
- Tammy Tull
- Holly Webb
- Danny Rodriguez
- Erik Emblem
- Katie Stevens
- Karen Crump
- Samantha Buerger
- Stephan Rohatyn
- Joseph Ferguson
- Kayla Willis, FCVP
- Amy Antoninka, FCP
- Susan Spooner
- Natalee Oliver

- Colin Porter
- Bob Ammon

Absent:

- Robert Patterson
- Glenn Downing
- Marighny Dutton
- Andrew Clayton
- John Spano
- Jon Fox

Call to order 11:02

- I. Welcome
 - A. Amy Antoninka. Encouraged everyone for the final week of the semester.
 - B. Please, sign in on google docs and chat.
 - a. Holly needs to make sure everyone has access and can be an editor.
 - C. The council's goal is to share with the administration. Thanks to faculty for sharing concerns.

Old Business

- I. Approve Minutes from the November FC Meeting
 - A. Motion to Approve: Donald
 - B. Second: Charles
 - C. Minutes approved
- II. Anonymous Feedback tool: Link: Please use to share concerns and share with faculty.
https://mclennan.co1.qualtrics.com/jfe/form/SV_6Pt85J2daPWiwfc
 - A. Kayla and Amy check the link regularly
- III. Survey has been created for the Faculty Council Foundation Fund—encourage folks to take the survey.
 - A. Good response- about a quarter of the faculty heard from, let's continue to ask for feedback.
 - B. You can also donate to the Faculty Council Fund through the Foundation.
- IV. Late registration—working to make it no longer than one day; with exceptions for different programs and emergency situations
 - A. Continued conversation with Holly and Kaci.
 1. Additional data is needed about the negative effect of late registration on students' success.
 2. Continuing effort to be sensitive to obstacles perceived by faculty and students.

3. Also considering extraordinary circumstances faced by students which may call for late registration.
- B. Amy opened the floor for conversation.
- V. RSI-Regular Substantive Interaction
- A. progress is being made to make the process align with what's required and no more. Could become part of evaluation or a review of online teaching that a supervisor completes
 - B. Still in conversation with Staci and Chad.
 - a. Pressing admin to make sure that expectations don't go beyond what the government is asking.
 - b. Other ways to move forward: It is possible that supervisors could check for RSI requirements during evaluation.
 - C. Amy opened the floor for conversation.
 1. Bernard Smith: Why is feedback taking so long? Are these the requirements of the federal government?
 - a. Amy: Staci's requirements are different from those of the government. Not sure why. CTL is overburdened, and the requirements are in dispute, and we should not expect to hear soon.
 2. Leslie Henderson: Based on the Board meeting minutes of December 2: RSI is part of the "Caring Campus" initiative starting next spring 25.
 - a. Amy: Caring Campuses will start with staff with the goal of becoming more accessible and proactive. RSI was a separate item at the Board meeting. Going beyond the expectations provided for RSI by the federal government still seems counterproductive.
 3. Bernard Smith: "They Keep sneaking ways in for us to change our classroom and they shouldn't do that at all."
 - a. Amy: Agrees. Staci is not in our chain of command nor are the folks in CTL experts in all subject areas.
 4. Bernard Smith: "I feel very unsupported right now from administration. They tell us how to fix our classrooms in ways that are not going to fix our classrooms."
 - a. Amy: "You are right, we are the central hub of what makes a college a college. Our VP was a faculty member and knows what it's like to be a faculty member. We have the potential to have an ally in Chad."
 - b. Bernard Smith: Action is needed from the administration to show support.
 - c. Heather Davis: When RSI was brought to us it was to distinguish between an online course and a correspondence course so that we could get reimbursed for online courses. Now are they going to go into our courses and check that we are doing that? "I am not ok with that."

1. Amy: "Originally we were just told to fill out the form." Then we were told that they would have to check we were doing it. Feedback is often not helpful according to faculty.
2. Jennifer Chapman: The feedback I received from CTL felt like micromanagement.
3. Tammy Tull: Shouldn't this feedback come from our division chairs and not them?

f. Kayla: shared links from The Federal Register on RSI that were provided by Staci

1. <https://www.govinfo.gov/content/pkg/FR-2020-09-02/pdf/2020-18636.pdf>

2. <https://www.govinfo.gov/content/pkg/CFR-2023-title34-vol3/pdf/CFR-2023-title34-vol3-sec600-2.pdf>

VI. Feminine Hygiene Products

- A. Amy: You are encouraged to donate. The bins have our name on them.
- B. A whole pallet is \$50 from Caritas that will supply a lot of people for a long time.

New Business

I. Schedule development

A. Guided Pathways Conference THECB, What Amy learned:

1. There is a movement by THECB through the Texas Success Center to lengthen the amount of time that a schedule is prepared for instructor so that you have a full year schedule in place.
 - a. Goals: Instructor knows a year in advance what is expected. Helps in preparation. (Fall, Spring, Summer and Mini-mesters)
 - b. Advising will be easier because the schedule will be ready.
 - c. Instructors and advisors should be able to see the schedule 1 month before registration.
 - d. Help students be advised in a timely fashion. And make sure that students are on the right path.
2. Amy asked for feedback
 - a. Leslie: Problems will arise with dual credit. Dual credit and the ISD's do not operate within the same schedules. The high schools will not prepare their schedules a month in advance.
 - b. Amy: Tina and Londa are aware of this problem. What to create MCC advisor positions for dual credit.
 - c. Ivanna : Student population and needs change, we may need to open classes at the last minute because students need them or because we plan and pitch new classes.

3. Amy: This will vary by department. There is evidence that 80% of schedules for instructors do not change. But they will allow for flexibility of student and instructor needs. Still in the planning stages. Amy will share concerns
4. Peter Olson: We should not set a schedule a year in advance in stone. Flexibility is needed and not to be discouraged.
5. Ivanna: will we also need to specify all the books a year in advance?
6. Amy will share concerns.
7. Bernard Smith: the issue isn't adding courses; the issue is not having enough students for courses to fill. Will all instructors have 15 hours?
8. Amy: already asked and will try to get an answer.
9. Bernard: There is a fairly stable subset of students, but some fluctuation and we may need a policy change to add flexibility.
10. Heather: Scheduling a year in advance will be a pain. I don't know if anyone who does scheduling was in the meeting. "I don't want to reinvent the wheel 3 times."
11. Amy: I will pass that information along. Every program has its own challenges, with fluctuating enrollment and with accreditation requirements changes are needed
12. Leslie: The class creation process is slower than before. Secretaries and directors can no longer make changes. This is frustrating. With inclusive access, it's even harder.
13. Tammy Tull: is it just one person who schedules on campus?
14. Amy: not sure, but maybe Lindsey Packett and Brenda Price are in charge of scheduling. She will find out more.
15. Heather Davis: We need to define "Scheduler" people create the course schedule for MCC but then every department has schedule coordinator,
16. Ivanna: the department's plan and one person to put it in the system. Lindsey Packett.

II. Reports from committees

A. Heather Davis: Workforce, Attendance

1. The committee met last Friday. The Policy Committee please look at the inconsistency of the use of faculty absence forms. Some departments are too strict with use for faculty. And does not line up with faculty job descriptions. We need consistency in the use of absence forms. Faculty members deserve to be trusted with how they spend their time. "I don't want departments to feel like they have to punch a clock"
2. Tammy: Hard to find the form. Some employees are considered exempt but are being docked. That's a wage and labor problem.
3. Amy: We will share this with Chad and set up a meeting with the workforce committee.

B. Student Success Liaison Committee: CREW, Colin Porter and Anne Merchant

1. Anne Merchant: Email exchange Aranza says faculty are still the number 1 referral source. Keep referring.

2. Exceeded their Thanksgiving goal. Helped more than 600 individuals.
 - C. Commencement is next week.
- II. Next meeting January 17, 11 AM

Open Discussion

Dual credit students accounted for 80 requests for laptops. Requests came from high schools before the MCC semester started. That means 80 out of 100 laptops went to dual credit students.

- a. Alma: 100 more laptops on the way.
- b. Amy: We will put this on the priorities to address
- c. Tammy: High schools have the advantage of knowing their students.
- d. Anne Merchant: Is faculty recommendation for checking out technology unnecessary?

Adjourn 12:07