

## February 2024 Faculty Council Meeting Minutes

2/16/2024 @ 11:00 am via Zoom

Any Faculty concerns or feedback can be shared with your FC representatives, FC leadership, or submitted Anonymous Feedback Form Link:

[https://mclennan.co1.qualtrics.com/jfe/form/SV\\_6Pt85J2daPWiWfc](https://mclennan.co1.qualtrics.com/jfe/form/SV_6Pt85J2daPWiWfc)

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

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

- Amy Antoninka: Faculty Council Vice President

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

- Elizabeth Grassman: LLC
- Andria Ramon: Social & Behavioral Sciences
- Cynthia Morris: Social & Behavioral Sciences
- Mario Dominguez: Health Professions (adjunct)
- Bob Ammon: Health/Physical Education
- Crystal Johnson: Business Programs

### **I. Call to Order**

### **II. Review and Approval of January 2024 Minutes**

Motion: Kayla Willis

Second: John Fox

Approval: 100%

### **III. Guests**

#### **a. Career Services (Dinithi Wright)**

- i. Career Services offers many services: they can come to class, do mock interviews, help with resumes, and other topics involved with career services. They can even be part of a class, like an embedded librarian.

- ii. Upcoming events: **Action Item: advertise these and perhaps offer extra credit for attending:**

1. Suit up at JCPenney's, March 23<sup>rd</sup> from 11:00 am – 2:00 pm; scrubs online, professional wear in store
2. Merchant and Career Fair, April 10<sup>th</sup> in MAC from 9:00 am - 12:30 pm —open to all students looking for FT & PT work, but mainly looking for PT positions.

- iii. Contact Dinithi with questions: [dnwright@mclennan.edu](mailto:dnwright@mclennan.edu)

#### **b. Creative Commons (Bryant Windham)**

- i. Learning Commons has gained approval for converting the open computer lab LTC 228 to a maker's space; students can engage in projects without buying equipment

1. One part for low danger equipment, in conjunction with creative commons
2. Blue space for more technical items like the Cricut, 3D printer, etc.

- ii. **Action Item: Submit your ideas for what the space should hold here by the end of spring break if possible:**

[https://docs.google.com/forms/d/e/1FAIpQLSfUAYfJKO8QZgXb48VprHCO3JHXObgCkM4bwK0L0HvGqcO7Q/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfUAYfJKO8QZgXb48VprHCO3JHXObgCkM4bwK0L0HvGqcO7Q/viewform?usp=sf_link)

- iii. Q: Cynthia: asked about specialized equipment; A: There will be noise abatement, so put any special needs like that in the Google Form.
- iv. Q: Jeremy: Can a specific type of steam press be requested; A: Put it in the Google Form; give as much information as possible.
- v. Q: Kathleen: Need hoods to spray in and other things that would make it safer for the theater dept. to produce their needs. Why doesn't theater get such support? A: You can reach out to Kathy McLendon regarding writing a grant for departmental equipment; Cynthia: Librarians are available to help research.
- vi. Reach out to Bryant with more questions.
- c. Upswing & Mental Health (Bryant Windham)
  - i. UpSwing is tutor hosting platform and student access point. They also offer mental health support. Bryant is currently working on the acquisition of high-quality mental health videos.
  - ii. BetterMynd is another option for online counseling that can be accessed through UpSwing; the portal is hosted separately but provides tele-counseling, crisis counseling (24/7 and holidays); all BetterMynd counselors are licensed in TX; there is a possibility to add faculty and staff portal. This is not currently available, but Lizette Lastrape is currently vetting the program.
  - iii. Cost is \$125/session for a credit, \$18,000/year, but the credits don't expire.
  - iv. Q: Holly: can we find a way to raise money for the program? A: Right now, it would be under Title V, open to the possibility of raising money.
  - v. Q: Liz: Need PD for resources on campus, it would be handy to have this on PD Day.
- d. AREPO Grant: semester long lending of technology—students can borrow laptops, hotspots; and now they can get high-tech calculators (TI-84) — they have 35; and they have emulator licenses on the library computers. Faculty need to submit the referral form if students are in need of any of the technology.
- e. Cynthia: Library Services is available for research assistance
- f. Reach out to Bryant with other questions: [bwindham@mclennan.edu](mailto:bwindham@mclennan.edu)
- g. Grant writer Kathy McLendon: [kmclendon@mclennan.edu](mailto:kmclendon@mclennan.edu)

#### IV. Old Business:

##### **Bookstore Committee:**

Leonard reported that the spring rush went well. He did notice on I/A courses with physical materials, it seemed like more student picked up their materials this

time. Any instructor wanting to sign up for IA for summer or fall, the due date is March 1. Notes from the February Meeting are [here](#).

**Compensation Committee:**

Compensation Committee met and discussed past % increases at MCC, local cost-of-living increase, and our salary compared to other CCs in TCCTA. They will make a recommendation at March meeting. One concern in particular the committee had is the continuity of resources between years for Faculty Council. As a group, we decided to not use Sharepoint this year, but that will impact record-keeping for next year's FC. Should we make a recommendation to consider using a single system moving forward?

**Elections Committee:**

The nomination round of the elections process has been completed. The elections committee will contact all nominees for various committees/positions to develop the March ballot. A FCVP interest meeting will be held by the end of the month for all nominees interested in the FCVP position for next year.

**Policy Committee:**

The Policy Committee has met multiple times to review the Academic Freedom, Responsibility, and Tenure Policy. You can review their work [here](#) and see all the notes and track changes. Meeting minutes from their meetings are [here](#). The committee has decided to recommend keeping the main components of this policy together rather than splitting up the document into three policies. They believe the components rely on each other and would not stand as strongly if divided up. They are currently working on the policy to provide clarification, particularly regarding faculty responsibilities to help protect faculty and the college. The faculty evaluation policy is one item that could be removed from this policy and simply referenced. The professional development piece could also be removed from this policy and made to stand alone.

**Student Success Committee:**

Administration, Faculty Council, and CREW reps met this month regarding the lack of feminine Hygiene Products in Restrooms. There is funding to purchase dispensers for restrooms, and CREW has funding to purchase items for this year and will look for grant funding to help supply this need moving forward. The goal is to have products in restrooms across campus starting after spring break. This may occur in a step-by-step process as some restrooms may require more detailed installations while others may not be as involved.

- a. Discussion on Committee Updates
  - i. Policy Committee got a big thank you for all their hard work in reviewing policy.

- ii. Cindy: question about Student Success Committee: Math personell are supplying feminine hygiene products for free, will they still be free in the future? Yes; the plan is to phase them in after Spring Break. Available in LTC, too, in baskets.
- iii. Liz: Are there any multi-use hygiene products available, such as cups, which are multi-use—they are also cheaper in the long-term and more sustainable; A; not part of the discussion, yet, but can be via Paulanne’s pantry, as students request longer-term supplies.
- iv. Jimmy: Elections Committee Update: Nominations Ballot was sent, looking at results, they are looking at who will be on the ballot and the election will be in March; FCVP interest meeting on Monday Feb. 26<sup>th</sup> at 5 PM at Pinewood.
  - 1. Does anyone have any concerns about the nomination ballot?
  - 2. Email if you have suggestions for next year.  
[Rkessler@mclennan.edu](mailto:Rkessler@mclennan.edu)

## V. New Business:

- a. FCP & FCVP Job Descriptions (see attachment) developed to increase transparency regarding responsibilities of the responsibilities for each position. There currently is a course release for FCP, but not for FCVP, we’ve been advocating for a course release for FCVP and the description helps to justify that need.
  - i. There has been concern from admin that not every FCVP will do the same work, so not everyone should get it. The job description would help the advocacy process and help ensure consistency between years.
  - ii. May not give the full 3-hour course release with it, but may get something.
  - iii. Q: Holly: what’s the benefit of a 1 or 2-hour course release: A: It would be a small stipend—better than nothing.
  - iv. Holly motions to publish them on the website; Shelley seconds; Motion carries; they’ll be polished and published on the FC website.
- b. Graduation Ideas
  - i. Admin want faculty attendance at graduation to increase.
  - ii. There are several barriers that administration can potentially help address to increase participation:
    - 1. Childcare—we are advocating for childcare to be available for faculty
      - a. Could graduation be held at a time when regular childcare is available, such as during the day

- b. Some, like the Saturday graduations, have a lot of events at the same time that result in conflicts.
  - 2. Transportation limitations has been another concerns; there may be the possibility to help develop a carpool program.
  - 3. Could non-regalia faculty be rotated? A: A form has been created for ushers, *etc.*
  - 4. Could dual-credit graduations be counted as graduation attendance?
  - 5. Admin does not seem interested in making attendance mandatory or punitive, but they want more folks to attend.
    - a. Could fewer chairs be put out?
  - 6. Regalia—not everyone has available, which may prevent some faculty from attending or they may attend in the audience rather than a faculty member. Michaela and Amy will create a regalia closet so faculty can borrow regalia for graduation.
    - a. If you know anyone with regalia they would like to donate, let Michaela and Amy know.
    - b. Kathleen has regalia in the costume storage area, but can't make that area available for the closet.
  - 7. Food at the ceremony would be an incentive. FC is thinking about having an informal gathering in-between the two ceremonies
    - a. Some divisions already have something planned.
    - b. There used to be a reception with music and food; this would be something nice to bring back.
  - 8. Could caps not be worn?
  - 9. Business Dept. created a policy that requires attendance at 1 graduation each year—checked and verified for accuracy
- c. Open conversation
  - i. MCC has a 10-year contract with Follett, Follet provides \$15,000 to MCC that has to be spent at the bookstore; On the MCC side, it has historically been used for full-time employees and their dependents; grossly underused, right now, it's at 36,000, in the summer, it will grow to over \$50,000. It needs to be used. Company-wide problem. If unused, Follett may alter the contract and not offer the money in the future.
    - 1. Books only for IA programs and faculty and dependents
    - 2. We should rethink how we use this money
      - a. Fund calculator and laptops (as previously suggested)
      - b. SI's, student ambassadors, tutors, *etc.* should get bookstore grants
    - 3. Is it policy or a practice?

4. Grant money also often goes unused: could we get a system to let people know when there is overflow.
  - a. Kathy McLendon may know and be able to offer support
- d. Let us know if you have other issues

**VI. Next Meeting Date: March 15 @ 11:00 am via Zoom**

**VII. Adjourn**

- a. Jon Fox motions to adjourn,
- b. Kayla Willis seconds,
- c. Approval 100%

**Additional Updates:**

**Updates from Anonymous Form:**

**Concern:**

Would it be possible for MCC to appeal to our insurance company to help cover the cost of some of the new weight loss medications including Wegovy, Ozempic, and Mounjaro? They are incredibly expensive and our insurance does not cover these medications.

**Response:**

This concern was brought to HR/administration for more information. Prescriptions used for off-label use (meaning not approved by the FDA for that use) like Ozempic and other similar medications historically prescribed for diabetes, are almost exclusively not covered on any insurance plan unless that person has the FDA approved condition the medication is being prescribed for. The state is currently conducting a study to see what impact allowing this to be covered would have. Employees can submit requests directly to ERS by using the [ERS Contact Us form](#). When they do so, they need to use their MCC email address as that is what is linked to their account. Our insurance plan does have a number of weight-loss and fitness programs people may want to look into [here](#).

**Concern:**

There have been several times this spring where MCC was in session or employees had to report before other schools were back in session. This resulted in childcare essentially being unavailable for many families returning to work/school. Even MCC not having a weather delay when many schools in the area has a weather delay resulted in challenges in being able to work/teach while typical childcare was unavailable.

**Response:**

This concern was brought to administration with a suggestion that it would be helpful to provide childcare options during those times for MCC employees. The college tries to

align the MCC schedule as best they can with other schools, but sometimes it simply isn't possible with contact hour requirements and trying to fit in minimesters, summer semesters, etc. They always strive to limit those disturbances but it can be challenging.

### **Updates on Old Business:**

1. **Website:** The requested website updates have been put in place – thanks, Marcom for taking these suggestions and implementing them so quickly!
2. **Course Loading Guidelines:** Dr. Hills has mentioned that all departments should be following the course loading guidelines, and a recent supervisor training was sure to mention the loading document and remind supervisors to follow those guidelines. If you have had issues with those guidelines not being followed, please reach out.
3. **Tenure Conversion Committee Policy:** Last meeting, we mentioned an issue with the election process not following policy regarding selection of members to the tenure conversion committee. Laura has been helping to ensure integrity of the elections process, and in the past, has ensured that only faculty council had access to that ballot. The policy committee is working on providing updates to the relevant policy, but for this election year, the plan will be to allow all faculty to provide input on their candidates through the March election, and then faculty council will nominate the top candidates from that process to be recommended to Dr. Hills. This will ensure we maintain policy.
4. **Triage Sheets:** Years ago, a student mental health/emergency action triage guide was developed by John Baughman, but it is out of date. CREW and Care team are working on developing an updated triage guide to be easily used by faculty/staff.