

MINUTES
HCC FACULTY SENATE
December 14, 2012 – 1:30 pm
Central College – LHSB-100

I. Call to Order – Tod Bisch

1:30

II. Approval of November 9, 2012 Minutes – Suna Ridouane

Approved

III. Treasurer's Report – Jennifer Graves

A few outstanding expenditures related to auction. Waiting for Foundation reimbursement. Check was supposedly cut this week. More news at next month's meeting.

IV. Standing Committee Reports (Volunteer Sign-up Sheets)

a) Compensation, Benefits, Workload Committee – Wes Anthony and David Wilcox

No report. Nothing yet from the Chancellor. Proposals have been submitted, but no response yet. Maybe , late spring before anything is heard.

b) Finance Committee – Jennifer Graves

No report.

c) Professional Development – Mary Puccini-Jenn Graves-Mikki Novak

Mikki Novak: Formed committee to look at teaching excellence awards. Will meet Jan. 4. Trying to contact Linda Burch to see if she has any helpful information.

Jenn Graves: Still revising Bedichek-Orman grant application to make grants bigger but more competitive. Work still ongoing.

d) Educational Affairs – Ritu Raju

No report

e) Policies and Procedures – Melissa Miller-Waters

Will meet early next semester. Most likely will meet with Dr. Cook regarding Faculty Advising. Advising Handbook will likely be revised.

f) Student Success – Marilyn Douglas- Jones

No report.

g) Graduation – David White and Mannie Bloemen

Will have two ceremonies: Academic and Workforce/GED. R. McLauren suggested that GED be a separate ceremony, but nothing confirmed. S. Briones has updated D. Pino. Pino will follow recommendations put forth by Graduation Committee. On Jan. 10, the subcommittee will meet. Pino mentioned that GED might be a part of graduation. Maybe something special for people with honors. No set policy on student qualification for graduation. No procedures established, but more is being done on PeopleSoft to facilitate graduation registration. One ceremony is likely start at 9 am the other will start at 1 pm, per Chancellor. More news on what faculty will attend respective ceremonies. Some programs have both academic and Work Force. Still many details to be ironed out. Advisors may be involved in helping streamline the process. In the past, there were 3 ceremonies and the ceremony went on until 2 or 3. Names will be called when students first walk in: will walk only the processional. No keynote speakers anymore, maybe college presidents or a board member. Next meeting: Jan. 10, 3:00 pm, West Loop 160A

V. Special Committees and Caucuses

a) Faculty Conference Committee – Linda Comte

Speaker information: Bobbie Newman, specialist on multiliteracies. Hotel agreement has been to Legal. We will meet at Doubletree, 2 minor changes with respect to contract negotiations and legal. Everything is in place. Publishers have been contacted. Requisitions for bags are in. Deadlines for proposals is Jan. 18. Each session is 45 minutes. Richard Moore from TCCTA will be available to give updates. Also trying to secure someone from Coordinating Board. ERS will try to have a speaker available.

b) Past Presidents – Linda Comte

No report.

VI. President's Report – Tod Bisch

• Senate Cabinet – Report on December 6, 2012 Meeting

o Release of Employee Personal Information: Contractor has been let on credit monitoring. Letters will be sent out to affected employees, who will have free credit monitoring for a year.

• Board of Trustees –Meeting October 25, 2012

o Canvassing of Election Returns-November 19, 2012

o Begin build-out Alief Hayes – UT Tyler building, has been quashed, as of Dec. 13. Schechter chided board that if it wasn't passed, institution would be open for law suits. Contractors and UT-Tyler could see. It was actually a Memo of Understanding. This wasn't taken well by board members and they voted no. Likely it will pass next month.

o Continuing saga of mode(s) of financing, timelines, Method of Procurement, COW a lengthy discussion with respect to bond money. Many are interested in securing funding. Several various committees to assess RFP's, including staff, faculty, consultants. RFPs will be scored against criteria. Once RFPs, have gone out, and process begins, there's a blackout period, where there are no discussions. Process is intended to be as transparent as possible. A tentative time line of phase 1 and 2. Trying to establish priorities of what will be built out during each phase.

Program Management and related action.

• **Chancellor – Met November 12th.**

o Premature course closings has been taken care of IT in PeopleSoft. Students can enroll up until midnight prior to the first day of class. How will this change be disseminated? Pres. Bisch to follow up.

o Class caps verified with VCIN, most classes to be capped at 32. Had to classes of 20 last summer, but many were cancelled. Will this be taken care of next year? Some concern over Second Start registration. N. Sherman to remind Pres. Bisch to follow up on Second Start.

o HCC News - resolved

• **Vice Chancellor of Instruction's Office**

o PEP Revision Taskforce - Pres. Bisch has uploaded template to be presented to Vice Chancellor and IT. 18 questions were reduced to 12. Within that 12, includes advising, professional development. Two additions: one from Civility Initiative was introduced into PEP philosophy. Civility is a separate check list item: notion of civility is not altogether clear. Second point was adhering to deadlines. (only 31 faculties out of 3100 who were a problem) Pres. Bisch to send out relevant documents with respect to Civility and other documents with respect to PEP revision.

o Faculty Professional Development Council

A. Ainsworth: Charge includes an analysis of Professional Development. Sending out questionnaires, looking at best practices, etc. Last activities include Focus Groups at 5 of 6 colleges. Coleman in January. Using this feedback to develop a system-wide questionnaire, which will be distributed early January.

VIII. Old Business

New Workforce reorganization being put forth by Dr. Tyler. Will be called a cluster system. 3 clusters comprised of two mini clusters. First trial is manufacturing and business

technology. There will be a cluster dean. There will be 3 cluster deans. Business Administration is likely to be included. Local workforce deans to report to cluster deans. Budget to remain in Dr. Tyler's area. L Comte: What faculty had input? Apparently, no one. There is some considerable concern about faculty not having any input. Faculty was not at the table when this program was put together. Presidents didn't know anything about it. Everything was done by Vice-Chancellor and above. Rumor that deans will be on level E-20 (pay scale of Vice Chancellors). There is considerable confusion and lack of clarity about what actually is happening. What issues is restructuring trying to address: course offerings are at different campuses. Trying to make a more equitable distribution of offerings and resources. With advent of Exec. Deans, a lot of workforce deans were eliminated. This restructuring does not fix this. Faculty should be in the mix. If 3100 Main takes over control, the respective colleges may have budget problems. Pres. Bisch will investigate exactly what's happening, who just learned about this Dec. 13.

Nursing Program: trying to develop a bill that will be submitted to Legislature for a vote, soon. This will be a four year program. There is precedence for this with other institutions. The Coordinating Board will not oppose it. HCC will not become a 4 year institution, nor will Coleman be made separate. Expecting some push back from 4 year programs in the area. A real need in the magnet hospitals, who requires nurses with 4 year degrees. Not enough seats in other programs for all the students. Start up cost: \$500K. Most everything is already in place. Expect to start Fall 2013.

Need for a general studies degree. N Sherman. L. Markey presented to Dean's meeting on Interdisciplinary AA on Dec. 12, which Dean supported. Must stay at 60 hours.

IX. New Business

X. Announcements

Mary Anne Perez is leaving. A link on the webpage for anyone interested in running. Replacement will involve an election. If someone is appointed, it will be contested.

XI. Adjournment (no "second" required)

2:34

NEXT MEETING: Friday, January 12, 2013 – Central Campus, LHSB-100 @ 1:30 pm