

MINUTES

HCC FACULTY SENATE

February 8, 2013 – 1:30 pm

Central College – LHSB-100

I. Call to Order – Tod Bisch

Vice-President Bloeman standing in for President Bisch

1:31

II. Approval of January 11, 2012 Minutes – Suna Ridouane

Approved

III. Treasurer's Report – Jennifer Graves

Report from President-Elect Novak: No Change

Visit by Trustee Austin and Acting Chancellor Renee Byas

Introductory remarks by Vice-President Bloeman:

"Thank you Trustee Austin and Acting Chancellor Byas for coming to the Faculty Senate. I am currently the vice president of the Faculty Senate.

In order to make this discussion as fruitful as possible, we have come up with questions and hope to get as many topics as possible.

We have allotted 30-45 minutes for the following: (Either one of you may address each question/statement.)"

AC Byas opening remarks: Has met with Pres. Bisch and Past President Ainsworth. Believes in concept of shared governance. Was general counsel and is acting until Chancellor Spangler returns. Pathway to student success, retention and graduation, all important initiatives. Those who can't complete a 2 year degree need other options. Security is also a very important concern given what has happened recently. Concerned about faculty and staff.

- In 2-3 minutes, please summarize the goals the Board has for this year.

Trustee Austin: Retreat was incomplete. Board is concerned with getting enrollment up. Looked at area community colleges, and discovered that enrollment and retention is important because of revenue and state appropriations. Last year HCC was hit hard which will be ongoing concern. Two year institutions will be hit harder than 4 year. Benchmarking: always looking around to see what most successful colleges are doing. Have a duty to some important concerns here in Houston: employment and dropout rate. DOE developed career transition program with 16 different career clusters. Harvard study says it's disgraceful to lose 30% of students who don't go anywhere. 1 size fits all doesn't work. Career education and academic education both are very important. There's a correlation between education, employment and health of economy.

- The Faculty Senate Compensation Committee has been working with the administration on compensation issues. How are the Trustees committed to making us a leader in faculty compensation?

Austin: Will be promoting some initiatives that HCC must be competitive.

Byas: HR is doing a compensation study.

- Is the Board committed to restoring benefits, including ORP/TRS and long term disability?

Byas: Waiting to see what the state is going to do with respect to ORP/TRS. HCC governmental affairs rep is looking at this. Unable to answer long term disability.

- Would you give us some background on the new Board members?

Byas: Ms. Feldman, an attorney and a former employee working under AC Byas. Affiliated with Humble ISD, currently a board member. Strong sense of ethics and very knowledgeable about school law. Committed to student success and the mission of HCC. Will have to run in November 2013 to fill unexpired term, for an additional 4 years. Same situation applies to Trustee Garcia

Austin: Ms. Garcia works in community where many students are undocumented. Many of these students go on to finish at 4 year institutions. Has been recognized 3 times for having an exemplary school.

- How is the administration working to publicize the bond initiatives?

Looked at many different areas. Workforce buildings were predominate issue. Most expensive is Medical Center, because of need for health care professionals. Also moving ahead with 4 year nursing degree. The main issue is to think about what we're preparing people for. Discussions about Acres Homes, Pinemont (which had environmental issues) North Forest. HCC had obligation to constituents of North Forest, regardless of what has been reported. Braes Oaks new workforce facility there. Some improvements planned for SE, close to a strip center. Currently, in the design phase and trying to determine what the plan should look like. Get rid of dead space and get more classrooms.

Byas: Board/Administration committed to promises made. Continuing all of education engagement meetings. Presidents meeting with faculty, community and other stakeholders. Still, revenue is limited. Timeline: going to New York to sell bonds next week. There will be 36 week completion timeframe after bonds are sold. Planners will go to campuses to see what is needed. Once time schedule approved and architects in place, must be done in 36 weeks to comply with terms of bond. Can get info off myHCC. There will also be community forums. Presidents will be meeting with their communities to get input from students, faculty and staff.

- What is the Board posture to change the "Graduation Ceremony" initiatives as introduced by the faculty senate and other administrative members?

Austin: Bifurcating into 2 different ceremonies. Academic and Workforce. Gives time in between to rest before second ceremony. Nothing else is definitive.

D White: Hoping to have GED as a separate ceremony unto itself for special recognition. Also to use as a recruitment tool. A return to the old model.

Austin: This might be possible going forward.

B. Perry: Many of the GED candidates leave when they get their certificates.

M. Page: Under old system, recruiters were there to talk to GED candidates about furthering their careers at HCC. Counselors can talk about different options/opportunities.

K. Overton: Separate GED. Have a discipline fair and give them information about various programs. They can be the main focus. It needs to be addressed.

N. Sherman: Why is too late for this year?

- Other community colleges still have travel funds available—HCC does not. This tends to stifle faculty development opportunities.

Byas: Open to ideas. Budgets and financial situation controls everything. It is a concern. Believes in faculty development and will take this up with COO and CFO In process of doing unit plans. Department heads should be include this in the budget plan.

Since “**Shared Governance**” seems to be the “flavor of the day” at HCC, would you please answer the following:

1. Why is that at the SE and SW College are hiring 4 new administrators for 2 colleges when we do not have enrollment growth in workforce, but decline. We need more instructors, counselors, support staff., and let’s not forget markers, ink for printers, paper, folders and other simple capital products. Currently, professors are purchasing these products with their own money in order to fulfill their obligations with the students at HCC.

Byas: Shortage of resources. This absolutely should NOT be the case. Will take this up with the presidents. This is surprising. At one time technology fees came to colleges, now they go downtown. Need dedicated technology fee for each college so. Will ensure that this should be taken care of.

D. Housel: Part of question has to do with hiring more administrators. The goal used to be to reduce administrators so more faculty could be hired. Why are we not doing this?

Byas: Can't answer this but will look into. Pres. Bisch should be part of Chancellor's cabinet. Made it mandatory that administration support faculty conference. Each college should have a faculty representative on the College President's cabinet.

N. Sherman: Counselors also need support.

Austin: Must support people with teaching experience.

B. Perry: A severe blow dealt to enrollment, taking counselors away from students, i.e. at NE. Students have issues that will never be discussed in a group setting. Students need help.

Byas: Students need support. Many are lost and need guidance.

Austin: Students need even more assistance and guidance than ever before. Need to revisit issue of counseling services. Very concerned. Counselors trying to see 1200 - 1300 students per counselor.

K. Overton: Concerned about security at all campuses. Gov. Perry wants faculty to carry concealed weapons. 1. What is HCC's policy about concealed carry? 2. Are students allowed to carry? 3. District should look at classroom doors as a potential weak point. A security audit should be conducted.

Byas: Looks like concealed carry will pass. Likely to be an amendment. Schools will set the standards. There is a policy that includes a statement about an active shooter. Not released because of security reasons. Don't want perpetrator to know what the plan is. It's a mandate that Presidents have training sessions with their employees this semester. Locks on doors have been discussed as part of renovations. All classrooms could have a phone. If there is a certain ring tone, faculty will know if something is wrong. Newsletters, email blasts are being used. Faculty must participate. Plan to implement training for students so they're aware, as well.

D. Coles: Any training for sheltering in place? Industrial or environmental hazards?

Byas: This is a part of All Hazards policy. Looking at how to handle emergencies. Each dept. head and president need a business continuity plan, in the event of a major crisis. Everyone needs to be trained for major crises.

L. Comte: No one discussed the new workforce plan with faculty, who has been marginalized. They are the ones doing the work and know the issues. Faculty knows why enrollment has dropped. People who do work on the ground need to be at the table.

Byas: Faculty will have a voice, which is the main point of shared governance.

Byas: Plans to visit campuses unannounced. Will also go out into the community. Presidents will be encouraged to accompany AC Byas. Will bring Trustees. Maybe have brown bag lunches, so the community knows that it's part of HCC.

SENATE DELIBERATION OF QUESTIONS PRIOR TO ARRIVAL OF TRUSTEE AUSTIN AND AC BYAS

Civility Pledge has been pulled. AC recognized that this process was top-down and not a good way to do business. Trying to find a place for it, may go to Diversity and Inclusion, but nothing definitive has been decided. Spending a considerable amount of time on something that may not really even be a problem. It was believed that Art Tyler felt like this might be instructive for Board, not necessarily for faculty. Some concern over whether or it would be legal to require faculty sign. Maybe this is really geared for mid-management and up, not faculty, but somehow became interpreted for everyone, including faculty. Some serious concern over lack of respect from students toward faculty. There is a section of PEP that has to do with Civility.

IV. Standing Committee Reports

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

Met. 2/8. Discussed changes in Board and HR which may have an effect on Workload. Karen Edwards Interim HR Director. Willie Williams moved laterally under Art Tyler. Personnel changes offer opportunities to educate Board on compensation issues. All of these many personnel changes have an implication on workload. Since last meeting been dynamic change. Primary goals: give teachers with international experience need to receive credit for that experience, which is still lingering. 10% increase for all faculty, involving increasing in faculty pay scale, which hasn't happened for the last 4-5 years. Will ask AC Byas if HCC will become a leader in faculty salaries, by adjusting pay scale for market/inflation: a fair amount is 10%. Will be meeting with Dr. Tyler in the near future. W. Anthony has pointed out that adjunct salaries are lagging behind.

b) *Finance Committee – Jennifer Graves*

No report.

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

Still waiting for L. Comte and L. Burch to forward information for faculty excellence awards. Approximately 325 attended Faculty Conference.

d) *Educational Affairs – Ritu Raju*

Problems with students walking the graduation ceremony that are ineligible. Anyone who comes to ceremony needs to be actually graduating. Also trying to formulate a process to get better control of who will attending graduation. OERs: every discipline needs to used at least one. EA is looking at best practices to see how other disciplines are managing their OERs. Another issue is the 3 week period between spring and summer semesters. EA will come up with a list of activities/best practices of other institutions. Please bring forward any other issues forward.

e) *Policies and Procedures – Melissa Miller-Waters*

Revising Faculty Advising Handbook. 4th iteration. Will send out for review and comment when finished. Reviewing disruptive student behavior protocol. Hope to meet with Dr. Cook within the next month to go over these issues. Please bring forward any other issues.

f) *Student Success – Marilyn Douglas- Jones*

Will bring speakers to Senate. First speaker will be Askonline. Deborah Hardwick.

g) *Graduation – David White and Mannie Bloemen*

Met 2/8 with Julie Falcon of HCC Foundation. United Airlines would like to help with graduation. Will not donate money, but there are several good ideas. Possibility of holding essay contest for AA candidates, write a good essay, you show up, you win free tickets. Foundation could ask other potential sponsors to partner with Aramark, by funding water to give attendees. Two ceremonies. Some logistics still being worked on. Failure is not an option. Issue of 9 month contracts (about 31 faculty) who are affected by the May 18 graduation date (which is outside the 9 month contract). They must work both 2014 and 2015. Or

they can work 2013 and 2014. Academic will be one graduation and one will be workforce. GED will somehow be a part of the graduation ceremony.

V. Special Committees and Caucuses

a) Faculty Conference Committee – Linda Comte

Will have a debriefing meeting soon. Need to brainstorm for a theme for next year's conference.

b) Past Presidents – Linda Comte

No report.

VI. President's Report – Mannie Bloemen

• Senate Cabinet – Report on January 31, 2013 Meeting

- Disruptive Student Procedure in progress
- Civility Project in progress

• Board of Trustees –Meetings December 13, 2012 and January 4 &31, 2013

- Settlement with DOJ for Immigration-Related Unfair Employ. Practices. Cost HCC \$103,00.00. I-9 issue.
- Build out 3rd floor at Fraga
- Accepted Resignation of Trustee Richard Schechter
- Appointed Renee Byas to Acting Chancellor
- Trustee Sane to visit FAS at March meeting
- Failed to pass request to travel to Saudi Arabia to consult for Women's Community College of SA
- Appointed Leila Feldman as Trustee, District V
 - Former Assist. General Counsel, HCC
 - Current General Council, Humble ISD

• Chancellor – No meetings, as she is on leave.

• Meeting with AC Byas January 25, 2013

- Discussed Compensation requests presented to Dr. Tyler, fall 2012
- Will request Compensation Equity Survey to be conducted by Karen Edwards
- Attendance at Faculty Conference to include VCs and College Presidents. There was a Board retreat. Several administrators and Presidents attended.

• Vice Chancellor of Instruction's Office

VIII. Old Business

Resolution wasn't even presented about the Chancellor's situation. Where is reinstatement of benefits were taken. Part of the benefits package which is Compensation's goal. There will be a question asked of the AC/Trustee.

IX. New Business

Question about having Faculty Conference at West Loop and auction at DoubleTree. Has to do with cost/revenue. Also West Loop is too small for Faculty Conference.

X. Announcements

Bedichek-Orman scheduled for Oct. 19. Possibly moving it to Nov. 1 due to scheduling conflict with an event at West Loop.

XI. Adjournment (no “second” required)

3:30

sNEXT MEETING: Friday, March 8, 2013 – Central Campus, LHSB-100 @ 1:30 pm