

MINUTES
HCC FACULTY SENATE
January 10, 2014 – 1:30 pm
Central College – LHSB-100

I. Call to Order – Mikki Novak

1:31

II. Approval of December 14, 2012 Minutes – Suna Ridouane

Correction: Contract for Faculty Conference is not signed.

Approved as amended.

III. Treasurer’s Report – Jennifer Graves

No change.

Approved.

IV. Standing Committee Reports

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

No report.

b) Finance Committee – Jennifer Graves

No report.

c) Professional Development – Mikki Novak

Will proceed this semester. Will get nomination forms to colleges soon. Forms to be posted on website and Facebook. Will not be able to fund amount original intended. FAS will fund awards. Must determine which accounts are eligible to fund the awards. At least one for Workforce and one for Academic. Take some funds from Bedichek-Orman. Will be able to replenish funds every year. May use flea market funds. Some other funds can be used. J. Graves to meet with Sophia to discuss. March 1, nomination deadline. Will announce winners on instructional day in August. Must be nominated, cannot nominate yourself. Looking at possibly

\$1,500 award.

d) Educational Affairs – Ritu Raju

Will try to meet at least once a semester. Technology subcommittee has formed at a good time, given the roll out of Eagle 2. Will try to meet around the 20th of Jan. Open meeting. EA focuses on coordinator/department chair roles, everyone who supervises faculty, liaison with Vice Chancellor. A recommendation has been made to rename to Educational Instructional Technology Subcommittee

e) Policies and Procedures – Melissa Miller-Waters

T. Bisch to comment on PEP process. (See draft.) Board's policy on shared governance, is important to both AC Byas and C. Cook. Current PEP document is outdated. Document has been reduced from 20 to 12-14 items. Mostly has to do with teaching load. Has been reviewed and approved. Has been sent to HR. Document is difficult to find on website. A. Ainsworth to find exactly where to locate this document and will notify M. Novak. Program coordinators came up with 7 items for that PEP document. Duplicate line items have been removed.

f) Student Success – Marilyn Douglas-Jones

Planning a presentation for Faculty Conference.

g) Graduation – David White and Mannie Bloemen

Still waiting on Administration's word on whether or not there will be either one or two ceremonies. With so many new trustees, hard to tell what will happen. Lone Star has a separate GED ceremony. One of the trustee's thought it was a good idea to go back to one ceremony. This is how the idea came about. Committee still adamant about having two ceremonies, but must yield to trustees' decisions.

V. Special Committees and Caucuses

a) Faculty Conference Committee – Linda Comte

Met Thursday to go over last minute details. Proceeding as expected. Still the usual legal wrangling over contracts. No speaker yet. Feb. 22 is the date. Link for registration is available.

b) Past Presidents – Linda Comte

No report.

VI. President's Report – Mikki Novak

Board of Trustees – 4 new trustees: A. Ainsworth: Two elected were in December and were sworn in shortly thereafter. Fulfilling incomplete terms. Adriana Tomas and Robert Glaseman. Other two were to wait until January for being sworn in, but have not yet been. Assume discussion is ongoing about who the Board chair will be. Election will be Jan. 16. County Attorney is questioning legal residency of Mr. Wilson. At Agenda Review Meeting, it was brought up that faculty not allowed to talk to Board members unless the proper protocol is followed. D. Wilcox: Administrators should speak with one voice and should follow some protocol, but this doesn't really apply to faculty. T. Bisch: Should use discretion when talking to trustees, not that faculty cannot talk to trustees. L. Comte: Did she say employees or faculty? Wasn't really clear, but inference was that it was people beyond those at the meeting. This can become a legal issue.

Meeting with Renee Byas: Not losing Christmas or Spring Break. Required by law to have a certain number of holidays. Cannot be changed. Faculty not required to be on campus during the Christmas break. Rumor was these breaks would be reduced. FMLA changes: Some question about sick time. If you miss 3 consecutive days, the company is required to tell you that you are eligible for FMLA but you don't have to take it. But if you miss 3 or more consecutive days, but must bring a doctor's note. If there is a doctor's note, you don't have to take FMLA. Can now take 26 weeks for FMLA. J. May will come talk to the body if necessary. Hiring: AC Byas is not doing any administrative hiring. Hired only two people: T. Estes Interim. CFO, and [REDACTED], Chief of Economic Development. Coleman is an ongoing discussion. Before break, Coleman faculty came up with five points they want implemented, most of which has to do with shared governance. Expected a response from B. Young, but nothing so far. AC Byas thought the email was very good and was aghast that it wasn't being done. AC Byas gave M. Novak wording to put in an email to B. Young about responding to these points. Will also have a workshop on retaliation. Presented resolution on technology subcommittee, Sent an email to B. Carter who has been directed to include faculty on his committee. **FILL IN WORKLOAD POINTS FROM C. COOK FILL IN POINTS ON paying 1 for 1 on labs . WHAT DID GLADYS SAY ABOUT PART OF HER RECOMMENDATION NOT BEING ACCEPTED?** Board has to approve 1 for 1 pay, which could not happen before Fall 2014. Will be an action item in February.

Chancellor Search Report: Pushing back a month because of Board elections. Giving incoming Board members a chance to get acclimated. Will not be reconstituting committee. Everything pushed backed too late in February. Probably have a new chancellor by mid April. Sandy Mullins is chair and will remain in that position.

VII. Old Business

Vote on new by-laws

Approved unanimously

VIII. New Business

SW Geology Program Coordinator: Some classes making with a cap of 30 instead of 25. Guidelines clearly state what the cap is. Chair caps these classes. Administrators gave little to no response when contacted. Is this a workload issue? Caps are set at 25 for a reason.

A. Ainsworth: Include Workload and Educational Affairs Committees.

G. Bell: make sure the differentiation in why classes are capped is important.

Page 54-55 of the Instructional Leaders Guidelines is very clear on caps. Sharing equipment/labs not feasible. Also creates a safety issue when classes in certain are overloaded. Recommend that C. Cook be contacted be directly.

IX. Announcements

Spring Break - March 10, 2014 – March 16, 2014

Faculty Conference – Feb 22, 2014

TCCTA – Feb 6-8 in San Antonio, next year here. C. Cook pays one check for registration. Each department pays for everything else.

Committee of the Whole meeting: Jan. 16

Still need volunteers for Marathon. Please contact D. Wilcox. Great way to get community service hours.

Sue Cox, long-time supporter of faculty, has had a serious health issue. Please keep her in your thoughts.

X. Adjournment (no “second” required)

2:39

NEXT MEETING: Friday, February 14, 2013 – Central Campus, LHSB-100 @ 1:30 pm