

**MARCH MINUTES
HCC FACULTY SENATE
March 21, 2014 – 1:30 pm
Central College – LHSB-100**

I. Call to Order – Mikki Novak

1:33

II. Special Guest: Trustee Dave Wilson

1:33 – 1:45

Has had a real education in the last 2-3 months. Many moving parts at HCC and takes much coordination to make it work. Big learning curve and lots to read. Currently reading the Education Code. Also reading about bonds. Learning more every week and realizes that the structure is complex. Trying to acclimate to working with Board. Building a consensus is an interesting process. Everyone has a different personality and a different vision.

Selecting a chancellor and spending the bond money are important initiatives. Opposed bond initiative. Instrumental in postponing 14 contracts which generated some controversy on the Board. Spending the institution's revenue is a serious responsibility. Some question about sending money on Hayes and Westheimer. This is the outer edge of the district. May wind up competing among ourselves. Maybe spend money on Hayes Road instead of a new campus, which is in a flood zone. Also property is configured awkwardly. Can't get into area from the eastbound direction.

Want to narrow field of candidates to 2 or 3, then hire a negotiator to negotiate for the System, especially with respect to how contract is written. Need a better contract for the System. Would rather have a shorter contract term, than a longer one in case it shouldn't work out. Some good candidates have come through.

People think trustees have power and control. Have been spending 40-60 hours a week. Positions as trustees are part-time. Feels strongly about being an advocate for the college. Considerable potential but would like to see more cohesion. All areas need to work together. More open governance.

Some candidates have been selected that have not been run by the committee and would like to see these candidates be put before the full hiring committee. Want to be open-minded and see the faculty side of running the institution. It's important for people who are doing the job to have input.

1:45 – 2:10

QUESTION: Where are we with respect to search?

TRUSTEE WILSON: Tuesday board will meet again. Interviewed 5 people early in March and will interview 2 more people on Tuesday. Will be closed after that. Hired a consultant to help us. After Tuesday, the consulting form is done. Then hire a negotiator to negotiate contracts and then the negotiator is done. If Board hires someone the faculty doesn't like, this isn't good.

QUESTION: What about having public forums with both internal and external stakeholders?

TRUSTEE WILSON: We need input, but ultimately it's the decision is the Board's. This is the only position that the Board has the authority to hire/fire.

COMMENT: In the past forums were about shared information. Feedback from stakeholders would be beneficial. All this confidentiality is a concern. If you want the job, people should get their name out there.

TRUSTEE WILSON: The committee sent 4 people to Board.

COMMENT: There are 29 people on the committee. Who are they?

COMMENT: These names are confidential.

COMMENT: 7 people will go before the committee, 3 have not interviewed with the full 29 member committee.

QUESTION: Once candidates are narrowed, will they make visits to campuses?

TRUSTEE: Board spent an hour with each of the 5 candidates interviewed so far. Need to have some way to vet candidates.

QUESTION: Could requiring candidates visit campuses be a part of what negotiator does?

TRUSTEE: Yes, also have a background check done on the candidate. Selecting a chancellor is a daunting job. Also spending \$425 million is a major consideration. Engaging the faculty is of paramount concern. Faculty, administration and Board must work together. Open for suggestions. If you have an issue, bring a solution, not just a complaint. Looking for solutions that will move the entire institution forward. Many positive changes the institution can make for the community.

The Acres Home Project, only 3 miles from Northline. Then there's Pinemont. Lonestar has a campus on 290. Should name campuses after the community in which they are located. We need a master plan, which doesn't seem to exist. Northline is booming for the entire area. We need to make this happen at Little York. Sometimes a gamble is necessary.

We're uniting as a Board much better and working together is also improving. The Board needs to work in unison. The 4 new members are energetic with good positive input. There is some friction between the new and old Board members. New Board members having to

work with the bond issues that were done in the past. Also, the chancellor process was put in place before the new members came. So new members are having to work with processes and decisions that were put in place before they joined the institution.

QUESTION: Where's the money?

TRUSTEE WILSON: The college at Qatar was not a good deal. Can't even get an audit on where that situation is. There is a \$17.4 million deficit for the school year. The can has been kicked down the road. There was an 8-1 vote on refinancing bonds, and Wilson was the dissenting vote. The net effect was \$100K more for the college over time, in interest. Getting your hands around the institution is difficult.

QUESTION: Is there less conflict of interest on the Board with respect to procurement process?

TRUSTEE WILSON: Less interference from Board than previously. But still there is some interference coming from other areas.

COMMENT: Any raises?

Need to address this immediately. Must increase enrollment. Have sent open records report to HISD for every senior. Will use \$5K stipend to send mailers out to seniors in district. One of our contracts is a German company. Why don't we have local businesses involved? We need to take care of people in our districts. Missing the boat. Must get enrollment up this fall. Suggestions are welcome. Word on the street is that HCC is a stagnant institution. HCC is boxed in. If enrollment declines, we'll have to raise tuition, then this affects enrollment.

QUESTION: What about raising taxes?

TRUSTEE: Will be a tax increase in September that will finance \$425million worth of bonds. HCC also borrowed interest and closing costs. Institution now "on the hook" for \$454 million. Paying a \$1 million/month because of arbitrage. Multiply 3% by \$454 million and divide by 12 and you can see the amount of interest we're paying. 2.5 – 3% tax increase would have to happen. We're at .09. Lonestar is at .11 and San Jacinto is at .17

III. Approval of Feb. 2014 Minutes – Suna Ridouane

Approved

IV. Treasurer's Report – Jenn Graves

No activity. Approved

V. Standing Committee Reports -2013-2014 Committee Chair

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

Met today. Data gathering on salary through TCCTA. Talked about workload anomalies. T. Estes has agreed to stay on through new chancellor then he will leave.

b) *Finance Committee –Jenn Graves*

Auction scheduled for Oct. 24. Need donations. Contact businesses for donations. Will have an outer space theme. Tax breaks are available and letters are available to donors. Need to get new faculty involved. Maybe put a photo collage together to promote event.

c) *Professional Development –Mikki Novak*

4 nominations so far. Will extend nominations to April 14.

d) *Educational Affairs – Ritu Raju*

Met C. Cook in 3rd week of February. Brought up issues with Eagle 2.0. Changes in training. 1 four hour session online and is too general. May need to bring back old training models or create hybrids models. Maybe have 5 minute video modules on troubleshooting, complete with screen shots. Talked about maintenance issue. Not even Bill Carter knows who made the decision on maintenance. Faculty is willing to give up some time to help make these decisions. Will likely increase training. Talked about new website. C. Cook said old website was not friendly to external users. This motivated change to the new website. Different colleges list the same program in different ways. These discrepancies create confusion with students. Hard for faculty to find documents. C. Cook says faculty is expected to use intranet (myhcc). Faculty often will get the message that the link is broken. How do we help faculty find information?

COMMENT: The headings and menus aren't logical. Not very intuitive.

Discussed software selection. People making decisions who don't understand pedagogy. An example is Curricunet, which is clunky and difficult to use. We need to have substantial representation on these committees. Possible new software acquisitions: Compliance Assist, Task Stream (organizing SLOs and PSLOs), software for academic degree plans. Also discussed problems of PeopleSoft. Students need to know that campuses are miles apart when they register. Students should not be enrolling in classes that have nothing to do with their major once they've declared. Still waiting on state for confirmation on Core. Didn't get complete answers.

COMMENT: Was there any IT representative at the meeting? Would be helpful to have Bill Carter's personnel involved.

COMMENT: Some questions and problems about how the new website was rolled out.

QUESTION: How did C. Cook respond to IT be a part of the committee?

Seems to be some reluctance on IT's part. Wondering why there needs to be a meeting. What would the meeting be about? C. Cook was receptive.

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

Still looking at PEP documents. Work continues.

COMMENT: Programmers are programming PEP and if it doesn't get done in time, will have to go paper.

COMMENT: Some people were told to turn their PEPs in yesterday on the intranet.

Data gathering on faculty intern program. We have discovered a long document about accreditation called Curriculum Handbook, which is now out of date. This will have to be redone.

COMMENT: This was put together by L. Markey and doesn't reflect current practices. J. Cantwell is supportive. We want to be writing this.

M. Novak: Submitted to C. Cook about student evaluations and PEP which did not go over well. C. Cook will add response rates to PEP, because it is faculty responsibility to ensure students participate. B. Carter said at Austin College that 50% is peer evaluation and 50% is student evaluation and now C. Cook wants us to look at something similar.

COMMENT: Now is the time to bring up 360 degree.

COMMENT: C. Cook says he's evaluated every day.

COMMENT: We should put forward a plan about 360 evaluation along the lines of what other institutions do. Seems to be fairly common. Board understands faculty issues and concerns and would like us to move forward.

QUESTION: Can we boycott?

COMMENT: Will be put into PEP. C. Cook agreed not to weight it. Those with high percentages are providing incentives to students to participate in the evaluation. Possible grade inflation

COMMENT: Now, student evaluations will be a part of PEP dialogue.

COMMENT: What/where is the policy that says students evaluations need to be a part of PEP?

COMMENT: Deans want this, when in reality, it was only one dean.

QUESTION: What about difference between response rates from one faculty member to another?

COMMENT: For response to be statistically accurate, it doesn't have to be much. It's the "no response" that's a problem. Encoded somewhere we need to define what is statistically relevant.

f) Student Success – Marilyn Douglas-Jones

No report.

f) Graduation –David White, Mannie Bloeman

Will meet next week. No changes from last time. Still fighting to have GED removed.

VI. Special Committees and Caucuses

a) Faculty Conference Committee – Linda Comte

Had 12 paying vendors (\$1400). Trustees Sane, Tamez and Wilson attended. No debriefing yet. Spent \$34,560. Everything was from the Chancellor's Budget. Nothing from C. Cook. Bought some items for bags. Had 360 online registered and 265 actually signed in. Probably had about 300 attend.

b) Past Presidents – Linda Comte

Marion McWhorter passed, a very big loss to the institution. Will call a meeting soon. Need to discuss how to approach new chancellor.

VII. President's Report – Mikki Novak

- Update on Chancellor's search: See Trustee Wilson's remarks.
- Meeting with AC Byas; Vote of no Confidence. AC can't do anything, Board has not given her any power. But said she would check. Wednesday meeting was cut down to 10 minutes. Given it to legal. Afraid Senate and Board will be sued for libel. Nothing definitive yet. Issues on Northeast: Mikki fill in report on Northeast. 3100 wants to take over Energy Institute from NE. NE faculty feels disenfranchised and discouraged. Faculty was asked to leave. Engineers said they asked faculty to come. Faculty was not invited to next meeting.

QUESTION: What can we do as Senators to ensure our voice is heard?

M. Novak: Wait for report on meeting with Trustee Sane.

- Meeting with Trustee Sane: 3 hour meeting. Discussed chancellor, NE, Student Services and Workforce, discussed high level hiring. Did not give any promises, but said she was behind faculty and would bring these issues forward to Board. It appears that majority of the Board is behind the faculty. Sane called several Board members to verify support and said that faculty should not let up on making our voices heard. Board would welcome faculty as "concerned citizens" addressing Board meeting. Searching for a chancellor who really buys into shared governance, not only from faculty, but also staff and students. Four names were forwarded. Board liked all the candidates. Shared governance was a big factor on search committee as well as Board. One candidate is especially well-suited from this perspective. Any candidates not properly vetted is unacceptable. Several staff and faculty went to Board meeting. Some candidates need to be protected because they have other jobs. Let her know that faculty were not happy that people were being interviewed who had not been properly vetted. There will be forums if a candidate has not been properly vetted. Will be a special board meeting on Monday. Will talk about CIP issues and budget. In afternoon, will have 2 more interviews. Hope to have someone in place by end of April or mid May. Board looking into naming an interim if someone isn't hired. Will bring someone in from outside. \$308 million in operating fund and have \$330 million in debt. T. Estes is looking at how to cut deficit. Trying to get administration to cut \$1 million a year. Mikki I missed Tod's Comments Cut deferred maintenance and technology fees. Wouldn't have most up to date computers. Budget just doesn't look good.

QUESTION: Will there be any layoffs?

M. Novak: Board does not way to lay off any faculty or support staff. No pink slips at Coleman or anywhere else.

- Course substitution changes: D. Pino brought up a new practice that has to do with course subs. Program. Coordinators. Will have a say in course substitutions. Dept. Division chair and then the Dean, and its approved. M. Tengler will make the final decision in the case of a disagreement. There will be some form of training in the future. This is already in effect.

VIII. Old Business

IX. New Business

- At several colleges faculty have not been paid, not only adjuncts, but also overloads for full time. Some adjuncts who have not been paid since January and haven't been paid. Do not know where the hold up is. Per T. Estes, this is unacceptable because the institution will be in serious legal trouble. COOs are not supposed to go over PTRs with a fine tooth comb. Have discussed several solutions: Dept. chair/Dean sign then it goes to HR. Any suggestions are welcome. Just put together an HR advisory committee. To look at hiring practices and paying personnel. Some good faculty representative on the committee. Any issues should be forwarded to M. Novak.

COMMENT: Didn't get paid for overload hours for several months. Asked where check was and didn't get a satisfactory answer. But has since then, been paid.

COMMENT: Payroll doesn't understand how serious this is. It's a labor/legal issue.

- Financial Aid and Coordinating Board audits.
- Elections: Senate election to be held in April. Duties of Senator should be sent out to all faculty. Candidates must understand the commitment. Start pushing the Senate.
- The Board really appreciates faculty presence at meetings. The more the better. Also appreciate us attending the Committee of the Whole. Next meeting is April 17 (4:00). April 10 is Committee of the Whole (1:30)
- Graduation: don't forget to order regalia. Late penalties will apply if you don't order on time. We're attend every other year. If you can't attend, get permission from you department chair. It goes on PEP.
- Staff Foundation Drive ends April 4. Please consider donating in the name of Bedichek-Orman, Other funds include Rita Kelly Fund and Ruth Burgos-Sasscer.
- C. Cook: A student wanted to check out the credentials of an adjunct instructor but the CV wasn't there. The student contacted the Coordinating Board who then called C. Cook. Make sure your CV on the internet. Adjuncts needs to make sure that their syllabi matches the institution.

X. Announcements

Will be a memorial for Dennis Klappersack on April 1 at SW

XI. Adjournment (no “second” required)

3:37

NEXT MEETING: April 11, 2014 – Central Campus, LHSB-100 @ 1:30 pm