

HCC FACULTY SENATE MINUTES

June 12, 2015 @ 1:30 pm—Central College LHSB 100

I. Call to Order – Susan Goll

1:31 PM

II. Approval of March Minutes – Nathan Smith

Received presentation from compensation committee (sent to archivist). Motion to approve. Unanimous approval.

III. Treasurer's Report – Jenn Graves

\$1000 was taken out as gift to Officer Pike. Check was delivered and cashed.

IV. Standing Committee Reports

A. Compensation, Benefits, Workload – Todd Bisch

Reduced proposal from 6% to 5%. Proposed increase of steps to 34. Minimum entry moved to grade 3. We do not know if we will receive the raise.

Presentation was received well. Only one question re: outliers on pay scale. This issue will be resolved.

B. Finance –Jenn Graves

See Treasurer's report above.

C. Professional Development –Mikki Novak

Teaching awards will be presented on Instructional Day and checks will be presented at Bedicheck.

D. Educational Affairs/IT – Ritu Raju

Meeting with Dr. Beatty on the 18th of May. Several of the issues have already been addressed (through budget summit and Deans announcements). Secretary transition is still in flux. Secretaries will transition between the 6th and 8th of July. Discussion of PEP: An individual at one of the colleges outside the instructional chain were reviewing PEPs. Also there were issues with saving material. Joe Conway made a presentation to the committee regarding a reorganization of the hccs.edu marketing website: organized by three main areas: programs and courses (all faculty will be listed on each program page with links to the Learning Web and dynamically populated from PeopleSoft), centers of excellence, and degrees and certificates.

E. Policies and Procedures – Melissa Miller-Waters

Laurel Lacroix reported that the next step will be to determine election procedures now that faculty are no longer situated in colleges.

Instructional Leaders Guidelines are being finalized by Dr. Beatty. She is working with library services and there are a number of revisions that are

F. Student Success – Mikki Novak

Meeting rescheduled soon with Dr. Beatty

G. Graduation –David White

Debrief on graduation ceremony: NRG were somewhat confused about. Frank discussion with Dr. Beatty about the language in contract regarding graduation ceremony. Dr. Beatty is very clear that she would like faculty to attend graduation every year. We will begin hosting two ceremonies (one in December, one in May). The December graduation will be held on the Friday evening of the final exam period in the NRG center.

There was a concern raised about the time of the Friday graduation ceremony in December: what about teachers who need to submit grades by Monday at noon? What about students who may have finals on that Friday or Saturday?

V. Special Committees and Caucuses

A. Faculty Conference – Linda Comte/Rosalyn Crain

Linda Comte did not have final budget numbers for us, but estimated that we spent about \$30,000 (under our \$40,000 budget). Some issues with getting to the conference.

B. Past Presidents – Linda Comte/Mikki Novak

No report.

C. Dual-Credit—Alan Ainsworth

Dual credit committee will meet with Dr. Catherine O'Brien soon. There will be a go-to person for all dual credit issues who will report to Dr. O'Brien. This meeting will be the last meeting of our ad hoc committee. Dr. O'Brien will create an advisory council to address further issues.

VI. President's Report – Susan Goll

A. Delegation Reports

Antrece Baggétt (SEC) reported some concerns regarding the COO: 1) the COO is completing faculty and staff PEPs. 2) Concerns about secretary support following the transition on July 8

– especially given the impending end of Summer I. It appears that HR has not been working with faculty and staff to ensure a smooth transition between the current structure and the reorganized structure.

There was a question regarding how this information about the July 6 or 8 transition of secretary staff. Additionally current and upcoming chairs were just notified this morning that the secretary “speed dating” event will occur next week. Apparently, the closing date of the secretary positions on the website is 17th. It became apparent that there is a problem with the way HR communicates upcoming deadlines.

Who is really in control of these HR practices?

Northeast College announces that they are losing senator.

Southwest College announces that they are losing a senator elect.

B. Cabinet Meeting with Chancellor

Cabinet met with the Chancellor in May. Had a discussion regarding the police reorganization. Also discussed the Deans hiring process and some issues with that process. We discussed the contract – Susan Goll showed the Chancellor her contract. He was surprised by the tone and language in the contract. Again, we discussed the minimum enrollment numbers in the contract that were inconsistent with faculty guidelines.

Janet May indicated that compensation numbers will be sent out by September when we know what the compensation numbers will be.

C. Miscellaneous Updates

Technology Governance Council: Cloud-based email (Microsoft 365), apparently students will have this in the Fall and we will start using this in the Spring. Bill Carter will investigate a system-wide printer and copier capacity with one code. Institution is also looking at learning and student analytics tools (Dr. Beatty is supportive of this). PeopleSoft upgrades are slated for 2016 and 2018. Question regarding whether IT is meeting the needs of instruction (this question was put out there).

Records management is concerned about redundant files that are out there. In particular, we are concerned about the issue of submitting a copy of our PeopleSoft grade rosters (since these duplicate existing documents that are already in PeopleSoft).

HR has a consultant that has been brought in to streamline processes. They are starting focus groups (Goll had participated in one, David White had missed his meeting, and Linda Comte had participated). The consultants seemed amazed at the candor of the members of the group. There was a concern that the consultants had not adequately surveyed faculty. Are we going to be able to see the report? Goll will keep this in mind and ask for a summary report. There was another question regarding other HR practices besides hiring – for instance, the issue of FMLA was brought up.

Chair elections and announcements: There are several senate colleagues who will be moving on to other positions. Benny Ables will be chair of History; Jenn Graves will be chair of sociology; Nathan Smith will be chair of philosophy, humanities, and library sciences; Abbas Alamnehe will be chair of digital communication and IT; Carlos; Carolyn Tan; Milton Beard student success; David Ross, associate chair of ESL, Antrece Baggétt, associate chair of History; Robin Raborn, Assoc. Chair of Student Success; Lydia French, Assoc. chair of English;

Aaron Knight has accepted the position of Dean of Social and Behavioral sciences. Amy Tan accepted the position of Dean of English and Communications (Amy was elected for next year and Karen Yip will take her slot). Deans will be announced shortly.

VII. Guest Speaker—Chancellor Maldonado

Dr. Maldonado arrived at 2:38 PM. He did not come prepared with a presentation, but was present with a brief update and available for Q&A.

There are many moving parts and lots of changes going on. Looking for a raise in the upcoming term of around \$4 million, on top of a 2% COLA. We believe that these increases will be possible without raising taxes (based on changes in property values).

Concerns about the campus carry issue. We will not be affected until Summer of 2016. We are hoping that there may be some movement in Austin before then. The Board of Trustees submitted a petition to the state legislature in opposition to the bill. The Chancellor is opposed to the bill. There is a great deal of resistance in higher education circles. One fall-back will be to appeal to the presence of high school students on campus.

A question was raised about procurement regarding the LMS RFP. The senate reported that there was an issue with the procurement officer's behavior and the time frame of the process. The Chancellor stated that the behavior was unacceptable and that he would follow up on the procurement issue. Recognized that we need an improved process for procurement.

A question was raised about the Chancellor's comment regarding the library, especially that it should function "like a Barnes & Noble." The Chancellor explained that his vision for the library that draws students in (is open when students need it) and provides an atmosphere that "makes me feel smarter just sitting there." He would like to form a committee of faculty and librarians to address this issue. The vision is that when a student thinks: I want to get a cup of coffee and sit down, he wants that place to be the library. One issue that was raised was space. The Chancellor discussed the idea of "abundant thinking" and considering redesigning existing spaces in order to get students to use the facilities.

HR question: what are your expectations regarding the consultancy process and the issues related to HR. We are a decade behind in addressing policies. For instance, we have 5 different forms for travel – where do I go if I want to petition for travel? We are working to develop a standard procedure for placing forms in a location that is accessible. HR is no different: the department needs to be about talent development and bringing talent on board. Right now HR is not focused on the vision of talent development and bringing talent

on board. There is no excuse for me not to have capacity to fill out a travel form using my mobile device in the summer of 2015.

The Chancellor reiterated that his goal was to start the transformation process in his second year here.

There is a serious lack of communication about the changing processes (especially in terms of the secretaries). The Chancellor felt that there was some communication on this issue early on. But he was looking for the middle group of administrators to disseminate information regarding transformation plans. The Chancellor was surprised by the lack of communication that was coming down from administration and participants in the process. The Chancellor recognized that there is a communication problem and that we have to improve these things using small steps.

Question about contracts (including specific demands that are not typically in an employment contract): will you review this in the next year? Yes. The Chancellor was surprised at the contract. The GC was shocked by the contract.

Alan Ainsworth thanked the Chancellor for the transformation process with general applause. He suggested that the next areas to address are the student success office, better serving students and use of things like the student activities fees. The Chancellor thanked the faculty for their support. He suggested that the faculty need to educate the student services division regarding the "student experience." He was surprised by a question from the secretaries regarding the nature of the student experience: how can a person work in higher education and not understand the student experience? He is surprised by how much time Deans spend thinking about planning, land, and budget. He was especially surprised how much the issue of budget impacted decisions surround the schedule, for instance. We have to reconnect with the notion of a "quality student experience."

Problem with the pacing of hiring, especially the process. This will be addressed in stage 2. By moving to a common scheduling system, we will be more aware of future needs and be able to plan for those upcoming changes. We are lacking a Plan B (when we are too dependent on a single person, we are not serving our students the best that they can).

Wondering what the place of the program coordinator will be in the future organization of the program coordinator. The Chancellor described the nature of the program coordinator position: he described it as a compliance officer who was necessary to satisfy various compliance requirements that had to do the job without any teeth. The Chancellor described issues with compliance, including the creation of degree programs. He sees a serious problem with "home grown" internal policies that are not necessarily in compliance with needs in terms of

When will administrative staff be moved, following the speed interview process? He views the Deans as perfectly capable of dealing with those issues.

Question about stocking the bookstore – problems with books being correctly attached to courses. Some recommendations that faculty should be able to select their own textbooks. We are looking for some consistency in terms of selections of textbooks.

At Central campus, what is the plan for some of the buildings at Central campus – in particular, the 3rd floor of one of those buildings was not being used. Looking at the use of spaces and some of the older buildings may be repurposed, closed, or demolished because we won't be able to afford the utilities costs for all of the square footage that we have and are taking on with the CIP.

A question about DE and the expansion of enrollment at HCC: at the Board level we need to determine what we want to do: we are trying to create a tighter link between our strategic plan and our budget. What kind of a player do we want to be in DE? Are we going to be a leader in DE or is this going to be a side project for the college? He sees some opportunity for linking online learning to the weekend college project. Additionally, there are potential international partnerships that will enable us to expand our online offerings. The Chancellor recalled that there were a couple of students who participated in the graduation ceremony who had PhDs. DE has been here for a long time and is here to stay. We shouldn't think of it as in competition with our core services at the college. The critical component for the online instruction

Question about the budget task force: he has seen the report. He would like to keep this report separate from the annual budgeting practices. The budget task force report will be used to help with improvements.

VIII. Old Business

None.

IX. New Business

Announcement: this is the time to bring up any item for discussion. An item does not have to be cleared.

Jenn Graves discussed the issue of new chairs who have been thrust into a position where they are being asked to do work they are not prepared for and are perhaps not on contract. This is a legal issue (it violates the Fair Labor Standards Act). Steve Levey's advice was that we ought to rely more on current chairs. They have indicated that they will be paying stipends for the August training days (this does not cover other days of work).

Question regarding recognition of terminal degrees that are not PhDs. In particular, the MFA is not currently recognized

The issue of ongoing construction at Central campus and the seeming lack of progress on the grounds was raised.

Procurement has not sent out the RFP yet. There is a sense that the Senate is frustrated with the delays in procurement.

X. Announcements

Some Senate positions are elected, but some are appointed. In particular parliamentarian and archivist are appointed positions. David White will not be able to be the Senate archivist (particularly in terms of the live-blogging of meetings). If you have an interest in these positions, please get in touch with David White.

XI. Adjournment

Motion to adjourn at 3:41 PM.

NEXT MEETING: July 10, 2015 @ 1:30 pm—Central College LHSB 100