**HCC FACULTY SENATE**

April 13, 2018 @ 1:00 pm; Central College LH-100

1. **Call to Order:** Mohamad Tlass
   1. Meeting comes to order at 1:03pm
2. **Guests**
   1. McGraw-Hill Education: Candace Pinataro & Kris Balmanno
   2. Representatives from McGraw-Hill discuss inclusive access - a new way of delivering course content in which separate products can be delivered by one publisher (currently Pearson, Cengage, McGraw-Hill).
      1. By including cost in student fees, there are significant savings and course content can be accessed from Day One. Statistically, on-time access leads to greater student success.
      2. Pilot in the Fall - to get involved or to get more information, contact Linda Su, Erin Vogel, or Kris Balmano – the HCC McGraw- Hill team
3. **Approval of March 2018 Minutes**
   1. Tod Bisch makes a motion to approve; Nora Jo Sherman seconds the motion: minutes pass as-is.
4. **Treasurer’s Report**: James Battieste
   1. As of Thursday, April 12th at 8pm, our financials remain consistent from last month’s report. We are entering into the process of paying for the Faculty Retreat’s facilitators and for some Bedichek-Orman awards.

1. **Standing Committee Reports:**
   1. **Compensation, Benefits, & Workload:** Tod Bisch
   2. No meeting in April due to Chair/Associate Chair elections on the 6th; we are going to work with Mohamad to bring in Dr. Perez for our May 4th meeting (1:00-2:30pm in SJAC 140)
2. **Finance:** James Battieste
   1. Nothing to report
3. **Professional Development:** Mia Taylor
   1. Faculty Conference: overall, a success; however, there are still some vendor tables with outstanding payments. Linda Comte will provide a debriefing soon.
   2. Faculty Retreat: May 15th-18th in Galveston. We are still finalizing logistics and attendees. After this step, Bedichek-Orman will be processed.
   3. Faculty Teaching and Excellence Awards: 310 nominees and 16 judges; nominees will be divided among judges. An email regarding judging will be forthcoming from Richard Gosselin.
   4. Bedichek-Orman Auction will be November 2nd. We are partnering with

E-events.

* 1. TCCTA and Adjuncts –TCCTA representative (Christina Torres) wishes to speak to Adjuncts regarding benefits. This information will be forwarded to the co-chairs of the Adjunct Caucus.

1. **Educational Affairs:** Antrece Baggett - Nikky Boutte-Heiniluoma reporting
   1. did not meet; tentative date scheduled with Dr. Perez on May 8th
2. **Policies and Procedures:** Laurel Lacroix - Mohamad Tlass reporting
   1. putting together a team to begin on 60/40 information next week
   2. Chair Caucus is working on a training for new Chair and Associate Chairs
3. **Student Success:** Annie Tsui
   1. draft regarding testing accommodations went to Piper Butler and Dr. Perez—committee has received an email response back
      1. Testing Services will deliver ADA services and provide support; when it comes to make-ups, though, not all centers have capacity
      2. Concern from Student Success committee member on Senate floor: there are not consistent standards or necessary staff in Testing Centers; there needs to be more money invested and more accommodations to address student needs.
      3. Nikky Boutte-Heiniluoma: conversation with Dr. Perez at Chair Caucus – people are actively looking across system to create a more systemic process; this would provide standardization, considering location hours and staffing: with this, delivering make-up exams (a primary concern) will get better.
4. **Graduation:** Darin Baskin
   1. As of Thursday, April 12th, only 315 of 900-plus full-time faculty have registered. Only 56 are registered for the evening ceremony. As delegates, we have a responsibility to get the word out to faculty regarding registration.
   2. Alan Ainsworth, Mohamad Tlass, and others request that the Marching Order email go out again.
      1. Darin will do this. There have been issues, however, with people who could not log in to the system. These people have been added; if there are issues (ex. temporary full-times), contact Darin directly.
   3. Concern from floor: language for attending Graduation is not in the contract.
      1. The implication is there; in addition, while Dr. Perez is receptive to the idea of attending every other year, we, as Faculty, must make a strong effort to attend now.
   4. Kevin Clement: smaller graduation ceremonies like TxCHSE should be reserved for those who cannot attend on Saturday (ex. religion; other conflicts)
      1. This has been considered and even allowed as needed; it is difficult to do this for the smaller ceremonies, though.
   5. Charles LaMendola: are Adjuncts able to help at Graduation? What is the process for ordering regalia?
      1. (1) Adjuncts can help in any capacity, but as this is not an official Adjunct duty, there is no pay attached. There is also a parking pass needed for the main ceremonies. (2) Darin will forward the information of the regalia process after Charles sends an initial email.
   6. Questions from Parish Conkling and David White: do I need to register if I am on the Graduation committee? Do I need to order regalia if I am working the event?
      1. (1) No. Committee members will be marked off the list after they attend their shifts. (2) If you are working behind the scenes, you do not need to order or wear regalia.
   7. Question: do you have a list of those who have registered or those who have not? Could this be sent to Chairs?
      1. This could open the door to potential employee shaming; we, as delegates, have the responsibility to get the word out for registration.
   8. Full roster of commencement speakers: TxCHSE: Houston Fire Chief, Samuel Pena; VAST Academy: Crystle Stewart, former Miss Texas and former Miss USA; Main AM: Dr. Bernard Harris; Main PM: Mattress Mack
   9. The list of honorary degrees has been limited to two; this will also speed things along at the ceremonies. Darin will send out a list to announcers within the next week.
   10. Could a portion of Professional Development funds go toward regalia?
       1. This has been an ongoing discussion, but the short answer is no.
5. **Instructional Technology:** Stacey Higdon
   1. working with Dorsetta Williams of Office of Instructional Engagement to develop Canvas Quickguide and Start Here Content
   2. Next meeting – April 27th at 10-11:30am in SJAC 243
6. **Diversity and Inclusion:** Melissa Miller-Waters
   1. Nothing to report; next meeting: Thursday, April 26th at West Loop, C-140
7. **Special Committees and Caucuses:**
8. **Past Presidents**: Melissa Miller-Waters
   1. Nothing to report
9. **Chair Caucus:** Nikky Boutte-Heiniluoma
   1. Warren Hurd spoke at the last meeting about the zero-based budget; Dr. Perez attended for Q and A
      1. Laurel Lacroix, Kathy Engel, Brian Baldwin, and Nikky Boutte-Heiniluoma are developing a training for new Chairs and Associate Chairs. Dr. Knight and another are working on another approach that will be practical, so the training might offer two strands.
      2. There is no official timeframe, but we are considering Summer One, with possible teaching releases for those who need it.
   2. Next Meeting is May 3rd
10. **Adjunct Caucus:** Joyce Roberta “JR” Miller-Alper, & Charles LaMendola
    1. There have been concerns raised regarding the hiring process—Charles will meet with Tod Bisch to see how to approach this.
       1. Comment from floor: please ensure Adjuncts do not contact those on the hiring committees or the department chairs. This could lead to disqualification. David Ross suggests Charles have the Adjuncts always contact HR for questions or concerns.
    2. Next meeting is 12-1pm on May 11th
    3. Reminder about 1st Adjunct Appreciation event from 4-6pm at Axelrad
11. **Bedichek-Orman Auction:** Linda Graham
    1. Nothing to report: see Professional Development above
12. **Faculty Conference:** Linda Comte & Debra Schultz
    1. Nothing to report: see Professional Development above
13. **President’s Report**: Mohamad Tlass
    1. Regarding Testing Services from Student Success: Alief facility has responded; they can help Faculty as long as plans are made in advance; a stronger response is in the works
    2. Dual-credit accreditation process- departments should expect emails on this
    3. Strategic Plan – in March, we discussed (with Dr. Kurt Ewen) how Faculty could have more input.
       1. April 20th - first meeting; this invitation only went out to Senate; May 11th discussion during Senate; May 16th - three sessions at the West Houston Institute: morning, afternoon, and evening / small sessions on May 16th will mirror the others
    4. IT Advisory Committee: Stacey Higdon should expect an email from Dr. Bill Carter about this.
    5. Issues with Enrollment Management are also going to be included in the new Chair/Associate Chair training.
14. **Old (unfinished) Business:** 
    1. Nothing to report
15. **New Business:**
    1. Nothing to Report
16. **Announcements:**
    1. Dan Flores: HCC has no policy for student make-up work for official school business, and there are professors who will not allow students to make-up that work. In the future, I would like to work with Student Sucess or Education Affairs to draft something.
       1. David Ross: you will need to bring this up as a resolution under New Business at the next meeting. Then, we can refer it to the appropriate committee, and give specific instructions to report back to the Senate.
          1. We also want to determine which document this statement should go in and that it is consistent with HCC policy. David Ross will help develop and research this.
    2. Parish Conkling: free Philosophy event with Slavoj Zizek; tickets are required, and the 50 advance ones that were set aside are already gone; Parish has released another large batch.
       1. likely in the SJAC auditorium, but we need at least 200 attendees for this to happen; otherwise we will be in LHSB 100 on May 16th, 5:30-9:30
17. **Adjournment** (no “second” required)
    1. The meeting is adjourned at 2:16pm

**NEXT MEETING: May 11, 2018**

**1PM at Central’s Learning Hub, Room 100**