

HCC Faculty Senate

The official website of the Houston Community College Faculty Association and Senate

August 2019 Minutes

HCC FACULTY SENATE

August 23, 2019 @ 2:30 pm; Central College LH-100

1. Call to Order: Darin Baskin

1. The meeting is called to order at 2:38pm.

2. Approval of July 2019 Minutes

1. Laurel Lacroix moves for the approval of the minutes; Mary Lawson seconds. The minutes are approved as-is.

3. Standing Committee Reports:

4. Compensation, Benefits, & Workload: Tod Bisch

140. The committee did not meet in August since goals were completed; the next meeting will be on Friday, September 6 at 1pm in SJAC 140.

1. A potential goal for the year: renewing / starting a conversation to get the MFA and JD to terminal degree status.

2. Email Tod Bisch at tod.bisch@hccs.edu if interested in serving on the committee; this will ensure you get a meeting invitation from current committee secretary, Stacey Higdon.

Likewise, send an email if you are no longer interested in serving.

1. Question, James Battieste: during Convocation, the Chancellor provided percentages regarding adjunct and full-time raises over past three years: 8.3 (PT) and 13.8 (FT). Are these accurate?

1. The committee will revisit this to check. Additionally, David White comments the Chancellor stated this was over 5 years; it likely includes the 2% FT steps; Steve Levey is also uncertain about accuracy of percentages.

2. Finance & Treasurer's Report: James Battieste

1. No available report: it will be presented at September 13th

3. Professional Development: Mia Taylor

243. The committee meets the first Thursday of the month at 3pm in SJAC 243.

4. Educational Affairs: Nikki Boutte-Heiniluoma

1. The committee will have its first meeting of the academic year on September 12th at 11am at West Loop.

5. Policies and Procedures: Laurel Lacroix

1. The committee meets the second Thursday of the month at West Loop. Email Laurel Lacroix at laurel.lacroix@hccs.edu if interested.

6. Student Success: Kathy Najafi

1. The committee did not meet in August but will start in September. Meetings are held before the full Senate meetings. Email Kathy Najafi at kathy.najafi@hccs.edu if interested.

7. Graduation Co-Chairs: Danielle Bachan and Mary Louis

1. Darin Baskin: this was one of the highest attended graduations.
 1. The consensus moving forward is to move the event to the Friday after the semester ends. This proposal has gone to the Executive Council for potential approval.
 2. There are also proposals to have Fall and Spring ceremonies and to shift the venue from NRG.
 1. Questions: could the money saved from not using NRG go into a pool for faculty raises or be diverted to adjuncts?
 1. It is not a salary-based fund; however, Darin Baskin has suggested to administration that the money go to a full release for a faculty graduation coordinator.

- There will be a year of release time for a professor in Arts to make a new mace (3 in fall and 3 in Spring)

1. Instructional Technology: Stacey Higdon

1. Meetings will begin soon for the academic year; an invitation will go out to the previous committee members. If you are interested in serving on this committee, email Stacey Higdon at stacey.higdon@hccs.edu
2. There is an IT portal that will go live for faculty and staff on September 3rd; one thing this will do is allow department chairs to request new devices for new hires; the plan is for the portal to eventually be available to students.
3. Laptop / other mobile device inventory is underway; if you missed meeting with representatives at Instructional Day, contact your IT department at your campus as soon as possible.
 1. Question, Parish Conkling: will this new portal allow us to request new laptop batteries?
 1. Stacey Higdon will check on this.
 2. **Diversity and Inclusion:** Melissa Miller-Waters
 1. This committee will meet on September 9th at 3pm; it normally meets the first Monday of each month at 1pm. If you are interested in serving on the committee, email Melissa Miller-Waters at m.millerwaters@hccs.edu / there is also literature available in the front of the room about the following:
 1. Food pantries are in the process of being established on all campuses; we have grab-and-go pantries at several locations. These pantries have needs for certain items.
 2. Locations of Mother Express / Medical Privacy rooms

- Information about Title IX support for those in crisis

1. Reading Cultures (RC) and its mission / there will also be a RC community event on September 27th at Katy campus
2. Harry Potter book night on September 13th at Eastside campus

4. **Special Reports, Committees and Caucuses:**
5. **Past Presidents:** Mohamad Tlass
 1. Did not meet in August: the Past Presidents are in the process of restructuring.
6. **Chair Caucus:** Nikky Boutte-Heiniluoma
 1. The Chair Caucus (CC) met in August: sent a memo to Dr. Perez and Nikky Boutte-Heiniluoma will meet with her the week of the September CC meeting.
 2. The next meeting is on September 12th at 2pm.
7. **Adjunct Caucus:** Charles LaMendola
 1. Phase II of the Adjunct survey is live; as of today, we have 91 responses. Chairs will get an email with survey link to distribute to adjuncts.
 2. Reported data will be used to make recommendations to Senate in October.
8. **Bedichek-Orman Auction:** Linda Graham and Sheryl Ballard
 1. The auction will be November 1st at West Loop. There are flyers and cards to serve as reminders.
 2. The committee is working on getting more donations for auction and is also accepting gently used items for the rummage sale
9. **Faculty Conference:** Debra Schultz and Keitha Robinson
 1. The conference is March 7th; the venue is set, but we have to go back and accept more bids: this cannot happen until new fiscal year on September 1st
10. **All-Faculty Retreat:** Helen Graham
 1. The retreat will be in Galveston in May– starts Tuesday after grades are due
 2. 9-month faculty who plan on attending need to speak with deans / Department Chairs to ensure off-contract stipend. Adjuncts are funded by Senate.
11. **HCC Foundation:** Antrece Baggett & Mary Lawson
 1. Mary Lawson: on Tuesday, we had already raised 10K / the goal is to encourage an increase to payroll donations. Even \$5-10 helps.
 2. Antrece Baggett: Foundation now gifts a high-quality button for your donation.
 3. Question: will you be going to the campuses to campaign for donations?
 1. Yes. We will plan to do so.

5. **President's Report:** Darin Baskin

1. Misinformation to Faculty
 1. Faculty will not be asked to teach on five different campuses. There is an issue, however, with smaller campuses and representation and HCC is trying to build enrollment at these locations. To assist with this, faculty need to be deployed to all campuses—not lumped at certain ones
 1. The Foundation is working to ensure our smaller campuses retain students; enrollment is up slightly – Dual Credit is the factor.
 2. Coffee with the Chancellor series
 1. These meetings will be for faculty and staff at various campuses and will begin in September. The Chancellor is encouraging a dialogue.
 3. Hiring Freeze
 1. The freeze has been lifted, but there is a “chill” on hiring new executive leadership positions.
 4. Payday

10. The first paycheck of the fiscal year will be on September 3rd. This date is for 10.5- and 9-month faculty.

5. MFA terminal status stipend

1. There is still a battle for equity with degrees; the MFA will receive an added stipend to get to necessary terminal degree pay. Most MFAs should receive it. Contact Darin Baskin at darin.baskin@hccs.edu for details.

6. New Hires

1. Of the 36 new FT faculty, 9 are from the HCC adjunct pool.

7. New delegates

1. Message with a list of duties went out to new delegates; please also read over the Senate Bylaws and plan to serve on at least one committee.

6. Old (unfinished) Business:

1. 2019-2020 Senate Elections Update – Antrece Baggett

1. There are 15 open seats for At-Large delegates. Nominations open on August 23rd to antrece.baggett@hccs.edu until August 30th at 12 noon.

2. Voting begins on September 3rd and closes on September 7th at 12 noon.

2. Ad-Hoc Committee

1. Darin Baskin has given this responsibility to Desmond Lewis. At the last meeting, Senate asked for an ad-hoc committee to look into employment terminations.

3. Passing of the Gavel

1. Darin Baskin passes the gavel to Desmond Lewis.

2. Desmond Lewis will deliver his Senate plans at September 13th meeting.

4. New Business:

1. Elections of Vice-President, Secretary, and Treasurer

1. Vice-President

1. Antrece Baggett is nominated by Alan Ainsworth; the nomination is seconded by Mia Taylor. Baggett accepts the nomination.

2. Melissa Miller-Waters moves to close the nominations. Nominations are closed.

3. Antrece Baggett is elected Vice-President by affirmation.

2. Secretary

1. Robin Raborn is nominated by Annie Tsui; the nomination is seconded by David Ross. Raborn accepts the nomination.

2. Stacey Higdon is nominated by Laurel Lacroix; the nomination is seconded by Mary Lawson and many others. Higdon accepts the nomination.

3. Desmond Lewis closes the nominations and reminds everyone that only current delegates can vote. The candidates leave the room at 4:09pm, and a vote by ballot ensues. Senate reconvenes at 4:15pm.

4. Stacey Higdon is elected Secretary.

o Treasurer

1. Mary Lawson is nominated; the nomination is seconded by many others. Lawson accepts the nomination.

2. James Battieste is nominated by Tod Bisch; the nomination is seconded.

3. Melissa Miller-Waters moves to close nominations, but Battieste is not in the room to accept the pending nomination. Darin Baskin contacts Battieste who declines the nomination.

4. Mary Lawson is elected Treasurer by affirmation.

1. Nominations for President-Elect

1. Laurel Lacroix nominates Daniel Dylla. The nomination is seconded by Charles LaMendola. Dylla accepts the nomination.
 2. Nikky Boutte-Heiniluoma nominates Karen Saenz. The nomination is seconded. Saenz accepts the nomination.
- Per Senate rules, nominations remain open until next meeting. The two candidates stand to be recognized, and a third candidate is nominated.

1. Mohamad Tlass nominates Kathy Najafi. The nomination is seconded. Najafi accepts the nomination.

2. Bedichek-Orman funds procedure, Mary Lawson

1. Mary Lawson recognizes there is confusion surrounding the current process. The Foundation is also working to address the rules.
2. David Ross suggests the approach of drafting a proposal to spell out procedure for Bedichek-Orman funds; then, a committee can bring a resolution to Senate. Desmond Lewis can delegate this task to a specific committee: Finance, Professional Development, etc.

8. Announcements:**1. Proxy Voting for next meeting, David White**

1. Attendance at the next meeting will be critical for voting.
2. Per current rules, notice of a proxy must be sent to Desmond Lewis and Stacey Higdon within 48 hours of the September 3rd meeting. Otherwise, a proxy is invalid.

9. Adjournment (no “second” required)

1. The meeting is adjourned at 4:27pm.

NEXT MEETING: September 13, 2019

1PM at Central’s Learning Hub, Room 100

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