

## FACULTY COUNCIL MINUTES

<b>Date</b>	<b>Tuesday, November 5th, 2019</b>
<b>Location</b>	Wharton CDC; Richman 137; Sugar Land 201A; Blackboard Collaborate
<b>Time</b>	3-5

### Attendees

<b>Role</b>	<b>Name</b>
<b>Chair</b>	Peter Anderson
<b>Minute Taker</b>	TK Krpec
<b>Attendees</b>	Barbara Lynn, Franci Bay, Gary Bonewald, Hector Weir, Kamile Yagci, Liz Rexford, Peter Anderson, Susan Denman-Briones, TK Krpec, Jackie Cooper-Edwards, Andrew Berezin, Brady Hutchinson, Oner Celepcikay
<b>Absentees</b>	Carl Price, Frank Becak, Marci Espinosa, Pat Korenek, David Camejo , Demetrius Moore

### Call to Order

Meeting called to order at 3:15 pm

### Information Items

	<b>Description</b>
	<p><b>New Business</b></p> <ol style="list-style-type: none"> <li>1) Quorum made</li> <li>2) Minutes from the October Faculty Council meeting approved</li> <li>3) Decreased Office Hours               <ol style="list-style-type: none"> <li>a) Peter suggests letting this item pass. Decreasing office hours does not fit with tasks that have recently been pushed and tasks that are trying to be pushed. Decreased office hours do not equal longevity. Liz mentions that this would be counterproductive and would not be compliant with the 40 hour work week regulation. Most of the Faculty Council agrees. Barbara asked for the rationale of this item. This would eliminate office hours where instructors did not see students and believed they may have been more productive working at home. Faculty Council agreed not to push this item.</li> </ol> </li> <li>4) Copy/Scantron Machine Issues               <ol style="list-style-type: none"> <li>a) Peter says it is import to contact the correct authority figure at the pertaining campus to fix issues. If rejected, save documentation. Brady mentioned that there is a certain part missing in the copy machines in SGL copiers. Mahlberg is aware of the situation and is trying to remedy.</li> <li>b) There is an extra Scantron machine in the Testing Center that supposed to be for everyone's usage. FC may ask for another machine. Potential locations were discussed.</li> <li>c) Preventative maintenance was discussed and will be brought up at Extended Cabinet.</li> </ol> </li> <li>5) Tenure               <ol style="list-style-type: none"> <li>a) Peter suggests starting a task force. Andrew mentions that competing schools offer this perk and that tenure might make job openings competitive. Brady asked if this is been brought up to Extended Cabinet previously. Before, the</li> </ol> </li> </ol>

	<p>issue never made to Extended Cabinet. Faculty Council chose not to push the issue. Liz suggests making a presentation for the Faculty Association meeting. Gary moves for this to be pushed. Franci seconds. Motion passed. Andrew and Brady will lead this task force.</p> <p>6) Step Increase</p> <p>a) FC looking to start a task force dedicated to investigating this issue. Gary suggests bringing up the issue at the Faculty Association meeting. TK would be willing to take the lead. Jackie has volunteered to assist. Franci moves to approve task force. Brady seconds. Motion passed.</p> <p>7) Marketing on Other Campuses</p> <p>a) Marketing often sends out newsletters. In these newsletters, events outside of the Wharton campus are often ignored. Recognition and inclusion of events held outside of the Wharton campus would be ideal. A formal arrangement for communication with marketing was asked to be sought. Andrew motions for approval. Hector seconds. Motion passed. At Extended Cabinet the FC representatives will repeat their request to have marketing make a presentation during the Tuesday professional development activities.</p> <p>8) Student IDs</p> <p>a) Peter states that several students have been asking about school student IDs so that students can receive discounts. Often these discounts would be related to attending functions tied to class activities, such as museums and fine arts events. Andrew motions to push this to Extended Cabinet. Brady seconds. The safety committee has sent this issue and recommendations to remedy it previously.</p>
	<p><b>Old Business</b></p> <p>1. Report on Board of Trustees, Extended Cabinet, and Student Success Counsel</p> <p>a) Liz gave an overview on attached documents outlining the events from these meetings.</p> <p>2. Bookstore Issues</p> <p>a) Reyce sent out a step system for ordering books. Philip will give a presentation to over book ordering at Extended Cabinet. For the spring semester Barnes and Nobel will have staff at the SL campus to assist students who wish to order their books on-line.</p> <p>3. Longevity</p> <p>a) Longevity proposal was amended and approved at the request of President McCrohan by the Board of Trustees.</p> <p>4. Program Manager/Department Heads Summer Pay</p> <p>a) Franci and Liz worked on a formula and process for paying Program Managers and Department Heads. The formula and process are based on the existing worksheet for compensating Department Heads.</p> <p>b) They suggested the following: Required Calculations: The baseline for the 16 week fall/spring is \$2,000. This is the equivalent of \$125.00 per week. If you multiply \$125 by 11 weeks (length of summer term) the summer baseline would be \$1,375.</p> <p>c) Faculty Council Proposal Summer Baseline for all PDs/DHs is \$1,375. All 12 month PDs/DHs would receive the baseline only. Those on 9 or 10.5 month contracts would receive additional compensation for individuals supervised based on the formula on the existing compensation</p>

	<p>worksheet which is provided below.</p> <p>Number of FT Faculty: (Note do not include department head. Compensation is calculated as \$100 for 1-2FT faculty, \$200 for 3-4 FT faculty, \$300 for 5-6; \$400 for 7-8; \$500 for 9-10; \$700 for 13-24; \$800 for 15-16; \$900 for 17-18; \$1,000 for 19-20+.</p> <p>d) Kamile expresses her concern for being here three hours per week. Liz says we're just trying to compensate those who are here performing duties. Liz and Franci state that justify this pay there needs to be some accountability to that the Administration can know when an instructor would be available and could relate that information to students. Hector moves the push this forward to Department heads. Gary seconds. Motion passed.</p> <p>5. Other Items</p> <p>a) ADA issues; elevator accessibility issues; ADA student documentation clarification; clinic, Lab, studio and practicum pay; overload transparency</p> <p>b) Franci moves to table these items until next meeting. Gary seconds. Motion passed.</p>

### Action Items

	Description	Responsible Party	Due Date/Status
1.	Discuss preventative maintenance for copy/Scantron machines	Peter Anderson	At next EC meeting
2.	Prepare a presentation on tenure	Andrew Berezin, Brady Hutchison	At next FA meeting
3.	Prepare a presentation on step system increases	TK Krpec, Jackie Cooper-Edwards	At next FA meeting
4.	Ask about formal arrangement with marketing	Peter Anderson	At next EC meeting
5.	Ask about student IDs	Peter Anderson	At next EC meeting
6	Send Faculty Council Program Director and Department Head Pay Summer Compensation proposal to all PDs and DHs.	Franci Bay and Liz Rexford	Report at next FC meeting
6.	Submit Faculty Council items for discussion at next Extended Cabinet meeting	Peter Anderson	Sent Nov. 6

### Adjournment

Meeting adjourned 4:40 PM.

Chair \_\_\_\_\_

Date \_\_\_\_\_