



FACULTY COUNCIL MINUTES

Date	December 1, 2020
Location	Blackboard Collaborate (COVID)
Time	3:00 pm

Attendees

Role	Name
Chair	Peter Anderson
Minute Taker	TK Krpec
Attendees	Peter Anderson, Liz Rexford, TK Krpec, Amy Acord, Andrew Berezin, Brady Hutchison, Hector Weir, Susan Denman-Briones, Debbie Lutringer, Kamille Yagci, Muna Saqer, Ava Humme, Ross Couvillon, Pat Korenek, Obi Nwosu, Larry Jenkins
Absent	Demitrius Moore, Gary Bonewald, Willie Myles


Call to Order

Meeting called to order at 3:00

Information Items

	Description
1.	<p>New Business</p> <ol style="list-style-type: none"> 1. SGL Parking (the image referred to is attached below in the “Other” section) <ul style="list-style-type: none"> • In an email from Troy Jefferson, everything in the image that is within the red boundary is considered visitor parking (in the gate). Everything in the yellow is not considered visitor’s parking, and you could still be ticketed for parking there. Up until the election, parking in visitors parking was free but it no longer is. If students wish to pay their tickets, the number given by UH is 832-842-9082. Provide your license plate number, so the citation can be pulled. • The only visitors parking is within these red lines, and that goes for everybody that does not have a U of H parking tag, including the elderly and handicap. (Do not park in front of Brazos Hall without a tag, even if it’s for 5 minutes. You will get ticketed) • Liz motioned we take this to Troy Jefferson and VP Kocian and Collins to discuss these issues. She suggested asking if a U of H representative could be present. Ava seconded. 2. Sanitation <ul style="list-style-type: none"> • There have been a few issues raised by instructors regarding their concern that their classrooms are not being cleaned. Mike Feyen said he was not aware of these issues but will take care of them. If anyone is in need of cleaning supplies, approached your department chair, division head, or the building supervisor. • TK asked if there is a way we could have cleaning times and days posted in each classroom. Amy motioned to inquire about this with Mike Feyen. Liz seconded. 3. TASB Review

	<ul style="list-style-type: none"> • Community and Government (Peter and TK) - Level One, Two, and Three administrators are not clearly illustrated. Level Three states that issues should be resolved by the president or a designee appointed by the president. This will cause a lot of issues for the president to handle, and it does not provide clear communication on who the president’s designee is (this was represented in most sections reviewed). In the “Request for Public Information” section, it states that hand-delivered requests should be delivered to 911 Boling Highway but does not give a specific location. In the “Community Expression for the Use of College Facilities” section, in the “No Approval Required” subsection, it states unlocked facilities can be used when they are not being used by the college. Does this apply to the baseball field? In advertising and fundraising, under “Promotional Activities,” it states that promotional activities must be approved by the president. Does everyone contact the president directly? • Instruction (Ava) – Grade disputes are unclear. Reverting to the old process was suggested. This sections also designates Level One, Two, and Three administrators, and a major concern is that most students would not understand or know who falls under the various levels. In addition, the form provided is a one size fits all form and does not distinguish from academic disputes and harassment or discrimination complaints. • Students (Amy, Hector, Ross) – FK local student activities - the president or a designee needs to be approached, but the process or chain-of-command isn’t clear (echoing the community and government section above). There was no mention of student events, such as trips or fundraising, other than monetary information. Attendance policies are unclear. The way it’s written, it sounds like the president dictates attendance policies. In the “Wellness and Health Services Section,” will COVID-19 regulations be included? And in the “Immunization” section, too? In the “Student Welfare” section, it mentions cyberbullying, but does not take mention of cyberbullying off-campus. In “Solicitations,” items being sold are mentioned but student services, such as student tutoring, are not mentioned. Student records includes an exhibit prayer the definition of crimes of violence. Why is this included, here? Student activities - under student sponsor activities, there is no local section. Why? In the “Tobacco Use” section, it defines tobacco use but does not list the policy. In the “Student Rights and Responsibilities” section, “Student Conduct” subsection, the definition of school premises may not include remote learning or field trip areas. It seems some sections are vague while others are overly detailed. • Some sections referred to rules and guidelines in other section but do not give guidance on where to find those. Perhaps this could be added.
2.	<p>Old Business</p> <ol style="list-style-type: none"> 1. Faculty Council minutes for November were approved via email 2. Board of Trustees meeting notes were sent out via email. <ul style="list-style-type: none"> • Andrew Berezin mentioned that Board of Trustees members asked about synchronous online learning, and wondered if changes in the requirements for online classes would be implemented in the spring. LAC has been firm stating that no new requirements would be necessary for the spring. Brady asked that, if instructors are being urged to have a greater face-to-face presence in the spring, executive administration also do the same thing and be present to

	<p>guide students to the appropriate outlets when the spring semester begins across all campuses.</p> <p>3. Extended Cabinet meeting notes will be sent out by TK as soon as he receives the recording.</p>
3.	<p>Other</p> <p>4. Liz Rexford moved to adjourn the meeting. Ava seconded.</p> <p>TASB List and Dates for presentation:</p> <ul style="list-style-type: none"> Community and government – Peter, TK, Willie (December) Instruction – Oby, Ava, Kamile (December) Students – Amy, Hector, Ross (December) Local government - Liz, Andrew, Gary (January) Business and support - Demetrius, Muna, Laurence (February) Personnel - Pat, Debbie, Brady (March) Basic district foundations - Peter, Hector, TK (April) 

Action Items

	Description	Responsible Party	Due Date/Status
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1.	Take SGL parking issues to Troy, VPs, and Uh representative	Officers	Before next meeting
2	Ask Mike Feyen about cleaning procedures/posting of classroom cleaning times/dats.	Officers	Before next meeting.
3.	Read TASB sections	FC Reps (January presenters)	Before next meeting
4.	Schedule Next Meeting	Peter Anderson	Before Next Meeting

Adjournment

Meeting adjourned 4:15 PM

Chair

Date