

FACULTY COUNCIL MINUTES

Date	October 6, 2020
Location	Blackboard Collaborate (COVID)
Time	3 pm

Attendees

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

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. Michelle Betancourt addressed online accommodations. <ul style="list-style-type: none"> • Oral testing is done through a program called Read Speaker. If you get an oral testing accommodation, email Kim Ashburn and she will email you instructions for the instructor and student. Keep in mind the test timing because it takes longer for a question to be read out loud. • Testing breaks for students need to be discussed between the student and instructor. The instructor does not need to know the reason for the breaks, just what is sufficient for that individual student. Short breaks can allow the student to remain on camera. Implement a “no-backtracking” policy to prevent cheating. For longer breaks, remaining on camera isn’t ideal. The test may need to be broken into sections. DE has documentation to help with this. • Leniency of absences/modified attendance requires the instructor and student to sit down and fill out a form, which should be sent out with the ADA email, to determine how this will take place. • Students may waive accommodations if they do not want them. They do not have to have the accommodations if they choose not to utilize them. • Susan Denman-Briones has sent out a list of accommodations that everyone can refer back to. If any complications arise, please contact Susan for clarification. • Instructors should respond back to disability service’s email with a detailed list on how they’re meeting student accommodations. 2. Masks on campus <ul style="list-style-type: none"> • Students complaining about faculty not wearing masks. Students are using this as a way to get out of wearing masks themselves. Liz mentioned that instructors do not have to wear masks within the office. Also, the governor says that if you’re an operator of a meeting, such as a faculty member, you do not need to wear your mask.

	<p>The justification for this is so that you can be heard, and so that those who read lips can be accommodated.</p> <ul style="list-style-type: none"> Remember, this new reality is not ideal, but we should try and wear masks wherever possible to set an example unless you have a medical exemption. <p>3. Parking at Sugar Land</p> <ul style="list-style-type: none"> When the bookstore parking lot isn't available, there are no day passes. The solution to this was to have students by a semester past and receive reimbursement later. Employees and students are being ticketed often, sometimes even when they have the parking tag. When these individuals called to appeal, the phone was never answered. They reach someone through other avenues, but these avenues refuse to forward them to the correct location. Liz Rexford moved to bring this to Extended Cabinet. Andrew Berezin seconded. Motion passed. <p>4. Security Issues</p> <ul style="list-style-type: none"> An instructor had their identity stolen. It was reported that this was not the only person. Liz suggested this shouldn't be brought to Extended Cabinet and should be taken to the Vice Presidents. The majority agreed. Officers will contact VP Youngblood for more information and get back to Faculty Council.
2.	<p>Old Business</p> <ol style="list-style-type: none"> Approval of September minutes. – Minutes approved via email prior to meeting. Report from Board of Trustees Meeting – typed notes from the meeting were provided. Report from Extended Cabinet Meeting - typed notes from the meeting were provided. Student IDs and Monitors <ul style="list-style-type: none"> All monitors are up and working. Andrew mentioned that ID issues should be brought up by students. TASB Sections <ul style="list-style-type: none"> The first two sections should be presented in the October meeting, the next three should be presented in the November meeting, the next three should be at the December meeting, and so on. Officers will send out a reminder email with a schedule. Send a written document of your notes if possible. You should be looking for any potential problems when reviewing these documents.
3.	<p>Other</p> <ol style="list-style-type: none"> Liz Rexford moves to adjourn the meeting. <p>TASB List and Dates for presentation:</p> <ul style="list-style-type: none"> Community and government – Peter, TK, Willie (October) Instruction – Oby, Ava, Kamile (November) 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)
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Action Items

	Description	Responsible Party	Due Date/Status
1.	Contact VP Youngblood for information on stolen identities.	Officers	ASAP
2	Send out a reminder email with the TASB schedule. See the list within these minutes.	Officers	Before next meeting.
3.	Present parking concerns at Extended Cabinet.	Officers	Oct. 2020

Adjournment

Meeting adjourned 3:45 PM

Chair

Date