

## FACULTY COUNCIL MINUTES

<b>Date</b>	<b>Tuesday, December 3rd, 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, Andrew Berezin, Brady Hutchinson, Oner Celepcikay, Marci Espinosa, Pat Korenek, David Camejo, Frank Becak, Demetrius Moore
<b>Absentees</b>	Carl Price, Jackie Cooper-Edwards

### Call to Order

Meeting called to order at 3:15 pm

### Information Items

	<b>Description</b>
	<b>New Business</b> 1) Quorum made 2) Faculty Evaluation Council a) Rubrics were created for committee members to evaluate the chair and the chair to evaluate committee members of each standing committee. Two rubrics were created to be chosen from. These rubrics will be sent to the chairs. Currently, questions reside in which committees this will apply to and what the deadlines will be for these evaluations. Attendance will play a role in these evaluations.
	<b>Old Business</b> 1. Minutes from the October Faculty Council meeting approved 2. Extended Cabinet Notes a) power will be off the first day for the winter mini-mester for the Wharton campus only 3. ADA/Extended Cabinet/Monitors a) The monitors are still nonfunctioning for the time being. This will change when the president is satisfied with how the information is displayed on these monitors aesthetically. 4. Student IDs a) We are currently waiting on the WCJC Security Committee to present a plan for IDs. Since Allied Health students have student IDs, this creates two tiers of students. Liz suggests getting student Government Association involved. Barbara and Hector question why this isn't included in student fees. Barbara asked for a timeline on the proposal and states that this is a safety issue. 5. ADA Letters a) New wording on the ADA statement has caused confusion as to the process

	<p>in which students' ADA accommodations are acknowledged. According to the new statement, if the students do not approach the teacher, it is the teacher's responsibility to approach the students. Liz asked if we could revert to the old system due to the difficulty of approaching students. Some are worried about disclosure agreements. It is possible to use email to get in touch with students. Some members suggest that this puts all of the pressure on faculty. Francine motions to table this until next meeting. Marci seconds.</p> <p>6. Scantron/Copiers</p> <p>a) There is a new Scantron machine outside Dr. Malmberg's office. Despite the new paper, there are still copier issues. It is best to print copies on one side of the paper only. Andrew asks that there be routine checkups on these copy machines. Peter responds that Faculty Council will contact Dr. Malmberg about this.</p> <p>7. Marketing</p> <p>a) Marketing was not receptive to our asking for a formal process for requesting marketing to be at school events. They stated that there is already a process. Faculty Council asked that marketing give a presentation during convocation week to clarify this process. Hector expresses his concerns that any kind of guidance would be helpful.</p> <p>8. Program Manager/Department Heads Summer Pay</p> <p>a) When presented with a vote, not every department head responded. As it stands right now the "yeses" have taken the lead. 12 people haven't voted, though. Gary moves that Peter email those that haven't responded yet. Marci seconds. This issue will be on the agenda for the next meeting.</p> <p>9. Clinic/lab/studio Practicum Pay</p> <p>a) As of the end of the semester, David Camejo will be leaving W CJC. Someone will need to replace his duties on this forefront. Before leaving, he collected data from each science field on the amount of hours of extra work put into each class. He sent out documents with this information. We are still waiting to hear from Allied Health on their hours put into lab preparation. Peter will contact allied health in hopes of a response.</p> <p>10. Marci motions to adjourn. Hector seconds.</p>

### Action Items

	Description	Responsible Party	Due Date/Status
1.	Contact Dr. Malmberg on routine copy machine maintenance.	Peter Anderson	Before next FC meeting
2.	Contact Pres. McCrohan on setting up a marketing presentation for convocation.	Peter Anderson	Before convocation
3.	Email division heads or program directors that haven't responded.	Peter Anderson	Before next FC meeting

### Adjournment

Meeting adjourned 4:45 PM.

Chair

Date