

### FACULTY COUNCIL MINUTES

<b>Date</b>	Tuesday, Oct. 5, 2021
<b>Location</b>	Via Zoom
<b>Time</b>	3:00 pm

#### Attendees

Role	Name
<b>Chair</b>	Peter Anderson
<b>Minute Taker</b>	Liz Rexford
<b>Attendees</b>	Peter Anderson, Liz Rexford, TK Krpec, Hector Weir, Susan Denman-Briones, Tracy Simmons-Willis, Erma Hart, Pat Korenek, Arthur Vallejo, Debbie Lutringer, Larry Jenkins, Willie Myles, Amy Accord Gary Bonewald, Obiagelia Nwosu and Ross Counvillon
<b>Absent</b>	Brady Hutchinson, Russel Braeuer (in class), Ava Humme

#### Call to Order

Meeting called to order at 3:09
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#### Information Items

	Description
<b>1.</b>	<p><b>New Business:</b></p> <p>A. Morale: After some discussion about the continuing decline in moral at all WCJC campuses, the member of FC voted in favor of adding this issue to the survey to be sent to faculty about the strategic plan. Faculty members will be asked to submit suggestions on how to boost enrollment, and what the faculty would be willing to do to help market WCJC. This information, once gathered and analyzed will be presented at Extended Cabinet.</p> <p>B. The FC members felt that one way to boost morale and keep students engaged would be to revive the tradition of having more faculty versus student athletic activities and to also revive faculty versus faculty events. Student events will be requested via Dean McPhersons office, and faculty events will be requested by asking for President McCrohan’s approval.</p> <p>C. At the recent Extended Cabinet meeting a new process for reviewing the changes to college procedures was discussed. To expedite this process, and to provide documentation of the review the FC voted in favor of asking the individual in charge of making the proposed changes or updates to the procedures to make a short presentation to FC so that members can truly understand the reasoning and impact of the changes. This will also provide the needed documentation for SACs review.</p> <p>D. FC members also discussed the need to have a more visible presence at local events where there is the potential to recruit students and provide more exposure for the WCJC “brand”. This issue was raised by a citizen to a faculty</p>

	<p>member at the Fort Bend County Fair parade. FC members agreed to address these issues in the report discussed in Item A under New Business and add this information to the presentation to Extended Cabinet.</p>
<p>2.</p>	<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>A. FC members had previously reviewed and approved the Sept. minutes via email.</li> <li>B. FC members were provided with notes on the Board of Trustees meeting and Extended Cabinet meeting as information items.</li> <li>C. The members of FC approved the submission of a revised document regarding Dept. Head (DH) and Program Director (PD) pay to be submitted to the DHs and PDs currently serving on FC for comment. At the next meeting the FC will vote on whether or not to send the document to all DHs and PDs for approval.</li> <li>D. Amy Acord made a presentation on the status of the survey on the Strategic plan. Some education about the Strategic Plan will need to be included in the survey and the survey will need to be submitted in an anonymous format. Several FC members offered to help Amy with this survey.</li> <li>E. The members of the TAC committee requested that specific information about computer issues be sent to them. For immediate help an IT ticket should be submitted, but for the purposes of long-term improvement feedback on how IT tickets were handled, persistent issues with computers and request for more training should be sent to TAC members.</li> </ul>
<p>3.</p>	<p><b>Other:</b></p> <ul style="list-style-type: none"> <li>A. The situation at the Testing Center at SL was discussed. Currently the testing center is not available on Fridays, and several afternoons during the week. This is a staffing issue but presents significant concerns for faculty who must try to balance fairness to all students by either having students who need the testing center take a test early or take the test several days after the rest of the class. Neither of these options is fair. This item will be taken to VP Collins to see if there is any possible solution that can be implemented quickly.</li> <li>B. The concern about the lack of supplies such as scantrons and bluebooks at the SL campus was raised again. Rexford stated that at EC Mr. Prasifka the campus director reported that some of these supplies are available in limited quantities at the front desk. Rexford also stated it was suggested that faculty members be able to hand out some of these supplies in the interim. FC members agreed that for the interim faculty should request some of these supplies from the department to enable their students to be successful and to ensure that students re-enroll for the spring semester.</li> </ul>



<b>4.</b>	<p><b>Extended Cabinet Items:</b></p> <p>A. Updates on the following issues:</p> <ul style="list-style-type: none"> <li>Signage at the SL campus</li> <li>Live-streaming or broadcasting Board meetings</li> <li>Installation of water fountains.</li> </ul>
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**Action Items**

	Description	Responsible Party	Due Date/Status
<b>1.</b>	Testing center hours at SL	Anderson	ASAP
<b>2.</b>	Strategic Plan/Enrollment/Morale Survey	Acord, Rexford Anderson, Nwosu, Simons-Willis	Before next meeting.
<b>3.</b>	DH and PD survey	Rexford	Before next meeting
<b>4.</b>	Updates on copier scanning functions	Anderon	Before next meeting
<b>5.</b>	Student events sponsored by FC	FC members	On-going

**Adjournment**

Meeting adjourned 4:14 pm.

Approved by FC on: Oct. 21. 2021