

FACULTY COUNCIL MINUTES

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| Date | Tuesday, March 1, 2022 |
| Location | Via Zoom |
| Time | 3:30 pm |

Attendees

| Role | Name |
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| Chair | Peter Anderson |
| Minute Taker | Liz Rexford |
| Attendees | Peter Anderson, Liz Rexford, TK Krpec, Susan Denman-Briones, Erma Hart, Pat Korenek, Arthur Vallejo, Debbie Lutringer, Obiagelia Nwosu, , Kelly Eldridge, Russel Braeur, Ross Couvillon, Larry Jenkins, Hector Weir and Tracy Simmons Willis |
| Absent | Brady Hutchinson, Gary Bonewald, Ava Humme and Willie Myles |

Call to Order

Meeting called to order at 3:36. Quorum verified.

Information Items

| | Description |
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| 1. | <p>New Business:</p> <p>A. Presentation by Michele Betancourt on new LMS system. Michele discussed the timeline for the implementation of the new LMS system (D2L/Brightspace). Training will start on April 4, 2022 and will be composed of four mandatory modules: Navigation and Communication, Design and Content, Assessment and Activities, and Grading and Tracking. There were also be some optional modules. DE will unveil a training schedule which will have three tracks: a fast track for more sophisticated users, a regular track for those with good skills and some comfort using LMS systems, and a developmental track for those who need a slower paced training schedule. Each track will be available in either four distinct modules or via a boot camp one day extensive training. Training will be face-to-face, zoom or online. DE is working with administration to get faculty paid for training. The anticipated date of going live is the start of Summer II, with only a few instructors to try to work out any "kinks or bugs" in the system. DE is still looking for peer mentors.</p> <p>B. After extensive discussion, the proposed Faculty Association Constitutional Amendment was passed with some modifications. The modifications did not alter the intent of the amendment; they either corrected grammatical errors or added clarification.</p> <p>C. To ratify the proposed amendment, the Faculty Council will be calling a meeting of the Faculty Association and encouraging all full-time faculty who</p> |

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| | <p>are eligible to vote on the amendment to attend. The meeting will be held via Zoom on Thursday, March 10 at 4:00. All FC members were encouraged to reach out to the faculty in their divisions to attend the meeting. To ratify the amendment there must be a quorum present.</p> <p>D. Peter also asked all FC members to respond to the Satisfaction Survey in the newsletter sent out by VP Allen and to encourage other faculty members to complete the survey.</p> |
| 2. | <p>Old Business</p> <p>A. Sugar Land Testing Center: Positions have been filled and the new employees should be available soon.</p> <p>B. Access to Fitness Centers: The position for the Wharton Fitness center has been advertised and a hiring committee has been formed.</p> <p>C. The notes on the Board meeting and Extended Cabinet meeting were previously circulated for informational purposes. They will be attached to the minutes.</p> |
| 3. | <p>Extended Cabinet Items:</p> <p>A. Update on Status of Strategic Plan: This has become a standing item on the Extended Cabinet agenda at the request of the FC. This will be expressed in terms of an update on actions in Fort Bend.</p> <p>B. Request for Marketing Presentation: This request has been made several times, asking marketing to provide a list of where we currently market and include a discussion of any bilingual materials and specific ideas for faculty participation in marketing to increase enrollment. This presentation could be made to FC or EC.</p> <p>C. Update on Stipend/Bonus for Faculty and Staff: This was not addressed at the Feb. EC meeting and was an item President McCrohan said she would investigate.</p> <p>D. Update on the status of signage at Sugar Land: This items was also not addressed at the last meeting, and has been on the EC agenda repeated times.</p> <p>E. Request for a follow up on Web Page Revisions: What is the anticipated timeline for revising the web pages and is there a possibility to fix broken links and actually have live faculty links.</p> |
| 4. | <p>Other Items:</p> <p>A. Safety Issues during Power Outages: The recent power outage at the SL campus was another reminder that there is no mechanism in place to safely removed disabled individuals from the second floor in the event of a loss of power. This issue will be taken to the Disability Committee and to the Safety Committee.</p> |

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| | <p>B. There was a significant discussion of the lack of any bilingual marketing materials or marketing materials for distribution at club or other events. This will be added to the discussion of marketing at the Extended Cabinet.</p> <p>C. It was discussed whether it would be possible for HR to streamline our available jobs on the web page. Doing so would make this more easily available to applicants and to make it easier to identify new postings of significance. Perhaps making distinctions between staff, faculty and other positions would be beneficial.</p> |
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Action Items

| | Description | Responsible Party | Due Date/Status |
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| 1. | Extended Cabinet Items | FC Officers | Submission for meeting in March 2022. |
| 2. | Revisions to Constitutional Amendment and scheduling of Faculty Association Meeting for Amendment Ratification | Anderson and Rexford | Revisions no later than March 7 meeting on March 9. |
| 3. | Alerting Disability Committee and Safety Committee of Power Outage Concerns | Rexford | ASAP |
| 4 | Request for FC members to encourage participation in March 10 meeting and Satisfaction Survey | FC members | ASAP |

Adjournment

Meeting adjourned 4:22 pm.

Minutes approved at April 5, 2022 meeting.
Signed by FC Chair Peter Anderson on April 7, 2022.

Wharton County Junior College (WCJC) Faculty Association Constitutional Amendment Proposal

Regarding Votes of Confidence, and No-Confidence

Within a community college committed to shared governance, in times of uncertainty or distress, there must be a formal pathway for faculty to communicate strong support for the administration, or significant concern regarding the actions, practices and/or behaviors of an executive member or members of the administration as well as the officers of the Faculty Council (FC). For the purposes of this amendment executive members of the Administration shall be identified as the President, Vice-Presidents, and Deans, Faculty Council Officers shall be identified as the Chair, Vice-Chair and Secretary.

Although faculty recognize that the result of any such vote is non-binding on WCJC administration, it is nonetheless a valuable and important component of shared governance, one of the foundations for academic success and integrity. With regard to FC officers, however, the vote is binding and will result in new elections at the discretion of the remaining FC members. The FC officers who are removed will be able to remain on the FC and will be able to continue as voting members.

At Wharton County Junior College, faculty may express their support or disapproval by initiating

- 1) a Vote of Confidence,
- 2) a Vote of No-Confidence.

A **Vote of Confidence** may be appropriate in two instances: 1.) to show unanimous support for an individual (administrator or FC officer), or 2.) in those times when faculty believe that the administration or Faculty Council Officers have acted inappropriately in censuring, demoting, or removing an executive member of the administration or when one of these members is under censure from outside the WCJC community. The purpose of the Vote of Confidence is to clearly demonstrate support for the affected administrator and to provide the rationale for that support. This vote can also be taken as a way to collectively show support for a FC officer.

A **Vote of No-Confidence** may be appropriate when the actions, practices, or behaviors of the administration or Faculty Council Officers are so grievous that they require swift or immediate condemnation of the action, practices or behaviors of the administrator. A vote of No-Confidence must not be taken frivolously or hastily, but must remain an option when concerns, or issues properly expressed go without remedy or recognition

Process for Administrators, or Faculty Council Officers:

The Faculty Association may call for a Vote of Confidence, or a Vote of No-Confidence in executive members of the WCJC Administration. Similarly the Faculty Association may also call for a Vote of Confidence or a Vote of No-Confidence for the Faculty Council Officers. To ensure a fair and orderly process, and to give the administrator(s) or Faculty Council Officers an opportunity to respond to Faculty Association concerns, a two-step procedure will be followed.

Step 1: At any regular or specially called meeting of the Faculty Association where a quorum has been established, any member¹ of the body in session may introduce a motion of Confidence, or No-Confidence regarding an executive member of the administration or FC Officer. Such motion shall state the rationale for the proposed action. Upon seconding, the motion shall be discussed and then members shall vote by anonymous ballot to either:

- a) Continue Proceedings,
- b) Do Not Proceed, or
- c) Abstain.

If a majority of faculty in attendance vote for continuance of the proceedings, the issues or concerns giving rise to the motion will be stated in writing, and provided to the administrator or FC officer in question, who will have seven (7) days, inclusive of weekend days, but excluding holidays, to respond, in writing, to the Faculty Council. Any such response will be distributed to all faculty members who are eligible to vote² In the case of a Vote of Confidence, the respondent may waive the response period.

Step 2: Upon a **vote to Continue Proceedings**, the FC Chair or appointed member of the FC, shall, no sooner than ten (10) days, inclusive of weekends, from the date of the original motion but no later than fourteen (14) days, call a weekday meeting of the Faculty Association. At that meeting, only the motion of either Confidence, or No-Confidence shall be considered, there would be no option to abstain. Upon completion of discussion, the FC Secretary, or FC designee shall conduct an anonymous ballot. The motion in question shall be adopted upon a two-thirds majority vote of members in attendance. The FC will validate the results and send them to the appropriate person – the President in the case of a vote concerning a Vice President or a Dean, a Vice-President if the vote concerns the President, the FC members in case of a vote of the FC officer.

A) Restriction Regarding Votes of No-Confidence In regards to both University Administrators and Faculty Council Officers:

In order to ensure that votes of No-Confidence are not taken frivolously or hastily, only one vote regarding a particular administrator can proceed to Step 2, and be conducted, each calendar year.

¹ See FC Constitution Section 2.0: Membership (In general members included all employees in the instructional divisions of the College. This includes professional librarians, academic counselors and full-time faculty. Part-time faculty and emeritus faculty are associate members and cannot vote. Division Chairs are members who can vote but cannot serve as a member of FC).

² See FC Constitution-or as stated above, part-time and emeritus faculty cannot vote.

Amendment Proposal approved on March 1, 2022 by a majority vote of the Faculty Council with a quorum present and documented.

Amendment Ratified on March 9, 2022 with one vote against the amendment by the members of the Faculty Association with a quorum present and documented.

Signature of Faculty Council Chair

Date