



DETAILS	
Date	April 2, 2024
Time	3:15 pm
Location	CDC Room and Zoom

**I. Attendance**

ATTENDEES						
Chair	Elizabeth (Liz) Rexford					
Vice Chair	Peter Anderson					
Secretary	Haydee Ruiz					
Attendance	Member	Present	Absent	Member	Present	Absent
	Marci Espinosa	X		Karl Johnson	X	
	Gina Wilson	X		Frank Becak		X
	Jeff Tix	X		Muna Saqer	X	
	Matthew Tougas	X		Hector Weir	X	
	Joseph Reeve	X		Kenneth Grubb	X	
	Latasha Herndon		X	Amber Barbee	X	
	Melissa Moore	X		Jessi Snider	X	
	Justin Guidry	X				
	Haobo Yang		X			
Others Present						

**II. New Business**

DISCUSSION
<p><b>1. <u>Approval of February and March Faculty Council Minutes</u></b>  Faculty Council members approved the minutes through email before the meeting. Liz stated that the April minutes will be set out for review and encouraged everyone to approve the minutes promptly. There will be no May meeting unless an issue arises. Liz stressed that it is easier to approve the minutes as soon as they are sent as we tend to forget information as days pass.</p>
<p><b>2. <u>Approval of Board of Trustee notes</u></b>  Liz reported that an issue that stood out during the March meeting was the underestimated cost of the building at the Bay City campus. Liz stated that items would need to be removed to fall within the cost parameters, and will need to stay within the cost parameters as the state provided funding. Liz pointed out some of the issues as the bid was revised. Liz commented that this would raise a question as to how it would affect the expansion and/or renovation at the Richmond campus or a new student center at the Wharton campus due to the HB8 funding.</p> <p>A motion from Matthew Tougas, seconded by Amber Barbee, to accept the notes as written and to include them in the minutes was made. The motion carried with all in favor.</p>

**3. Update on Turnitin Committee**

Liz reported that the Turnitin committee has met. Matthew commented that he was to be part of the committee, but has not received notices of the meetings. Liz pointed out that Faculty Council forwarded Matthew's name to be part of the committee. Liz will send an email to Thersa Krobot to place Matthew on the committee. Peter stated that the college is not getting rid of Turnitin. The goal is to evaluate other services in a better, worse, or equal status, and make a recommendation if the college should continue with Turnitin. Amber pointed out that Turnitin's cost keeps rising but if Turnitin is selected then the college would need to budget for the software.

Liz commented that Faculty Council members who represent faculty that use Turnitin should keep the faculty up-to-date on the process, and let the faculty know that the committee is exploring alternatives, and no decision has been made.

**4. Spring Faculty Council Social Event**

Liz asked if the Faculty Council members would be interested in attending a spring social event. Last year it was held near the Sugar Land campus, this year it would be held near Boling. Liz and Peter found a venue that offers a full menu, has a pond, and is kid-friendly. Liz asked the members if they would be interested. The members thought it was a great idea.

The event would take place on the Thursday or Friday before finals. Dates will be sent along with the April minutes.

**III. Old Business**

**DISCUSSION**

**1. Program Director, Department Head Summer Pay**

A meeting with Leigh Ann has been scheduled for April 19<sup>th</sup>. The meeting outcome will be discussed in the fall.

**2. Social Media Issues**

Liz commented that an email was sent to President McCrohan. However, the Faculty Council officers have not received a response.

Liz asked the Faculty Council members if the issue should still be pursued, and Faculty Council members agreed that the issue should be discussed. Liz will reach out to President McCrohan to set a meeting.

**3. Banner Issues**

Liz commented that more instructors have reached out and they are noticing that more students are dropping their courses due to the issue of being able to enroll in courses at two different campuses and only having 10 minutes for travel.

Liz would like clarification on the issue, as it is not a division issue, but a Banner scheduling planner issue. Muna asked who is responsible for programming Banner, as there should be a solution. Liz commented that the issue falls under VP Allen's office. Liz stated that Melissa's concern about students enrolling in the incorrect math courses was not addressed. Matthew commented that the core of the question was not answered, and the email response did not focus on student success or safety. Liz stated that it could be a miscommunication of the request

that the Faculty Council is bringing forward. No one contacted the Faculty Council officers to clarify the issues instructors are currently facing.

Liz commented that if faculty reaches out to any Faculty Council members regarding the issue, to let faculty know that Faculty Council officers will try to get clarification on the issue.

#### IV. Extended Cabinet Items

##### DISCUSSION

##### 1. Agenda Items for April Extended Cabinet

Liz mentioned that the following topics will be placed on the April Extended Cabinet agenda, and asked if any member wanted to add additional items. Members did not have any additions.

- a. Update on Richmond Expansion
- b. HB8 Response Plan

Liz mentioned that staff members will be requesting half-days on Friday and encouraged Faculty Council members to log on to provide support to our staff members. A student may be present at Extended Cabinet.

#### V. Other Items

##### DISCUSSION

Liz thanked all Faculty Council members who have served their 2-year term and explained the process for the Faculty Council members who are returning in the fall. Liz stated that all Faculty Council meetings will continue to be on the first Tuesday of the month.

#### 1. Action Items

ACTION/DISCUSSION ITEMS FOR THE NEXT MEETING	OWNER	DUE
Add Matthew's name to Turnitin Committee	Rexford	Done
Attach social event dates along with April minutes	Ruiz	
FC officers to meet with LAC	FC Officers	April 19th
Liz to send an email for a meeting with President McCrohan	Rexford	
Send Extended Cabinet agenda items	Rexford	Done

#### 2. Adjournment

##### ADJOURNMENT

1. The meeting adjourned at:	3:48 pm
2. Signature Approval:	Elizabeth (Liz) Rexford

# Board of Trustee Notes

## March 26, 2024 Meeting

1. Quorum established. Previous minutes adopted.

2. Special Items

- Mr. Pope stated that the Strategic Envisioning Committee had met Dinispheres and he has requested that a special workshop be held before the next Board meeting to discuss the proposals for the Richmond campus.
- Ms. Rod stated that the Board retreat was well attended and that the Board accomplished a great deal at the retreat.

3. Presentations:

- VP Allen presented an update on the FASFA process. Recent changes to the process at the federal level have caused a number of issues around the US. WCJC is working to resolve all issues at the college level. There are some equity issues to be worked out and that the major frustration is a lack of information at this time.
- Mike Feyen provided an update on various physical plant projects around the college's campuses. The initial costs for the Bay City campus were greatly underestimated and the college is currently working with the designer to get the costs down to be more in line with the state appropriations. The costs will still be higher than the estimates due to costs for cyber security and the fact the square footage is actually more than estimated. He also stated that the college is working on a new design for the student center on the Wharton campus.

4. Reports

- VP Kocian provided the monthly fiscal report for February. We are 50% through the fiscal year. Currently the college has about a \$16 million

surplus but the college is about to approach the “lean months” when tuition revenues and other revenues are minimal.

5. Consent Agenda: No items were removed for discussion. Items of note are listed below.

- Several student fee increases for various vocational programs were approved.
- The funding for the Bay City building improvements was approved.
- The FY 2024 Budget Adjustments were approved.
- Funding for various pieces of equipment for EMT students was approved out of TRUE grant funds.
- Funding for the Motimatic Student Engagement Platform for recruitment and reengagement was approved from Title V Funds.
- Several personnel issues were approved.

6. No Executive Session meeting adjourned.