



Academic, Governance, and Strategic Planning Council Recap

CHEC 135 September 18, 2025

Attendees: Dr. Neil Matkin, Dr. Bill King, Melissa Irby, Dr. Abe Johnson, Dr. Jay Corwin, Monica Velazquez, Mary McClure, Dr. Wendy Commons, Dr. Christine Millard, Cherry Brown, Dr. Matt Hamilton, Dr. Randy Kinnett, Diana Gingo, Tiana Matijevic, Laura Varnell (note taker)

Action Items

1. Faculty Council Recommendation on Syllabus Content and Development of Course Policies – Dr. Abe Johnson/Dr. Matt Hamilton

(handout provided)

- Passed unanimously by Faculty Council. The intent is to remove ideological, political, and otherwise non-instructional statements or commentary unrelated to student learning outcomes or success from syllabi.
- Syllabi will be used only for the purpose of communicating expectations and requirements of the course.

Cherry Brown motioned to approve. Second by Matt Hamilton. Vote carries.

Discussion Items

1. Faculty Council Resolution - Abe Johnson

(handout provided)

- Dr. Johnson reviewed the handout of the resolution.
- Highlighted points of special attention:
 - Paragraph 4 - Academic freedom requires *academic responsibility*.
 - Paragraph 5 – *Civility through discourse*. This is especially needed in the current environment. All must keep focused on the college and

the students. Dr. Matkin is proud of our faculty and staff for generally staying neutral and focusing on our students.

2. Student Reinstatement SOP – Abe Johnson

(handout provided)

- The Student Reinstatement Standard Operating Procedure is the result of a topic previously addressed.
- Associate Dean Dr. Weatherford worked with SES, seven faculty, members of the Registrar's office, and multiple deans, resulting in this draft.
- Dr. Johnson requested that the council review and provide feedback at the next meeting. Dr. Johnson will share feedback with Dr. Gwen Weatherford and will bring forward for a vote in October.

3. Fall Late WD Review - Jay Corwin

- Last spring, AGS Council discussed modifying the registration deadlines to an earlier date.
- Previously, students could add a 16-week class up to the fourth day of the semester, which all agreed was too late due to the amount of missed class time.
- The committee reviewed multiple options and felt stopping the Friday before was the best solution. The compromise reached was adding a registration stop on Tuesday instead of Thursday so students will only miss one class at most.
- SES monitored registration data to see the impact of the change. Preliminary data shows 5,510 course adds between the Friday before classes start to Tuesday. ~2,520 were late enrollees (had not registered in anything at all). Of those, 1,060 had never been registered at Collin before. SES will continue to monitor this group for student success in the coursework.
- Dr. Matt Hamilton expressed faculty concerns that students who don't attend the first day of class miss valuable information, such as links to courses, syllabi information, etc. Those are usually the students that either drop or start behind.

- Dr. Matkin stated that he strongly supported the hard stop prior to the first day of class based on data but backed the compromise with great reserve. However, he does still want to get the hard stop at the earlier date.
- **Dr. Matkin requested a comparison of the data year to year. This will be reviewed at the September 2026 AGS Council meeting.**

4. **Review and Discussion of Scholastic Dishonesty Board Policy FMA(Local) –**

Jay Corwin/Matt Hamilton

(handout provided)

- AGS previously discussed ways to strengthen response to scholastic dishonesty and improve response time.
- The handout presented three requested changes to the policies to fine tune. One change is to verb agreement between FLB(Local) and FMA(Local), the other two changes relate to the development of an Honor Council.
- Since the previous discussions, Faculty Council (FC) and SES have met to develop changes. Recommendations include the creation of an honor council, the addition of an option to plead “no contest”, and the development of an honor code (created by SGA and being reviewed by a faculty team).
- Dr. Hamilton reviewed the development of an honor council. There is concern over the number of DOS representatives available to serve on the panel. The suggestion from the FC working group is to change from two DOS representatives per panel to one per panel. Dr. Hamilton has requested that the working group have the procedures manual ready to bring to AGS in November.
- Dr. Matkin suggested that Dr. Hamilton attend the OEP meeting to help clarify the changes for the Trustees.
- Feedback from the AGS Council –
 - The Honor Council process needs to be streamlined; the process does not seem viable.

- If this is a secondary offense level, do we need that many people on the panel?
- This was recommended by the previous FC, and the Honor Council model was developed based on other institutions.
- Procedures will be the next step, and the size of the honor council will be revisited.
- **Dr. Matkin requested the historical background of the honor council concept from past AGS minutes.**

Feedback Items - None

Information Items

1. Barnes and Noble First Day Complete (FDC) - Melissa Irby

(handouts provided)

- FDC was first mentioned to AGS in spring of last year.
- The proposed communication was reviewed and should go out tomorrow (9/19).
- Melissa Irby reviewed the handouts.
 - The price is a set fee per credit hour.
 - The selection of materials remains with faculty.
 - Materials are offered as a rental program for students with the option to purchase at a discounted rate during the return period.
 - Benefits – 1) less expensive for student on regular basis, 2) materials will be delivered to students by first day of class.
 - If student drops a class and enrolls in a different class, the bookstore will “swap” the materials. Barnes & Noble has committed to getting an implementation manager to help with that process.
- Consumable materials that cannot be returned and reused (such as lab kits, goggles, etc.) will still need to be purchased separately.

- The program will be called the Cougar Book Bundle to avoid potential misunderstandings with the phrase First Day *Complete* since consumables are not included.
- The college has committed to launch FDC in spring. There is an option for students to opt out, but participation is all or nothing. All students can still use OER.
- Some programs have been looking at opting out because the bundle is not beneficial for students in their program (ex: only one textbook used in the program so it's not cost effective to pay \$300 for one textbook). The college is still evaluating those programs.
- The landing page will have calculator to compare costs.
- The contract is still under negotiation. The business office is trying to get a trial period before committing to 5-year contract.
- Dual credit – the ISDs that have already purchased their texts will be allowed to opt out.
- **Dr. Johnson will get communication out to the faculty tomorrow (9/19).
Dr. Hamilton will inform FC tomorrow, as well.**

Round Robin

- Dr. Jay Corwin – come to the concert tonight!
- Dr. Abe Johnson – The faculty hiring manual has been updated, and General Counsel is reviewing the draft. It will be brought to the next AGS meeting for a vote.

Meeting adjourned at 4:29pm.