



# Academic, Governance, and Strategic Planning Council Recap

## CHEC 407 April 18, 2024

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**Members present:** Dr. Neil Matkin, Dr. Bill King, Dr. Abe Johnson, Melissa Irby, Dr. Jay Corwin, Monica Velazquez, Dr. Wendy Commons, Dr. Kerry Loinette, Tricia Murray, Dr. Rebecca Orr, Dr. Sukanya Subramanian, Laura Varnell (note taker)

**Members absent:** Mary McClure, Dr. Adrienne Caughfield, Dr. Krystal Humphreys

### Action Items

- Overload & Extra Service Assignment Procedures – **Dr. Johnson**
  - Handout: Overload & Extra Service Assignment Procedures

The procedure proposed has been reviewed by various stakeholder groups and now it is brought to AGS for a vote. The purpose of the procedure is for us to have clarity and consistency across the district and to be ready if any compliance questions are raised by SACSCOC. In complying with SACSCOC Principle 6, faculty must have time to fulfill all duties as faculty, not just teaching, such as, curriculum, program quality, and review. Based on the feedback from SACSCOC after their September visit, these procedures may have to be revised. Dr. Johnson will be informed of priority 2 overload assignments and must approve priority 3. The recommendations were to review this procedure in a year if approved.

Dr. Orr and Ms. Velazquez pointed out that the last bullet point under priority 1 procedures implies that Dr. Johnson will be notified of every OV assignment, and the statement should be moved to the end of the leading statement for priority 2. Dr. Johnson and the rest of the AGS Council agreed to make that amendment.

***Dr. Orr motioned to approve the overload & extra service assignment procedures with amendment, seconded by Dr. Sukanya Subramanian, motion was approved.***

- **Faculty Absence Procedures – Dr. Johnson**
  - Handout: Faculty Absence District Standard Operating Procedure

The procedures were reviewed and revised to create consistency across all campuses. A couple of points of clarification: full-time faculty can decide if they want to be paid or not when substituting for an absent colleague. However, if they choose not to be paid, it is not classified as college service per COE definition but it does count as student support/student service. Another change is that notification of absence previously went to the Associate Deans, office staff, and students. Now, notification goes to a distribution list (instruction office email) that includes relevant campus parties as central point of contact for absence, and the faculty notifies students. Having SOP allows for accountability. Ms. Velazquez asked, “What is the unwritten rule of what is considered “late” for faculty vs canceling the class? Can we clearly define this?” This is a clarification that needs to be worked on. Dr. Johnson stated operating procedure needs to go into the faculty manual.

Dr. Corwin stated the need to include the verbiage from the dual credit MOU regarding notification to the ISD in unforeseen absence. Dr. Johnson asked Ms. Velazquez to provide clarity on the definition of an “unforeseen” absence. The distinction between “unforeseen” absence due to emergencies and “unforeseen absence” due to accidental situations such as, oversleeping.

*A revised copy with dual credit verbiage will be sent for electronic vote before May 15.*

## Discussion Items

- Updates from meeting with Faculty Council (FC) - **Dr. Matkin**

Recently met with the faculty council. Discussions were held regarding the idea of a statement of professional ethics. Dr. Matkin also proposed adding an executive sponsor as a liaison between FC and the administration. Waiting for feedback from the faculty council.

On the other remaining outstanding request from FC on faculty Ranks, Dr. Orr stated that there are still many questions on faculty rank. FC is holding a town hall with workforce faculty. Discussions are still being held on other topics raised, but we will provide feedback as soon as possible.

- **Post-Swatting After Action Report – Dr. Bill King**

The report has been completed for a while, but Dr. King is waiting to present it to the board before making it public. Dr. King read summary items from the report to AGS members, focusing on the significant observations and corrective measures. Since the incident, the Avigilon system has been implemented and CRASE training is being rolled out to all faculty/staff. New campus mapping systems for first responders are in development. The cellular service project is underway to improve communications on all campuses. If the Board approves, Dr. King hopes to move Mike Messina into the police department so he can better coordinate during emergencies.

- **School Marshal Update – Dr. Bill King**

The numbers of marshals and their names are confidential. However, a substantial number of employees stepped forward to go through the training. They've now completed additional training above what is required by law. State training must be renewed every two years and marshals will complete additional training in off years.

**Feedback Items - none**

## Information Items

- **Faculty Compensation Market Study – Melissa Irby/Dr. Jennifer DuPlessis**
  - Handout: Faculty Compensation Market Study

A summary presentation was given out to provide a process overview. A peer analysis was done with the top 10 Texas community colleges for 0-5-10 years of experience. Also compared workforce salaries, and the department is working on equivalency language. For K-12 (dual credit), TASB data was used for daily/annual rates. HR is also looking at adjunct rates. Rates have already been compared with peer colleges, but the range is very broad and undefined, not the Collin way. Still completing study but hope to release results soon.

- **Faculty Concerns Regarding Cheating – Dr. Rebecca Orr**

Per the DOS office, the DOS is no longer allowed to address cheating the way it used to. Fewer students who are repeat cheating offenders are being removed from courses. The Disciplinary Appeal Board is seeing a decline in appeals, which lends to the belief that students are only getting reprimanded for cheating. COAID was intended to address these issues but is more focused on concerns with AI. Faculty has the option to give an "F", but there is no way for faculty to know if there's an issue with the student cheating in other classes. Also, some students have become very threatening towards faculty that report them to the DOS.

Dr. Corwin stated that 50-60-% of current DOS submissions are regarding AI, but our procedures haven't changed. That, plus threats from students, need to be investigated. If the same student gets a second offense (regardless of class), the response needs to be escalated.

### **Round Robin**

**Dr. Corwin** – A recommendation was received to change faculty seating at graduation. Chairs for faculty will be added to the end of each student row so that faculty surround students rather than sitting at back.

**Dr. King** – Laura and Kristy will work to get the fall AGS meetings scheduled. Plan to continue the same meeting frequency.