



# Academic, Governance, and Strategic Planning Council Minutes

## CHEC 407 October 19, 2023

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Attendees: Dr. Neil Matkin, Dr. Bill King, Dr. Allison Venuto, Dr. Jennifer DuPlessis, Melissa Irby, Steve Matthews, Dr. Wendy Commons, Dr. Kimberly Harris, Dr. Sukanya Subramanian, Tricia Murray, Cecelia Umoh, Laura Varnell (note taker)

Not in Attendance: Dr. Kerry Loinette, Floyd Nickerson, Monica Velazquez

### Action Items

- Overload Audit – Dr. Neil Matkin

Dr. Matkin - We have several faculty in major overloads of 3 or more. Some are in welding, for example, where we were short on faculty. But rather than cancel the class, the faculty stepped up. This is fine in the short term, but in the long term, quality will suffer. Learned that SACSCOC dinged McClennan Community College for overloads, so I requested audit. Concerned about being penalized by SACSCOC and wondered if the faculty could come up with rubrics to follow. There are also several teaching OV both here and at other colleges. Can we get a group together to discuss and evaluate before SACSCOC by end of year/Jan? Looking for what factors to consider before approving OV. Another factor: Board policy states that permission is needed from the Board before teaching at another college. Not being followed. EX: Had faculty here on FMLA but still teaching at TAMUC. This is fraud. Also creates an issue with TRS.

Abe Johnson – Are there SACSCOC guidelines on OV? Again, the main issue is the quality of teaching. Also, need to address emergency situations (i.e. – welding where there is a safety issue) We need to be fair to current faculty. Also, need to consider the growth of programs and the demand for programs. We hire faculty when a program is in demand, but if demand goes down, we have excess faculty.

- Faculty Convocation – Dr. Neil Matkin

Dr. Matkin - Had 370+ in attendance. Thought it was positive overall. Raised some questions. Dual Credit course offerings – Grown 87.9% since 2015. Students used to transfer from us to universities, but not anymore. Staying at Collin, increasing student base. Looking at survey results:

#### Topic 1 – Dual Credit

Q1 - Quality is the biggest issue.

Q2 - Discussing possible grant program for college-only spaces.

Q3 - 25% of students not prepared. Not terribly concerned but does show that TX TSI doesn't do a great job telling us if students are prepared. Multiple studies show HS GPA is the best predictor (shows effort over time). We will be tackling this. Stay tuned. All Dual Credit will now be under academic house, which will look more at quality than numbers.

#### Topic 2 – Multi Year Contract Process

Q1 - MYC – Best aspect – ensures quality.

Q2 - Challenge – confusing process.

Q3 – Support for different processes for different tracks

Q4 – Yes to opt-out option

Q5 – yes to longer cycles for good faculty. This is a process issue, not faculty wanting less oversight.

Q6 – yes to peer review.

Q7 – yes to simplifying the process mainly on teaching effectiveness.

Kimberly Harris – Q5 – Who will do the peer review? Multiple stakeholders or just a supervisor? COE is the only group that sees everything, all programs across the district. Need true peer review to compare to the quality of teaching across the district.

Dr. Matkin – you make a case for a complex issue. But COE doesn't see everything (i.e., health issues). We want to be thoughtful. Kim Davison is coming out of retirement to survey us vs the top 20 community colleges in TX. Will continue the conversation.

Dr. Matkin – Another note – district-wide scheduling. How do we know when there is a gap to fill? We need faculty input. The goal is to address DC issues of schedule differences on each campus and how to use resources effectively. Need to make it easier for students and faculty both.

Kimberly Harris – There is confusion from faculty on how district-wide scheduling would work. This is the root of pushback on the change.

### **Discussion Items**

- CRASE Training Proposal – Dr. Allison Venuto

Bill King - Post-swatting, we are working to get feedback. 99% of the responses in meetings were that training is needed. Small group is meeting to put together action plans for after-action report. Will meet bi-weekly.

Dr. Matkin recommended CRASE be offered to everyone. Want everyone to be trained across the district between now and next August.

Dr. Matkin –Events are unpredictable, and we need to think about how to create expandable possibilities for events going forward. People need training to get comfort and confidence. Talked about requiring for all new employees as they are onboarded.

Allison Venuto - Have had discussions to address how to make CRASE available to everyone. Looking at current vs new employees and how to train existing employees and train new in the first 90 days. From there, have a cadence to update training.

Bill King – another issue was communication. Actively pursuing projects to address.

Dr. Matkin - one is Go to Green. Exercise on Jan 7 to test on Celina. Will also test Avigilon, which is being piloted in Wylie. Also, we are looking at improving cell coverage. Put a lot of money into budget, but still haven't solved. Going to ask the Board for more money to explore other solutions. Need cell coverage in case of events.

Bill King - Avigilon won't be in classrooms or offices, only hallways, classrooms, and parking lots. Doesn't record voice. We get constant reports of threats, we'd be able to load info (face, license plate) into the system to be proactive vs reactive. Safety is paramount.

- AGS Areas for Discussion – Dr. Bill King

Kimberly Harris – feedback from Kerry via text - To what extent can COAT be involved? Should they be part of AGS? They are a huge part of SACSCOC and assessment. Kerry Loinette is not co-chair anymore. COAT assesses rubric criteria across college regardless of subject matter.

- **Kimberly Harris motioned to add COAT member to committee. Sukanya Subramanian seconded. Passed unanimously. Rep will be added.**

### **Feedback Items**

- International Travel Policy – Dr. Abe Johnson

Abe Johnson - Faculty council, COE, and Executive Committee have raised this multiple times. This needs to wait, given the number of other items to address. It will need to be a policy change. Not a high priority. It will be addressed this year, however.

- Committee Lists – Dr. Abe Johnson

Abe Johnson - Laura and Carol will update all committees. There are multiple. Once cleaned up, we will put where everyone will access. There are new committees. HB8 and 2+2, etc. Hope to be done fairly quickly.  
*Note – Only committees required by SACSCOC are posted. All other committees must maintain their own lists.*

- FDA-Workday – Dr. Abe Johnson

Abe Johnson - Not changing. Initial info was wrong. The only change occurs when there is a faculty use change (result of change in who is assigned to course). Limited number of people who can make changes.

- Stop the Bleed – Dr. Bill King

Bill King - Please review the draft proposal by next month and give feedback. Can't put kits in each class because it requires training. Not everyone is mentally or adequately prepared to use kits in emergency situations. Will need to ask for volunteers. Need to plan for strategic locations and trained personnel. 719+ classrooms in the district. Some kits cost up to \$800.

### **Round Robin**

Wendy Commons – I'm OAB co-chair and working with ENGL departments. ENGL dept is only department that has plan in place to maintain updated course templates. Conversations are taking place. If we go too long without updating template framework, we will be out of compliance.

Sukanya Subramanian – COE is done reviewing all packets (MYC). About 130. Packets are both online and physical this year. Appreciate IT and Abe Johnson. Next year will be all online which will streamline everything. Vernita is a rockstar with this process.

Kimberly Harris – faculty council meeting soon. November, Bridget Vosloo and Andrew Campbell will give updates on the Workday Student move to production (MTP) to the faculty council.

Dr. Matkin – had visits from Dallas College looking at Ad Astra/Workday to see how we've made progress. We put out prospectus to universities for 2+2. Also discussing engineering academy with TAMU. Will share with Board. Responses very encouraging. Trying to create opportunities for our students. Will need directed advising for our students to make effective. These would allow students to complete their Bachelors in \$20,000-\$25,000 range. Very excited about it. Jay and Bill have done great job.

Tricia Murray – staff council had first meeting last Friday. Also getting workday update. Vernita is also VP of staff council.

Meeting adjourned at 4:06p