

COLLIN COLLEGE FACULTY COUNCIL MEETING

Date: January 24th, 2025

Time: 1:00PM

Location: Collin Higher Education Center (CHEC), Room 107 and via Zoom

Roll Call: Matthew Hamilton, Secretary

Representative	Division	Discipline	Present / Absent	Zoom?
Brett Adams	Carter/Evans	HIST	Present	
Lauryn Angel	Richardson	ENGL	Present	X
Sofya Antonova	Wang	MATH	Present	
Bill Ardis	Powell	MATH	Present	
Josh Arduengo	Streater	PSYC	Present	
Shannon Bates <i>Proxy: Kim Gerber</i>	Richardson	SPCH	Absent	
Lindsey Brown	Peruski	Nursing	Present	X
Mike Brucia	Coffman	HVAC	Present	
Suzan Cameron	Adjunct Representative		Present	
Misti Clark	Coffman	COSC	Present	X
Roberta Cravo	Buggs	BIOL	Absent	
Chris DuBois	Dual Credit	GOVT	Absent	
Seema Endley	Buggs	BIOL	Present	
Diana Gingo	Richardson	ENGL	Present	X
Rhonda Green	Millen	SRGT	Present	
Cynthia Gruver	Powell	LGLA	Present	
Matt Hamilton	Buggs	HIST	Present	
Lindsey Harris	Adjunct Representative		Absent	
Krystal Humphries	Babcock	HIST	Present	X
Joe Jaynes	Gainer	HIST	Present	X
Lynn Jones	Streater	GOVT	Present	
Katherine McKee	Adjunct Representative		Present	X
Alyna Nathoo	Adjunct Representative		Present	X
Monica Nicholson	Peruski	Nursing	Present	X
Karen Peterson	Millen	PSGT	Present	X
Ron Schaffner	Coffman	AUTM	Present	
Linda Sears	Tinnen	HUMA	Present	
Jason Smoot	Wang	MATH	Present	X
Barbara Stern	Streater	PSYC	Present	

Kristi Stevens	Adjunct Representative		Absent	
Dianne Stroman	Lee	ENVR	Present	X
Mohammad Tahiro	Babcock	ECON	Present	
Jenny Warren	Tinnen	SPCH	Present	
Fredie Williams	Powell	POFT	Present	X

Motion to approve minutes made by Mike Brucia.

Seconded by Jenny Warren.

Minutes approved unanimously approved.

GUEST SPEAKERS

- **Aliison Venuto, EdD** – Associate Vice-President, Training and Development
 - Dr. Venuto provided the Faculty Council with some important updates from the Training and Development Office.
 - Every training offered is accompanied by a QR code that will track and populate in Workday all professional development you attend.
 - Updates to the website
 - Training and Development website can be accessed via Cougarweb and the “Training and Development” icon at top of menu.
 - The website has been streamlined for quick and easy use.

- **Thomas Eimermacher, PhD** – Professor of Biology, McKinney TX
 - Dr. Eimermacher provided a short analysis of cheating at Collin College.
 - His analysis targeted “cheating” rather than colluding or plagiarism.
 - The data was pulled by Amy Throop from Guardian and based on incident reports submitted by faculty to the Dean of Students and compares pre-Covid years to post-Covid years.
 - Dean Brennan since clarified that to state retention laws, they are only able to keep certain data after a three-year period. Therefore data prior to 2020 is incomplete and should not be used.
 - The data shows that incident reports dramatically increase beginning in the year 2020, the year that the Covid-19 pandemic began.

- In all the cases reported, the analysis showed a high percentage of cases where students were ultimately found responsible.
- The analysis also covered how many faculty submitted incident reports.
 - The data showed that on average 253 faculty members each year from 2020 to 2024.
- The analysis also looked at incident reports based on campus of origin.
 - Beginning in 2020, iCollin became the frontrunner in this category.
- Dr. Eimermacher's presentation slides are located as an addendum to these minutes.

EXECUTIVE COMMITTEE REPORTS

Treasurer's Report – Mike Brucia

- Current Balance: \$1942.69 (38.9% remaining of budget)
 - Expenses: \$776.96
- Sunshine fund - \$582.92
- Faculty Scholarship Fund
 - Full-time balance available - \$6,117.70
 - Adjunct balance available - \$1,318.83

Vice-President's Report – Kimberly Harris

- **Updates**
 - Please donate to Faculty scholarships QR code in newsletter
 - The Faculty Council has been trying to collect information on all committees and task forces that have been created.
 - If you are serving on an ad hoc or “pop-up” committee or task force, please email Kimberly Harris at kharris@collin.edu
 - If you plan to attend a Faculty Council meeting and would like lunch but with a vegetarian option at FC meetings, please contact Kimberly Harris ahead of time at kharris@collin.edu

- Faculty Council Townhalls
 - The schedule is as follows (also in the newsletter). Times are TBD:
 - Frisco Campus – January 31st, 2025
 - Allen Technical Campus – February 28th, 2025
 - iCollin Virtual Campus – March 7th, 2025
 - Wylie Campus – April 4th, 2025
 - McKinney Campus, April 25th, 2025

President's Report – Rebecca Orr

- **Faculty Handbook Committee**
 - FC is responsible for recommending representatives to this committee.
 - Two members who are currently occupied by Hannah Adams and Katrina Stowe are both up for renewal. The committee chairs requested that they continue to serve, as both have been outstanding contributions to the committee.
 - FC unanimously approved their continuation on this committee.
- **Updates**
 - Hybrid Courses
 - Currently, a hybrid course description committee has been working to provide a course description for a hybrid course that is not so specific that it interferes with faculty freedom to design their courses.
 - Task Force examining when the hard stop date for enrollment.
 - A recommendation to revise enrollment stop dates to be earlier during the first week or before the first-class session is coming to FC soon.
 - First Day Access (FDA)
 - The FDA program was started to get books to students on the first day and allow students to pay for course materials with financial aid when they register.
 - Recently, the process has become problematic, as many classes have multiple FDA options and Canvas shells can be linked to the wrong materials. The process is being examined in hopes to streamline administrative workload and reduce errors.
 - Canvas course visit standard operating procedure (SOP)
 - This task force is creating a SOP for when administrators can enter a Canvas course and how and when they are to notify the faculty member.

- Dual Credit final exam week
 - At the end of the Fall 2024 semester, inconsistencies emerged among the partnering ISDs as to final exam week.
 - Final exams are allotted for 2 hours, but many dual credit courses are 50 minutes. Generally, dual credit classes meet twice to allow students to complete their finals as a Part 1/Part 2 undertaking. Some districts asked that faculty hold class to “watch” students MWF or MTWRF, depending on the course meeting schedule. This semester, school districts will be notified in advance that lab classes end week 15 and lecture classes meet only twice during week 16. School districts (not instructors) will be responsible for students during the time the class no longer meets during finals week.
 - iCollin preferences
 - A new method of conveying faculty’s iCollin preference is in the works to provide for a more egalitarian system to ensure that everyone can provide complete information.
 - Graduation
 - There will be a 1PM and a 7PM graduation in May 2025.
 - Leadership is looking at having graduations divided by programs so that cohorts can graduate together.
 - Leadership was looking at dividing faculty up by name to determine which to attend. They have agreed to allow the faculty to sign up using a first-come, first-serve approach. More information will be forthcoming.
 - **Please look for an email from Jennifer Waits and sign up for the time you prefer.**
 - Seating at each ceremony will be limited to ensure an approximately equal number of faculty at each event.
 - Discipline Leads
 - FC Officers met with Dr. Johnson and Dr. King at the end of the Fall 2024 semester concerning the future of the discipline lead position.
 - A committee is being formed (Chaired by Dean Babcock) and will contain current and former discipline leads as well as administrators.
 - The goal is to first reexamine and update the position’s duties as well as the stipend and benefits pertaining to the position.

- FC elections coming up later this semester.
 - If you are interested in running for election or re-election, be on the lookout for emails in the future.
 - If you are interested in running for President or Vice-President of FC, but want to know more about the positions, please contact Rebecca Orr and/or Kimberly Harris.

○ **Task Force Updates**

- Hybrid Class Observation – Bob Whitaker
 - Dr. Whitaker provided FC with an update on the progress of the Hybrid Observation Form.
 - After numerous meetings with administrators, the task force has been authorized to pilot the form this semester.
 - However, those that volunteer to run this pilot form will not have its outcomes and/or results included in their appraisals and/or files.
 - The form being used is the same as the form Dr. Whitaker presented to FC in the Fall 2024 semester, excepting the inclusion of section 4 of the form, which the task force had hoped to have omitted.
 - An invitation to volunteer for this pilot will go out to faculty in the coming weeks.
 - The task force is hoping that 15-20 faculty members will volunteer.
 - Workforce has expressed concerns about the form, but Dr. Whitaker encourages workforce faculty to participate and provide feedback.
 - Leadership is open to the idea of a separate form for the workforce in the future.
 - The goal is to complete this pilot program by the end of March so its results can be reported to FC in May 2025.
- Student Surveys – Amina El-Ashmawy & Mary Weis
 - No report
- DOS Task Force – John Hoenig & Will Brannon

- No report
- Gradebook Task Force – Robert Brown & Marlo Ballard
 - No report
- Dual Credit Task Force – Matt Hamilton
 - The Faculty Council Dual Credit Task Force addressed two major action items after its October 2024 meeting.
 - The first involved surveying Faculty Council representatives to evaluate their involvement with dual credit courses. Results revealed that while a portion of representatives actively teach dual credit, their teaching locations and workloads vary significantly.
 - The second task focused on surveying district-wide dual credit faculty about their ability to select course materials and the challenges they face. Responses highlighted concerns about academic freedom, particularly when materials were pre-selected by ISDs or mandated at the discipline level. Many faculty members expressed a preference for choosing their own resources, with some noting discomfort or negative impacts on their courses due to the assigned materials. Despite this, a majority indicated willingness to use pre-selected resources if it lowered costs for students. The task force found these challenges to be relatively isolated, largely affecting specific ISDs and adjunct faculty.
 - Members Karen Williams and Chris DuBois are commended for their efforts in developing and refining the surveys, which provided valuable insights into the dual credit program.

STANDING COMMITTEE REPORTS

- **Academic Freedom** – Ryan Farrar, Diana Gingo (Co-Chairs)
 - No report
- **Adjunct Faculty** – Katherine McKee, Alyna Nathoo (Co-Chairs)

- No report
- **Common Good** – Vijaya Velamakanni, Seema Endley (Co-Chairs)
 - Sunshine Fund has been replenished in funds, but the committee is requesting more funds to maintain the account’s holdings and expand its use.
 - Unfortunately, the fund can only accept “cold-hard” cash.
 - An email will be sent to the faculty concerning the funding.
 - Retirement recognition
 - The committee will be recognizing faculty who retire each semester.
 - Those who are retiring will also be invited to the May 2025 meeting of the Faculty Council where they will be recognized and given a chance for parting remarks.
- **Policy Committee** – Jason Morgan (Chair)
 - No report
- **Teaching and Learning** – Serena Richards & Kevin Suber
 - No report
- **Procedures and Nominations** – Rhonda Green, Rebecca Burton (Co-Chairs)
 - No report
- **Technology Committee** – Mervat Karout, Sunita Rangarajan (Co-Chairs)
 - No report
- **Organization, Education, and Policy Committee (OEP)** – Matthew Hamilton, Freddie Williams (Co-Chairs)
 - No report
- **Newsletter Committee** – Casey Carter, Rebecca Orr (Co-Chairs)

- No report
- **Resource and Remuneration Committee** – Sofya Antonova, Kaycee Washington (Co-Chairs)
 - No report
- **Workforce Committee** – Cope Crisson, Aparna Godbole (Co-Chairs)
 - No report

DISTRICT COMMITTEE LIAISON REPORTS

- **Council of Excellence (COE)** – Diana Gingo
 - No report
- **CAB** – Marli White and Karina Taylor
 - CAB met on January 15th, 2025, at the CHEC. Below are the updates from that meeting:
 - New Curricular Proposals
 - Education – Approved
 - New Awards – course revisions to SLOs
 - EDUC 1300 and EDUC 1100 (Learning Frameworks)
 - Biggest change – switch from “social responsibility” to “personal responsibility” in SLOs 5 – 7
 - *090 classes are an institutional component, not set by the state
 - Collision Technology – Approved
 - Deactivate award – AAS Collision Technology with Guided Work Experience (terminate Cooperative Education courses after teach out)
 - ABDR 1280, 1281, and 2281
 - Terminated relationship with Collision Engineering, the company which influenced this pathway; four students

attempted this model (none were successful) and no interest since then

- New Courses – Students can compete either an AAS or Level II certificate
 - ABDR 2257 Collision Repair Shop Management
 - ABDR 1315 is now a pre-req for three other courses in degree plan
 - ABDR 2255 (8 week) is now pre-req for ABDR 2257, which is in the next 8 weeks
- Health Professions – Approved
 - New Courses –
 - AAS CNA Program (all three tracks)
 - Summary – Increase clinical component from 48 to 64 hours
 - EKG Program
 - AAS – Remove two courses, add Speech and revise course sequencing
 - Certificate – add HPRS 2321 since questions on their exam reflect this material; revise sequencing and designate 2310 as the new Capstone
 - ICLC – revise from 2 to 1 semester program
- EMT Program
 - Deactivate all three awards (AAS, Level I, and ICLC)
 - OSA Award for EMT is offered by EMSP department (reduce redundancy)
 - Health Professions award does not help students become paramedics
- Patient Care Tech Program
 - AAS – add MDCA 1321 (Admin Procedures) and remove HPRS 1102 (Wellness and Health Promotion)
- AAS and Cert – remove PLAB 1260 (Clinical Phlebotomy) and decrease clinical hours
- Phlebotomy Program
 - AAS – remove MDCA 1321 (no reason to have them take a documentation class) and add more clinical time (MLAB 1101 and HPRS 1209)
 - Level I Cert – eliminate 3 credit elective and add MLAB 1101 Intro to Lab Science
- Expedited Curricular Proposals

- Dental Hygiene – increase clinical and contact hours for DHYG 1261 to increase patient care competencies APPROVED
 - Paralegal – add LGLA 1317 (elective), recommended by an outside agency APPROVED
 - Urban Sustainable Agriculture – revise lecture and lab hours for AGRI 2303 now that the program has a lab and greenhouse APPROVED
 - Change from CHEM 1405 core to any Natural Science course in the AAS
- Welding – change title of level I certificate to Welding Fabrication Certification to align with industry standards APPROVED
- Informational Report (none)
- **COAT** – Sarah Fish
 - No report
- **OAB** – No liaison currently
 - No report
- **SOBI Care Team** – Kim Gerber
 - No report

NEW BUSINESS

- **Cynthia Gruver** (Legal Assistant, Frisco Campus)
 - Prof. Gruver is seeking to kick-start faculty activities for collaboration and co-mingling.
 - If you're interested in helping to start this initiative, please contact Cynthia Gruver at cgruver@collin.edu
- **Judi Wohead** (SPCH, McKinney Campus)
 - Prof. Wohead provided FC with a brief history of the LEAD program at Collin College.
 - LEAD stands for Leadership Empowerment and Development, which is a student leadership co-curricular program.

- Budget and oversight for LEAD is directed by the Office of Student Engagement.
- LEAD Partners with the Collin College Leadership Development Institute (LDI) for many activities, including the following events:
 - Interview current Leaders
 - Leadership in the Movies
 - Readings, Discussions and Debates
 - Museum Scavenger Hunts
 - ROPES Course
 - Guest Speakers
 - Leadership skills: visioning, resume writing, Communication, ethics and more
 - Team Building Activities
- In its current form, LDI always involves a professor teaching leadership including assignments/activities with a grade.
- This program can get students engaged, build leaders, and help student success.
 - A natural fit for students enrolled in GOVT and SPCH courses.
 - Students who complete the program earn a certificate of completion.
- For those interested in LEAD should contact Judi Wohead at jwohead@collin.edu.
- **Dr. Abe Johnson**
 - Dr. Johnson addressed the FC about the February 7th, 2025, faculty convocation, and encourages faculty to attend.

ADJOURNMENT

Movement to adjourn made by Mike Brucia.

Seconded by Brett Adams.

Meeting adjourned at 2:48PM.

ADDENDUM

Below are the presentation slides used by Dr. Thomas Eimermacher.





