Draft AGENDA
Faculty Council Meeting
Friday, February 5, 2016, 2:30 p.m.
East Campus: L 514

I. Call to Order / Roll Call

II. Approval of previous meeting’s minutes

III. Adoption of agenda

IV. Guest Presentations
   • Lenora Keas, Interim VPI/Provost – student evaluations of faculty

V. Public Comments (5 minutes each)

VI. Officers’ Reports
   • Chair’s Report, summary

VII. Faculty Council Standing Committee Reports

VIII. College Standing Committee Reports / Action
   • Faculty compensation committee report – Randy Glasson

IX. Faculty Council Ad Hoc Committee Report / Action
   • Proposal to recommend Dual Credit ad hoc committee becomes a standing committee

X. Unfinished Business
   • Update on academic dishonesty policy
   • Update on print directory
   • Update on installation of door locks

XI. New Business
   • Contacting faculty by text message rather than email – Jan Spigner
   • Creating a course listing of courses with low REM levels – Jan Spigner
   • Replacement for WEAVE – TBD

XII. Announcements
Committee Reports
Members Present: Dr. Susie Crowson, Dr. Zaldy Doyungan, Catharine Duggan, Benita Flores-Muñoz, Randy Flowers, Douglas Harley, Brian Hart, Mario Hernandez, Carolyn Mauck, Mendy Meurer, Adelfino Palacios, Tonya Pigulski, Dr. Donald Pinson, and Denise Rector. Ex-Officio Members Present: Jasmine Anderson, Dr. David Arreguin, Sally Bickley, Dr. Vangie De Leon, Daniel Fischer, Dr. Jonda Halcomb, Lucy James, and Gracie Martinez. Members and Ex-Officio Members Absent: Dr. David Abarca, Elda Garza, and Walter Thieme; Dr. Steve Gulding, Lenora Keas, Chuck McKinny, Ken Rosier, Dr. Rito Silva, and Erika Williams. Guests: Patricia Benavides-Dominguez, David Hattox, Dr. Jennifer McWha, Lisa Pollakis, and Kristen Wilkerson.

Call to Order:
Dr. Crowson confirmed the quorum, called the meeting to order at 1:30 p.m., and conducted a roll call.

Approval of Meeting Minutes:
Members reviewed the draft meeting minutes for November 2015.
ACTION TAKEN: Ms. Mauck made a motion, seconded by Mr. Palacios, to approve the November 2015 meeting minutes as presented. The motion carried in favor unanimously.

THECB Notifications:
The THECB notifications included course description updates for TECA 1303, 1311, 1318, and 1354.

Department of Nurse Education
Dr. DeLeon presented the new course addition, VNSG 2363 Clinical-Licensed Practical/Vocational Nurse Training. The course supports the Texas Board of Nursing’s required 840 clinical hours for the program.
ACTION TAKEN: Ms. Mauck made a motion, seconded by Ms. Meurer, to approve the new course addition, VNSG 2363 Clinical-Licensed Practical/Vocational Nurse Training, effective spring 2016. The motion carried in favor unanimously.

Dr. DeLeon presented the addition of a lab for VNSG 1219 Leadership and Professional Development. Students require lab time to utilize the NCLEX-PN preparation resources with faculty supervision. The testing fee provides students with 24-7 access to the online ATI
resources used heavily throughout the program. The course change increased contact hours from 32 to 48.

**ACTION TAKEN:** Ms. Mauck made a motion, seconded by Dr. Pinson, to approve the VNSG 1219 Leadership and Professional Development course change effective spring 2016. The motion carried in favor unanimously.

Dr. DeLeon presented the change for RNSG 1161 Clinical-Registered Nursing/Registered Nurse from 4 to 6 clinical hours. The course contact hours increased from 64 to 96. The WECM courses permit flexibility in the allowable lecture/lab hour combinations based on the identified range of minimum and maximum contact hours for the course. The increased clinical hours provide the first-level students additional time for skill acquisition with more clinical experience in an acute health care facility and the long term care facility.

**ACTION TAKEN:** Ms. Pigulski made a motion, seconded by Ms. Flores-Muñoz, to approve the RNSG 1161 Clinical-Registered Nursing/Registered Nurse course change effective spring 2016. The motion carried in favor unanimously.

The revised Certificate for Vocational Nurse Education incorporated the VNSG 2363 new course addition, the course changes for RNSG 1161 and VNSG 1219, and course deletions of RNSG 1137 and RNSG 2363. The total semester credit hours decreased from 49 to 48. Dr. DeLeon clarified the listing of BIOL 2401 and BIOL 2402 in the summer session, first semester due to the ACEN accreditation requirements for completion of the program in five semesters. The faculty address prerequisites while advising students during admission periods.

**ACTION TAKEN:** Mr. Palacios made a motion, seconded by Ms. Flores-Muñoz, to approve the revision for the Certificate for Vocational Nurse Education effective spring 2016. The motion carried in favor unanimously.

The revised AAS Registered Nurse Education includes the course hours change for RNSG 1161. The additional clinical experience will help students transition to the level II medical, surgical clinical experience.

**ACTION TAKEN:** Ms. Flores-Muñoz made a motion, seconded by Ms. Meurer, to approve the revised AAS Registered Nurse Education degree effective spring 2016. The motion carried in favor unanimously.

**Department of Computer Science, Engineering, and Advanced Technology**

Mr. Hattox presented the title change for the Certificate for Instrumentation to Instrumentation Electronics. The change will differentiate the certificate from the Instrumentation Program offered by the Technology Education Department dealing with calibration. The revision included typo corrections for two courses.
**ACTION TAKEN:** Ms. Mauck made a motion, seconded by Ms. Meurer, to approve the revisions and title change for the Certificate for Instrumentation Electronics effective fall 2016. The motion carried in favor unanimously.

The revised AAS Engineering Technology degree included the recently approved change from SCIT 1418 to 1318. To retain 60 SCH, the plan also included a change for the elective course from 2 to 3 SCH. The INTC 2336 course was added as an alternative option to ELMT 2331 to create synergy with the Instrumentation Program.

**ACTION TAKEN:** Mr. Palacios made a motion, seconded by Mr. Harley, to approve the revised AAS Engineering Technology degree effective fall 2016. The motion carried in favor unanimously.

**Adjournment:**
The CC will meet on Friday, February 12, 2016, at 1:30 p.m. at the East Campus, White Library Room 429.

**ACTION TAKEN:** Dr. Doyungan made a motion, seconded by Mr. Palacios, to adjourn the meeting at 2:10 p.m. The motion carried in favor unanimously.
I. Introductions / Agenda Additions and Approval

II. FAQs about Dual Credit (Addendum)

III. List Additions/Edits/Approval
   a. Academic freedom
      i. McComb suggested adding a question about academic freedom.
      ii. T. Klein expanded, stating that the question should ask to what extent does the concept of academic freedom have on dual credit. What are the limitations?
   b. Calendar
      i. Valerio suggested adding calendar dates to FAQs.
      ii. McComb advised including end of course test dates.
   c. Textbooks
      i. T. Klein added a question about who to notify when text changes.
      ii. Upshaw asked to include whether high schools keep copies of texts on reserve.
      iii. Upshaw suggested adding an inquiry about who buys the textbooks.

IV. Next Steps for Getting Answers
   a. Barrett said he would email Bob Montez for policy answers to FAQs.
   b. If there are no official answers, Barrett suggested this committee be a part of formulating answers.
   c. Other committee members agreed, stating that if no policy exists, it should be formulated.

V. Additional Materials for Dual Credit Resources Page
   a. Upshaw mentioned Collin County Community College as a good example.
   b. Upshaw advised creating a tips and tricks page for dual credit faculty.
   c. T. Klein stated that those who teach dual credit should be aware of who the students are (e.g., students born after 9/11). Discussion followed.
   d. T. Klein also proposed a link on dual credit page for use of dual credit faculty.
   e. Barrett said MOUs and calendar links would be good to include, as well as a list of contacts at schools.
   f. Upshaw proposed creating a checklist page for faculty who are new to a particular school (e.g., directions, where to park, whether ISD buys books for students).
   g. Valerio added that Del Mar Dual Credit is updating its website, and this is a good time for them to add to it.

VI. Other New Business
   a. Barrett moved that we recommend that this committee be a standing committee, pursuant to Faculty Council approval.
   b. Discussion followed.
   c. All committee members present voted yes. T. Klein abstained due to Faculty Council conflict of interest.
   d. T. Klein will present to Faculty Council.

VII. Conclusion / Schedule: Next Meeting is February 26 at 9 a.m.