

Call to order: The meeting was called to order at 4:00pm by Paul Foutz, Faculty Council President. A total of 18 Faculty Council member were present.

Announcements:

- A request of the complete list of committee member be sent out to the FC members.
- Donation to TC Foundation will be made for \$150 for Barnhart recipients, Fairlie, Colwell, and Cornelius.

Approval of Minutes: The minutes from the August 15, 2016, regular meeting were available at this meeting and electronically distributed in advance of the meeting. The minutes were approved as written (Motion: Craig Collins, Seconded: John White)

Treasurer's Report: Cynthia Martinez, FC Vice-President, presented on behalf of Gail Cox, Secretary/Treasurer, the report for the period August 15-September 29, 2016.

- The General Account-Faculty Council has a beginning balance of \$5409.26. There was a deposit for membership in the amount of \$870.00 and a disbursement for FOG new employee lunch and lunch for August 15 meeting in the amount of \$231.03. The ending balance is \$6048.23.
- The Retirement Gifts Account has a beginning balance of \$523.37. There were donations by FC members in the amount of \$165.00. The ending balance is \$688.37.
- The College Account (Operating Expenses) had a beginning balance of \$9.12. There was a full disbursement to pay for lunch on August 15 meeting. Ending balance for August was \$0.00. Due to the start of the new fiscal year, we receive a new allotment at the beginning of the academic year. Therefore, the ending balance for September 29, 2016, is \$542.00.

Committee Reports:

- Faculty Development Leave Grant: Rob Cabiness, Chair
  - No report
- Faculty Advancement Committee: Jason Locklin, Chair
  - One application processed and awarded to Dr. York-Hammons, \$500
- Elections: John White, Chair
  - Think about running for an executive officer position. Foutz is in his last term as President.
- Social: Cynthia Martinez, Chair
  - We have begun soliciting for Christmas Luncheon drawing prizes. Committee members have the letter to solicit businesses and organizations. Last year, 69 prizes were awarded. We hope to match or exceed that number this year.
- Faculty Orientation Group: Craig Collins, Chair
  - Members met at Rita's and met with some new faculty for lunch during Zero Week.
  - Wednesday Adjunct Night was not well attended. Only one or two attended. How can this be improved? Maybe this chair position can be appointed in May so that committee can plan during the summer.
  - Campus tour was dampened by the rains.
  - One adjunct commented that attending the All-College Meeting was helpful.
- Barnhart Award: Cynthia Martinez, Chair
  - No report
- Ways and Means: Bill Cornelius, Chair
  - No report
- Satellite and ISD Campuses Committee: Beverly Van Note, Chair
  - Committee met last week, invited Kristen Griffith.
  - Four main concerns:

- ♣ Security needs – safety meetings were poorly placed on calendar and will request for a meeting to be held in Taylor/Hutto area.
- ♣ DC orientation – Kristen is compiling a packet for student with input by this committee. Would like to see an online orientation for students.
- ♣ Dr. Guzman-Trevino asked about technical needs at Satellite campuses for instructors to have appropriate cords, mics, etc. The Liberal Arts division has a baggie for traveling instructors so that the instructors have all they need for their classroom needs. The committee encourages other divisions to do the same.
- ♣ Ongoing issues/concerns in Taylor – still looking at having additional Smart Classrooms and increased bandwidth to be addressed by TC/TISD.
- Policy Review: TC Committee with Justin Hill, Jeff Fritz, Alison Garza, Prudence York-Hammons
  - Justin Hill spoke about new policies up for review. Feedback on Faculty load (15 SCHs/75 students) being reviewed. They are looking at the possibility of increasing the minimum number for a class for full compensation to be 18. This number is not a one size fits all scenario, with limitations by accrediting agencies or equipment in classroom/lab setting. Possibly looking at a tiered approach.
- Benefits: TC Committee with Gail Cox and Paula Talley
  - No report
- Athletics: TC Committee with Mike Caldwell, Pam Lee, Robb Cabiness, Melissa Machalek, Paul Foutz
  - Paul Foutz spoke about the new Athletic Trainer, Michael Freer, and his credentials, including his 40 years in baseball
- Information Technology Advisory Board: TC Committee with Pat Clune, Tracey Cooper, Sandra Creech, Melissa Machalek, and Justin Hill
  - Scheduled to meet on second Wednesday in October
- Safety and Security: TC Committee with Jamie Arnold and Mike Caldwell
  - No report
- Professional Consultation: Paul Foutz, Chair
  - No report

#### Unfinished Business

- Faculty Title Policy update – Policy was approved by the Board. Forms for Chairs to fill out were created by HR and distributed to chairs. Board will make approvals of specific new titles at the October Board meeting.
  - Each academic teaching year is accounting for 30 workload equated hours, as a cap.
  - Due date for fall is October 7 and spring is April.
  - This should be a simple list to submit but has now been extended to having to request for this information when it does not impact our salary. Isn't this reported on application packets prior to start of employment to determine pay, at least for full-time employment? We shouldn't have to prove this again. Is there information in the Personnel files that can expedite this process? Can we approve at more than just two board meetings?
  - No action taken at this time
- Emergency Preparedness Drills for the FALL SEMESTER – How did they go?
  - Chief Markum sent out a survey for all to fill out based on the activity of the drill. Fill out even if you were not a part of the drill this fall.
  - Areas mentioned that encountered a drill were TBI, SLB, AC buildings
  - TBI – some rooms were unable to be locked due to instructor (non-resident) not having a key to lock door. Doors require a key to lock/unlock doors.

- Evaluation forms for evaluating CHAIRS, DDs, and Above
  - Dr. Foutz sought out volunteers and had no response. He will send out another request for volunteers but this time to all TC faculty to obtain volunteers across campus, not necessarily a member of FC, to be on this sub-committee.
  - This is an excellent opportunity for tenure-track faculty looking to fulfill their contribution to the college
  - This form will impact all levels of administration
  - D. Kirkland verbally volunteered!

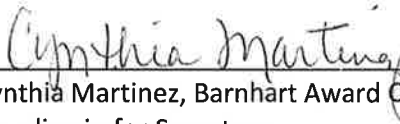
#### New Business

- Retirement Gift
  - How does it get communicated?
  - Retirement Party is held in August and may need to reschedule back to May due to faculty being gone or moved away after the end of the spring semester. Paul will bring this topic up at Executive Cabinet meeting.
- Toy Drive
  - Tammy Baca would like to start up a Toy Drive to benefit the children of our students. This would be a good outreach to our TC community

Next Meeting: Wednesday, October 26 or Thursday, October 27, at 4pm

Adjournment: The meeting was adjourned by consensus at 4:55pm

Respectfully Submitted,



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Cynthia Martinez, Barnhart Award Chair  
Standing in for Secretary.



FACULTY COUNCIL  
**Treasurer's Report**  
 January 9, 2017

**General Account – Faculty Council**

Beginning Balance (Sept 29, 2016)	<b>\$ 6048.23</b>
Deposit: Membership dues 680+20	700.00
Deposit error in Sept (check date)	-20.00
Disbursements:	
Ending Balance (January 9, 2017)	<b>\$ 6728.23</b>

**General Account – Retirement Gifts**

Beginning Balance (Sept 29, 2016)	<b>\$ 688.37</b>
Deposits: (Oct 31)	90.00
Disbursements:	
Ending Balance (January 9, 2017)	<b>\$778.37</b>

**College Account: Operating Expenses (Faculty Council)**

Beginning Balance (Sept 29, 2016)	<b>\$ 542.00</b>
Disbursements: (Copies: Sept 16 19.80	34.20
Sept 16 12.00	
Oct 16 2.40 )	
Ending Balance (January 9, 2017)	<b>\$507.80</b>

[Unused funds in this account do NOT carry over to the next year. We received a new allotment at the beginning of the academic year.]


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 Gail J. Cox, Secretary-Treasurer 2016-2017