Minutes

Administrative Council Meeting

March 11, 2008 3p.m.

Members present: Schulenburg campus – Becky Garlick; Bryan campus – Linda Bow, Dr. Barbara Peason, Dr. Bob Brick, and Grady Hendricks; Brenham campus – Dr. John Harris, Dr. Van Miller, Cathy Boeker; Dr. Don Stewart, Mary Barnes-Tilley, Karen Anglin, Jeri Dulaney, and Dr. Debra LaCour, Chair

1. The minutes of the last meeting were approved. The motion was made by Dr. Bob Brick and was seconded by Dr. John Harris
2. Grady Hendricks brought the Faculty Senate proposal regarding a request to adjust the value of laboratory time in calculating science faculty workload. Karen Anglin distributed the document. The major changes in this document were the addition of two options for assigning lab hours. The second option, which allowed Division Chairs options in the assignment, had been added. The factors of the options were the same but had been reorganized. The Faculty Senate committee which created the document was lead by Roxanne Brown. The Council of Division Chairs had “tweaked” the proposal, but the proposal had not come up for a vote of the full Faculty Senate. Dr. Miller was asked about the financial implications of the proposal. He stated that since labs are funded at six hours by state reimbursement and at four hours through tuition, that a good compromise would be to fund faculty at five hours.

Dr. LaCour established a sub-committee to evaluate the proposal and bring back a recommendation to Administrative Council. That sub-committee will be comprised of Roxanne Brown, Grady Hendricks, Mary Barnes-Tilley, Becky Garlick, Dr. Bob Brick, Dr. Van Miller with Dr. Debra LaCour chairing that sub-committee.

1. A request was made to increase the funding for full-time faculty development from $400 to $500 per year. Linda Bow made a motion to accept the increase. Mary Barnes-Tilley seconded the motion.
2. There were three requests from Faculty Senate that Grady Hendricks brought forward to Administrative Council. The first one was regarding grade distribution data in the faculty evaluations. The feeling of Faculty Senate was that including this data in the evaluation might put pressure on faculty to lower academic standards in their classrooms, and they wanted it omitted from the evaluation process.

LaCour shared with the Council that there were a host of indicators that should be reflected in the faculty performance appraisal, so instead of honing in on just that one element, perhaps this recommendation could be shared with an instructional committee that would have the task of revising the faculty evaluation process next year. Dr. LaCour asked if this committee should be an ad hoc committee or if the document needs to be viewed in the Academic Standards Committee. She asked for Council feedback on this issue at the next meeting.

Grady Hendricks presented the second item from Faculty Senate – the proposal for a “dead day.” Mary Barnes-Tilley asked if MaiFest could be considered as the “dead day” in the spring semester. It was noted that MaiFest did not always fall on the appropriate day for a dead day. Dr. Pearson noted that dead needed to be between the last day of classes and the first day of finals. Adminstrative Council proposed another sub-committee to consider the matter. Dr. John Harris would chair a sub-committee comprised of Dr. Bob Brick, Grady Hendricks, Dr. Don Stewart, Karen Anglin, Dr. Barbara Peason, Mary Barnes-Tilley, and Julie Maas. Since the 2009-2010 calendar has already been created, the sub-committee needs to have its proposal ready for review of the Calendar Committee before the 2010-2011 calendar is established in October 2009.

The third issue brought forth to Administrative Council from Faculty Senate was the issue that there are no services for students who are in class late on Friday nights in the summer. Mr. Hendricks noted that some summer classes did not conclude until 9:55 p.m. on Friday nights during the summer and at that time there were no services in the Library, Learning Center, Student Services, food court, and that sometimes the air conditioning had already been cut off. Dr. Pearson noted that previously the air conditioner had been on a timer that shut off early, but that issue had been corrected. Dr. Pearson also noted that the Learning Center and Library at Bryan had extended hours to Saturday, but there had been no traffic. She mentioned that it was a staffing issue for most of the areas and was not cost effective to extend the hours. Dr. LaCour asked that each Vice President look at their areas and report back the next meeting as to whether it would be cost effective to remain open extended hours in the summer.

Dr. Miller noted that at the last Administrative Council meeting there was a question about the dollar amount for the book vouchers available to Blinn faculty and staff and their immediate families who take courses at Blinn. He confirmed that the voucher amount is $75 per course with a semester maximum of $375.

Dr. LaCour noted that Administrative Council will meet again late April.

The meeting was adjourned at 4:05 p.m.

Submitted by Jeri Thornton-Dulaney