Minutes

Administrative Council Meeting September 30, 2009

1. The meeting was called to order by Dr. Debra LaCour at 3:00 p.m. Those attending on the Bryan campus included Michael Schaffer, President Elect of the Council of Division Chairs and Grady Hendricks, President Elect of Faculty Senate. Those in attendance on the Brenham Campus included Karen Anglin, President of Faculty Senate, Cathy Boeker, Van Miller, Bob Brick, John Harris, Mary Barnes-Tilley, and Jeri Dulaney. Becky Garlick was present on the Schulenburg campus.
2. The minutes of the last meeting were distributed. Grady Hendricks moved that the committee accept the minutes; Bob Brick seconded the motion.

**Old Business**

1. There was follow-up on an earlier request to adjust the laboratory time in calculating science faculty workload. According to the earlier minutes, there was a sub-committee formed to look into this, but Dr. Brick worked with Dr. Miller on it, and at the July Board of Trustees Meeting there was a compromised proposal accepted. The agreement was to allow some new compensation now and later to address more compensation. Bob Brick stated that the ruling was that now a full-load for faculty teaching lab classes was three lab classes a semester as opposed to seven lab classes a year. There was also a proviso that faculty may have to teach an additional lab class this year, but if so, it would be compensated at the overload rate. This new faculty load for lab classes was effective Fall 2009.

Dr. LaCour stated that Academic Affairs needed to have this information given to her in writing. She also mentioned that other divisions besides science had lab classes, and if this was the decision, then all lab classes should be treated in a similar way.

1. Dr. Harris was to have chaired the committee reviewing the idea of a “Dead Day,” but his committee had not met. He mentioned that he would take this issue to the Calendar Committee and will meet with the members of the Dead Day Committee including Grady Hendricks, Karen Anglin, Mary Barnes-Tilley, and Julie Maas.
2. The issue of whether or not campus services can be extended to meet the increased class scheduling was the next agenda item. Dr. LaCour reported that Bryan campus had extended the Learning Lab and the Library hours to accommodate those extended class times. Karen Anglin asked if services were going to be extended during minimester. Dr. LaCour commented that during spring minimester all offices are open, and during winter minimester there are only two or three days when offices are not open. Dr. Brick reported that during minimester he is trying to offer more online courses and that the Distance Education offices will be open all days during minimester.

Grady Hendricks asked if he could have all the information about extending hours to take back to Faculty Senate. Dr. Debra LaCour said that she will ask Dr. John Beavers to compile a list. She also asked that Administrative Services and Student Services compile their lists to give to Faculty Senate

**New Business**

1. There were two new requests from faculty Senate brought forward to Administrative Council. Karen Anglin mentioned that the first was the longevity credit report. The committee reviewing this information had found that Blinn had the same $400 longevity pay since 1999; they are recommending that Blinn increase that to $800. She also noted that the committee had found that Blinn pay compares favorably to new faculty hires across the State, but it falls behind if faculty stay at Blinn. Dr. Miller said that he would take a look at it. He also commented that Board members had asked him where faculty pay stood, and that his office has been going research on this issue. He said he would try to find a resolution that Blinn could be proud of.

Michael Schaffer stated that he took offense at the Blinn Board of Trustee’s member who commented that faculty were getting more pay for the same work. Grady Hendricks also commented that the $400 longevity pay is the only possible advancement for faculty who do not want to be administrators. He also commented that he appreciated the fact that Administration tried to get a higher pay rate for employees this year.

1. Grady Hendricks brought up the problem with signage at the Bryan campus. He stated that students had trouble finding classrooms. He said it would really help if Blinn could erect a few signs and be consistent in the names of the buildings. He said that it would help if there was a sign near the parking lot showing all buildings, and if there were signs you could see as students made the transition between buildings. Dr. Bob Brick seconded the motion and said that Blinn could also improve the signage in Brenham. Dr. Van Miller stated that this was an appropriate time to be discussing this issue because the function of several buildings in Bryan was going to be changing. Dr. Miller said he would work on the issue.

Karen Anglin asked that Administrative Council meet in late November or early December after Faculty Senate meets because she knows there will be other issues that need to come before the council.

Becky Garlick made a motion to adjourn the meeting. Jeri Dulaney seconded the motion.

Respectively submitted by:

Jeri Dulaney