

Faculty Senate Minutes

September 4, 2015

Lynn Library, Room 207

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| Members Present | LaVon Barrett, Jodi Lindseth, Nancy Forrest, Nichol Dolby, Emily Gilbert, Courtney Milleson, Brian Farmer, Bob Gustin, Alan Kee, Reem Witherspoon, Craig Clifton, Tara Meraz, Scott Rankin, Donna Cleere, Derek Weathersbee |
| Members Absent | Brian Jacob, Marcia Julian, Deborah Harding, Kerrie Young |
| Guests | Lyndy Forrester, Donnie Archer |

| Topics | Discussion/Information | Actions/Decisions Recommendations/Timelines |
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| Call to Order | President Reem Witherspoon called the meeting to order at 3:04 p.m. | |
| Approval of Minutes | May 1 minutes were approved by consensus via email. | |
| Special Guest Report | <p>Lyndy Forrester - VP of Organizational and Employee Development:</p> <p>Faculty are the “wheels” and Classified/Admin are the “grease”.</p> <p><u>Pinning</u>: Ceremonies held quarterly to celebrate employee length of service at the College. Faculty, Staff, and Administrators have always had separate ceremonies. Lyndy, Reem, Pres of Classified Council, Pres of Admin Council are on a committee together to change pinning. Instead of small celebrations, all employees hitting a service pin year would be celebrated at one ceremony - once a year in October. This would be a large celebration: outside, music (live band?), good food, etc. Hopefully will also save the school money by having it once a year, but the main</p> | <p>Lyndy and Reem will adjust the San Jacinto Merit Pay system and send us an example that we can take back to our faculty so it is not just a nebulous idea.</p> <p>Take Merit Pay idea to our division faculty and have responses for the October 2 meeting.</p> |

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| | <p>goal is still to celebrate those employees.</p> <p><u>Merit Pay system:</u> Board of Regents want to look at a Pay for Performance system. They want a proposal for merit pay system at the November 24th Board meeting. Board of Regents realize the faculty pay is low compared to the rest of the state. This year a 1% raise was approved, but they want to increase it in the future. Board does not like that we are ranked 26 of 50.</p> <p>Right now not fair because someone busting their tail is getting paid the same as someone who isn't. Or someone who is new getting paid the same as someone who has been at the school for 15 years.</p> <p>Pay for Performance committee (hereafter referred to as P4PC) exists of Faculty Senate President (Reem), President of Admin Council and President of Classified Council. Pay for Performance committee looked at other colleges: San Jacinto, UNLV, WT, Red Rocks Community College. Every school defines the criteria for 'merit' in a different way. The merit council was only able to get the plan from each school they contacted, they were not privy to any group to ask questions or any negative comments.</p> <p>P4PC - Number one concern: Want to build a system that does not allow for favoritism. Goal oriented performance measures only. Nothing subjective if it can be avoided. Clear performance measures would enforce</p> | |
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more discussions between employees and supervisors. Employee would have involvement in creating goals and outcomes that are measurable. Will be different for each person, so as to stop comparisons between people in same department. Each employee will have 5-7 performance measures. Might be a system that is easily to understand and communicate for everyone. Anything that is decided will be “overcommunicated”.

A list of college values and behaviors will be created. A set of behaviors that exhibit the “WOW”, the “FAMILY” etc. Supervisors will evaluate based on this list, i.e. how often did employee exhibit these defined behaviors? Needs to be something where you can still down with your boss and know what you are being appraised on, but won’t be a “one size fits all” system for everyone. Faculty members would sit down with boss and figure out what their individual performance measures are beyond the list of created behaviors.

Instead of evaluation on their hire date, it would be a certain time of year for everyone. Faculty in a 2 month span, classified in a 2 month span, admin in a 2 month span. Faculty members would possibly be evaluated every year, or might keep the two year evaluation period. Faculty need to decide what a merit system for faculty looks like. Senate needs to give a recommendation to P4PC. Years of experience pay will stay the same. Rank pay is completely separate from the merit pay system. There will still be a cost of living raise

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for everyone, if approved, but merit pay would be above and beyond the COL increase, to reward performers. Up to the board to decide, but recommendation by P4PC is to keep the COL separate. The P4PC is recommending that merit pay go to your base salary, is not a bonus amount, so you continue to get that extra pay in the future.

When San Jacinto went to a merit pay system, they began with classified and admin and then rolled it out to faculty in year two. If this were to happen at AC it would be a board decision. P4PC wants to add a 6 mo. check-in/review period. A good supervisor should be involved with employees throughout the year so there are no surprises on evaluation day. The 6 month check-in forces the supervisor to at least touch base with employee halfway through evaluation period. Nothing has been decided yet, though. They are still writing the proposal. Want to inspire creativity, reward and retain talent, raise pay.

San jack - 70% teaching/curriculum, 15% - Professional Development, 15% community involvement. Using this as a template, but we are customizing it. You could get 1-5, either extreme needed manager approval. Our system is planned to have two levels (department chair and dean) to try and negate any favoritism or dislike. P4PC wants people to know exactly what they need to do to get the merit pay.

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No idea when the Board would roll out a merit system. They would have to accept a proposal (though the more people in support of it, the better). They might not accept this proposal.

Money is coming from what the Board approves, so could be a different amount every year. Board wants to give more money, so working aggressively to get the College in better shape financially. Hopefully people can see that this is to help them get more money in the long run.

Nothing has been finalized yet. The P4PC is still creating the proposal to give the BoR. When something is implemented, it does not have to be forever. We can look at what is good/bad and change accordingly.

We are ALL one team here at AC - Classified, Faculty, Admin. This holds us accountable so we can get our student success up. We need to do a better job.

Main takeaway to take back to departments is the performance measure piece to take away favoritism. Worried about having department meetings and it turning into a negative session. But mostly need to inform and address concerns.

Merit Pay Committee is meeting **weekly**. They will talk about the San Jack plan to see what draft they can put

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together and give to us to take back to our departments.
Might provide two systems to show differences/comparisons to department in order to ensure it is not misconstrued that we are adopting the San Jack plan. Other ones have too much favoritism implied. San Jack does not.

Questions/Comments:

Need to have vetting of the goals too, not just the output because supervisors might set achievable goals for one person and unattainable goals for another.

San Jack budget cuts were borne by the staff of the school. There is concern that employees here would have to bear the brunt as well.

Performance measures - what they are and how they are set is the KEY to this.

Concern that it will be based on student pass rates/performance.

Industry feedback could be a performance measure for those programs.

Does this apply to adjunct faculty?

What happens when a faculty member does not meet merit requirements?

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| | At San Jack, temporary faculty are not eligible. If we don't have tenure, are we temporary? | |
| President's Report | <p><u>Campus Carry committee</u> - August 1, 2017 will take effect on AC campuses. Reem was asked to develop clear, documented plan for gathering input on this from faculty. Must be submitted to Board by June 1st, 2016. By November 2016, Board must submit a plan to the state.</p> <p>AC can limit where they carry - so can name some places they cannot carry, but if they cannot carry in a certain place, then there must be a place they can store it.</p> <p><u>No Excuses 2020</u> - Focus group. First meeting September 9th.</p> <p><u>Faculty Award Nominations</u> - Dr. Vess asked for more names.</p> <p><u>Board of Regents</u> - 1% raise.</p> | |
| Secretary's Report | Google Drive overview. | |
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| | Committee Reports | |

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| Courtesy | none | |
| Elections | none | |
| Legislative | none | |
| Mead Award | none | |
| Professor Emeritus Award | none | |
| Questions | none | |
| Salary | none | |
| Technology | none | |
| Faculty Survey | none | |
| Hospitality | none | |
| Faculty Development | none | |
| Instructional Technology | none | |
| Pinning | none | |
| Faculty Committee Appointments | none | |
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| New Business | none | |
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| Updates and Announcements | none | |
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Recorder: Emily Gilbert, Senate Secretary – Instructor, Library