

# PRESIDENT'S CABINET MEETING

February 28, 2017

## MINUTES

### CALLED TO ORDER

10:03 am on 02/28/2017

### ADJOURNED

11: 56 am on 02/23/2017

### MEMBERS PRESENT

Bob Austin, Tamara Clunis, Cara Crowley, Lyndy Forrester, Russell Lowery-Hart, Chris Hays, Steve Smith, Mark White

### MEMBERS ABSENT

None

### OTHERS PRESENT

Kevin Ball, Joy Brenneman, Frank Sobey, Collin Witherspoon

### DISCUSSION:

1. DATA	Witherspoon
<p>Of the 100 student cohort, another student has withdrawn. He is male, part-time, developmental education, Hispanic, in the 20-24 age bracket, and in a transfer program. This leaves 69 students of the original 100.</p> <p>Collin looked at course sequences that FTIC students took in their first fall term and calculated the sequence GPA. He was looking to see if a particular course sequence affected success rates. He found that there is no commonality for a semester and most course sequences only had one student. Once Pathways are in place, there should be fewer sequences with more students in each. The number of students required in a sequence to result in good data is at least 30. He may have better data after the Fall 2017 semesters which could help incoming students but would likely be too late for students already enrolled for Spring.</p> <p>Russell noted that Collin's data presentation was well-received at the recent Poverty Summit at McLennan College in Waco.</p>	
<b>ACTION ITEMS</b> <ul style="list-style-type: none"><li>• Look at the sequence data again after Pathways are in place – Fall 2017</li></ul>	Collin

2. FACULTY COMPENSATION MODEL PRESENTATION	Smith
<p>Steve started the conversation noting that faculty pay can have an impact on student success. Conversations were started with faculty in October where they voiced concerns over the variability in their monthly pay checks, how across the board raises are calculated, and concerns about how merit pay might affect their steps. He showed Cabinet the large table for faculty pay and explained how an across the board pay raise actually results in varying effective pay raises, some receive less, some more. If a faculty is not moving across the table with educational increases, step increases decrease until year 14 and then stop completely. This process has been in place for approximately 35 years.</p> <p>Under the new proposal, faculty could choose a 4-term appointment (Fall and Spring) or a 5-term appointment (Fall, Spring, and Summer). Option 1 would be 36 hours/year. Option 2 would be 42 hours/year and an incentive to choose this option. He introduced the concept of step raises at a flat \$500/year with no step out and \$50 education raise for each class completed which would be calculated once a year. The end result would be an effective rate that would always be more than the current across the board raise received. Faculty could choose to move back and forth between the two options but the incentive would only remain with the 5 term contract.</p>	

Making these changes would result in an increase to the budget that would depend on what contract the faculty members choose. The new pathways are built with summer courses included and advising will be automatically enrolling students into all year plans. These changes will increase course offerings and student enrollments in the summer which would result in increased revenue more than covering the costs of implementing the new faculty pay structure. The increase in enrollment would also shorten the time to graduation for our students and help the college to reach its goal of 70% success. Students will remain engaged through the summer resulting in higher completion rates and earlier completion. Faculty committee assignments will be reduced as well as 1:1 credit for labs and clinicals and no proration for classes with low enrollment towards the faculty work load.

Academic administration and merit pay are separate issues/conversations and will be addressed at a later date. Stipends for coordinators/directors and dual credit will remain the same for now.

Cabinet discussed some of the divisions that will need to be involved to maximize this new structure.

- EOD and legal will need to update the Faculty Handbook
- Marketing – goal will be to have 60% faculty on the 5-term contract and will help students understand that classes are available year round
- Advising – include summer as the default plan when making student schedules and increase 8-week plans to have students enroll in 6 hours each 8-weeks
- Financial Aid – move toward aid like a paycheck which will give students the ability to take summer courses
- Accounting – work on budgeting, financial aid monthly payments, and update payroll practices for faculty; continue work on incentives for graduation
- IR – data on student success with more full-time faculty teaching additional sections
- Foundation – summer scholarships will need to be discussed; align scholarship application with financial aid application; streamline process; look at the possibility of two application deadlines

**ACTION ITEMS**

- Cabinet members will begin meeting with the taskforce and faculty groups for conversation and feedback about the proposed plan; sessions will be scheduled on the WSC, West Campus, and East Campus
- Steve will present the plan to Faculty Senate on Friday March 3, 2017

Steve, Cabinet

**3. GENERAL ASSEMBLY**

**Lowery-Hart**

Russell asked the Cabinet to think about moving back to only one General Assembly per year, when that should take place (Fall or Spring) and how the teams challenge could be handled if only once a year.

**ACTION ITEMS**

- Provide feedback to Russell

Cabinet

**4. CRUNCH DAY**

**Clunis**

Tamara reported that they will pilot this during finals week. The first floor of the Ware will be open for 36 hours straight with police security. The elevators will be locked. Snacks will be provided, laptop carts brought in, and additional tables and chairs set up. A marketing plan has been developed. She will look into maybe having it open the entire week of finals. This is a pilot and if students don't take advantage of the opportunity, it won't be done again.

**ACTION ITEMS**

**5. ENROLLMENT UPDATE**

**Austin**

No report

<b>ACTION ITEMS</b>	
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<b>6. BRAGGING ON EMPLOYEES</b>	<b>Cabinet</b>
No report	
<b>ACTION ITEMS</b>	

<b>7. COMMUNICATION POINTS</b>	<b>Forrester</b>
Lyndy reviewed the items to be covered in her report.	
<b>ACTION ITEMS</b>	Forrester
Lyndy will send email.	

<b>8. POSITION JUSTIFICATIONS</b>	<b>Cabinet</b>
<p>Tamara presented four positions.</p> <ul style="list-style-type: none"> <li>• Academic Advisor – Success Center – Grant funded</li> <li>• Dean of Academic Outreach &amp; Support Services – Becky Burton, Becky is currently 25% institutional and the remaining 75% will be covered by reallocated funds from FYS Department</li> <li>• Associate Dean of Academic Success who will mainly be responsible for grants in that area. Funds available from unfilled positions</li> <li>• Director of Educational Initiatives – 100% grant funded for three years</li> </ul> <p>Mark White made a motion to approve these positions, seconded by Bob Austin. The motion carried unanimously.</p>	
<b>ACTION ITEMS</b>	Lyndy & Tamara
<ul style="list-style-type: none"> <li>• Lyndy will work with Tamara on the appropriate pay for the Associate Dean position.</li> </ul>	

Russell updated the Cabinet on the President's Leadership Institute activities. The group will be divided into two teams, one will work on Supervisor Training, the other on Industries for the Future. He provided his proposed teams and co-chairs and asked for Cabinet feedback by Friday. Cabinet members will be invited to PLI meetings to discuss priorities and issues in their divisions and then allow time for Q&A. Cara has scheduled these meetings.