



Portsmouth Faculty Senate (PFS) Minutes

Date & Time: Friday, September 27, 2019, 12:30 PM

Location: Portsmouth Campus, Batten Center (B204)

In Attendance: Tiffanye Sledge, Ted Tyler, Siabhon Harris, Suzanne Luna, Catherine Merritt, Elizabeth Harris, Katrina Dash, Geraldine Wright, Evelyn Coutee, Kimberly Lee

- I. Call to Order – Meeting called to order at 12:33 PM
- II. Correction and approval of PFS April minutes – Meetings were approved with no edits
- III. Guest Speakers – none
- IV. Reports
- V. Open Business
- VI. New Business
 - A. Welcome New Senators – New Senators in attendance introduced themselves
 - B. Presidential Search Update – Input from the community survey is crucial and we should ensure that our voices are heard in the interview process as well. An email was sent by the CWFS chair with a schedule of open forums. There is concern that all of the open forums are being held at the Chesapeake campus but there are faculty meetings at each campus. There is also concern that the faculty forums are very short and could have been offered during the designated activity hour.
 1. The Senate requests if there are any additional meetings regarding the Presidential Search and our campus faculty chair cannot attend that an alternate attendee is designated.
 2. The Senate requests that the faculty meetings are extended and that the open forum be held during the designated activity hour.
 - C. Academic Year Goals: Projects – There is some general confusion about the impact that Campus Senates can have in the new “one college” pathways organization.
 1. Potential project – help faculty understand what initiatives and projects go with which topics. Campus, pathway, department, or college?
 - D. Meeting Overload / Alternate Representation / Discuss - What to Attend and How
 1. Academic Advisory Council needs a Portsmouth representative – generally attended by Campus Senate Chair. If a chair can’t attend then they can assign an alternative representation. Meetings are twice a month on Fridays. There is a concern that faculty are being asked to attend more and more administrative meetings in additional to their teaching duties.
 - a) Dates: Oct. 4 and 18, November 15, December 13. 9-11 AM. Norfolk campus Green Building. Let Tom know if you would like to attend any of these meetings.

2. There is also no central calendar to keep track of meetings and conflicts. This would be very helpful to keep track of meetings across campuses and pathways. This will be presented as a question at the next CWFS.

E. By Laws Update as Needed / Discussion

1. We likely need an update to the bylaws to reflect Pathway membership rather than discipline membership. Chesapeake bylaws can be used as a model for this change.
2. Is there potential to create some kind of body or senate that is Pathway based rather than campus based? This can help to ensure that all campuses are informed about Pathway level changes that affect all the campuses. It is possible that this could be addressed by having Pathway specific information presented at the CWFS.
3. Action Item: Geraldine Wright and Tiffanye Sledge will work on updating the bylaws to present at the October meeting.
4. There is concern that there is nothing in the bylaws stating that senate officers need to be based on the campus for which they serve. This question has developed because of the movement of the Visual Arts Center from Portsmouth to Norfolk. Issue will be tabled for the moment to be readdressed once the Visual Arts Center has officially moved.

F. CWFS Meeting TBD (October 3?) / Discussion / Issues For CWFS

1. Voting senators attending: Geraldine Wright, Tiffanye Sledge, Katrina Dash, Tom Siegmund?
2. Meeting will likely be held Thursday, October 3rd but the location is uncertain

G. Current Roster to All – Attached – Update as Needed

1. Roster will be updated to reflect that Kimberly Lee is now a full-time faculty member rather than an adjunct

H. Financial Aid – Semester Limit (Elizabeth)

1. There are students that are unaware that financial aid will only pay for a limited number of semesters. It may need to be better clarified in the Student Handbook.

I. Request to bring back bring back English 101 and 102 or 108 (Elizabeth)

1. 101 and 102 are composition classes that do not require the use of formal MLA, APA, etc. This would be useful for students that do not need English 111 and 112 like technical programs, or can serve as developmental courses to prepare students for English. We need campus support for this since technical programs are mostly based on our campus.
2. Potential contacts: Tom Stout as the pathway dean for many technical programs. Linda Williams is listed as the contact for the curriculum committee.

J. Problems with students with accommodation process (Elizabeth)

1. Issues with students that do not want to use their accommodations but then have complaints after the assessment or course. This can be addressed in the syllabus to delineate how students should approach their own accommodations. Can also ask students to sign a written statement describing which accommodations they want to use.

K. Dual Enrollment students younger than Junior level status (Elizabeth) – Is it possible to be made aware of what level of high school students are enrolled in because the content of courses may not be appropriate for all levels of high school students.

1. There is feedback from other students that they do not want to be in classes that are predominantly young high school students. We need to make sure that classes are still accessible for our main population.

2. Tiffanye Sledge and Elizabeth Harris will set up a meeting with Katina Barnes to discuss the handling of dual enrollment students in college level courses.

VII. Other items – Faculty discussion

A. The librarians would like CWFS to address that the new website is not very accessible and it is too difficult to reach the library page and to research topics. This question will be raised at the CWFS.

VIII. Next PFS meeting: Friday, October 25, 2019, 12:30 PM, Batten Center, Portsmouth Campus

IX. Adjournment – Meeting closed at 2:05 PM