



Virginia Beach **MINUTES**

Date & Time: Sept 26, 2019 12:30 p.m.

Location: Blackwater Building, CW128

- I. **Virginia Beach Senators Attending:** Melanie Basinger, Health Professions; Angela Bell, Secretary, Health Professions; Kathy Buhner, Engineering, Sciences and Math; Wendy Buie, Counseling; Chris Cartwright, Engineering, Sciences and Math; Sam Duncan, Arts and Humanities; John Gallo, Engineering, Sciences, and Math; John Krenzke, Vice Chair, Social Sciences; Dania Sinibaldi, Chair, Engineering, Sciences and Math.

Senators Not in Attendance:; Maureen Cahill, Arts and Humanities; Diana Homs, Engineering, Sciences and Math; Kimberly Jones, Public and Professional Services; Cheryl Nabati, Library; Jared Oliverio, Computer Science and IT; Jim Roberts, Business; Tom Williams, Arts and Humanities.

- II. **Call to Order:** The meeting was called to order at 12:40 PM.

- III. **Review/Approval of Apr. and Aug. Minutes:** Minutes were approved with corrections.

IV. **New Business:**

- A. Academic Advising: Fall training is scheduled during Sep 24 – Oct 18. Currently there are 33 students seeking AAS that will need advising this fall. Training is not mandatory at this time but faculty should be encouraged to attend. Faculty recommend that virtual training to be made available to provide flexibility for those that cannot attend training due to conflict with class schedule. The transfer of sequential courses like psychology and sociology was discussed. It was noted that only one course and not both courses may transfer to schools like ODU which may impact student advising.
- B. VB Campus Course Failures: Marilyn Hodge has asked that one senate member serve on the Retention Task Force to work on this initiative. Melanie Basinger volunteered to serve on the task force beginning in November.
- C. Forms: New forms should be available on the website. If a student is dropped for financial aid but has been attending, only the teacher needs to sign the form; even if it is beyond the drop/add date.
- D. Reorganization: Several division chairs appear to be overwhelmed with duties and have or will soon have used all of their release time hours. Is this happening in all pathways? It was noted that programs like in Health profession that undergo specialized accreditation receive outside feedback from accrediting agencies regarding whether there is sufficient staff to accommodate program needs.
- E. VCCS 29: Faculty were asked to review the VCCS 29 and provide comment. Discussion regarding fairness of non-transfer program faculty and transfer program faculty being ranked/compensated the same even though some non-transfer programs may have lower educational requirements occurred.

V. **Chair's Report:**

- A. College-Wide Senate: Sept 5th meeting was cancelled due to Hurricane Dorian, next meeting scheduled for October 3rd at the Chesapeake Campus.

B. Academic Advisory Council

Sept 13, Next meeting is Oct 4th

1. Academic Advising. 33 students need counsel this semester. Faculty member will reach out this 1st time and record in Navigate. Q&A
 - How many advisees per faculty member? Unknown
 - Can appointments be virtual or must they be FTF? Virtual or FTF is good
 - Advising within office hours? Unknown, “feeling it out”
 - Time dedication required? Only need to see the student once but they may be seen more often.
 - How will the faculty know who their assignees are? Dean contact.
 - How will the student know who their advisor is? Faculty contact.
 - Is faculty advising training mandatory? It is presently voluntary
 - Students are to be manually assigned appointment times...supposedly any student, not just those assigned to a faculty member can make an appointment. In Outlook? Not all faculty use Outlook, so how would that work? This is true only for faculty that wish to open their calendar. The long term plan is to automate appointments but right now appointments are set by the faculty member.
2. Communication Plan. The PAPC had suggested a plan which was debated for a good length of time without progress. Outside suggestions were received. In the end, the topic was tabled.
3. Dr. Summer’s is chairing a committee to work on revising policy 2111 as regards to online enrollment caps with consistency across campuses.

C. VB Provost’s Staff Meeting

Sept 10 and Sept 24, Next Meeting is Oct 8th

1. Enrollment as of this Tuesday: VB -5.6% Ches -7.6% Norfolk -12.2% Ports -10.4% College -8.1%
2. President’s Council approved new system for high school recruitment of potential students. TCC has 5 outreach advisors (2 dedicated to Va. Beach).
3. President Search: 70-80 applications > 12 people for 1st interview > 4 finalists to the Chancellor, these must be investigated by an outside firm for certification > planned campus interview process in first week of October. The board will make a recommendation to the Chancellor and the Chancellor has a history of accepting whatever the board recommends.
4. Student referrals to Deans by Enrollment services. Difficulties with VB making decisions for six other Pathways when only three pathways are on this campus. Volume of students is considerable. Faculty discussion recommended creating an office space in enrollment services and rotate the Deans.
5. Accolades: Marilyn Hodge congratulated her staff on seeing 2500 students each this semester. Dr. Summers congratulated Angela Bell’s program saying he heard nothing but good things from the accreditation board.
6. Emergency Training Exercise on October 15th in the Student Center
7. VBCPS Counseling Workshop on October 21st

VI. Division Reports:

- a. Arts and Humanities
- b. Business and IT
- c. Health Science:
- d. Engineering Science and Math
- e. Social Science
- f. Counseling
- g. Library

I. Old Business:

Reorganization: Phase II noted concern.

1. Prepaid conference registration and the inability to get things paid due to P card issues. Concern expressed regarding who should pay for faculty who technically fall under a different campus. *New structure may not accommodate the old ways. Lydia LePorte is the new Joe Joyner.*
2. No information on budget. What is coming up and will layoffs occur? *No layoffs.*
3. Is there a written policy limiting teaching all courses online or not teaching 3 in a row? If not, should Dean's be able enforce unwritten policies for their department? *No written policy for any of these items. DeMarte had originally brought the online teaching issue up but no policy. File complaints about a Dean to your Provost.*
4. Confusion regarding help for students. Lack of support in buildings to accommodate student needs. Students being asked to go across campus for assistance.

Next College Senate Meeting – Thursday, October 3, 2019. Meet and greet at 1:30 p.m., meeting at 2:00 p.m. – Chesapeake Campus, Room TBD).

Next VB Senate Meeting – Thursday, October 31, 2019 at 12:30 p.m. Room TBD.

Close: Meeting adjourned at 1:54 PM

Respectfully submitted, Angela Bell, Secretary