



Virginia Beach **MINUTES**

Date & Time: Aug. 29, 2019 12:30 p.m.

Location: Virginia Beach Student Center, K-304

- I. **Virginia Beach Senators Attending:** Melanie Basinger, Health Professions; Angela Bell, Secretary, Health Professions; Maureen Cahill, Arts and Humanities; Chris Cartwright, Engineering, Sciences and Math, John Gallo, Engineering, Sciences and Math; John Krenzke, Vice Chair, Social Sciences; Kimberly Jones, Public and Professional Services; Dania Sinibaldi, Chair, Engineering, Sciences and Math

**Senators Not in Attendance:** Kathy Buhrer, Engineering, Sciences and Math; Wendy Buie, Counseling; Sam Duncan, Arts and Humanities; Lori Herrick, Adjunct, Information Technology & Business; Diana Homsy, Engineering, Sciences and Math; Sydney Gordon, Library; Jared Oliverio, Computer Science and IT; Tom Williams, Humanities

- II. **Call to Order:** The meeting was called to order at 12:55 PM. 7 out of 16 senator's present, quorum not met.

- III. **Review/Approval of Apr. Minutes:** Minutes were not approved due to lack of quorum.

IV. **New Business:**

- A. Reorganization: Phase II has been live since July 1<sup>st</sup> Concerns noted include
- A. 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.
  - B. No information on budget. What is coming up and will layoffs occur?
  - C. 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?
  - D. Confusion regarding help for students. Lack of support in buildings to accommodate student needs. Students being asked to go across campus for assistance.
  - E. Lydia Leporte to replace Joe Joyner as Chair, Faculty Senate Professional Development Committee.
- B. Canvas: Comments include convenience of student canvas app. Faculty expressed concern regarding the inability to change point value for exam questions as a group. Currently changes must be made to individual questions.
- C. Academic Advisory: Additional training dates have been scheduled. Faculty expressed the need for training to be made available electronically or have a professional development day. Additional concerns include the selection criteria to determine a particular program and students being blocked even though the student has not been assigned an advisor.
- D. Gender Neutral Bathroom: Separate male and female bathroom with a designated gender neutral bathroom is preferred.
- E. Forms: All new forms are available on the intranet with few exceptions. Only the faculty signature is required on re-enrollment form. Accommodation forms have changed.
- F. Course Failures: An analysis of high failure rate courses needs to be conducted. The evaluation is not punitive and Dr. Summers is willing to assist with providing necessary data.

It is recommended that data be passed to the Dean then passed on to faculty. Potential obstacles to success include lack of tutoring support, guidance for online support, and the need for a required online orientation for all online courses.

- G. RIU University: RIU University has requested that faculty consider conducting Pro bono workshops in art, music, and other topics for community service.

## V. Chair's Report:

- A. Reorganization: Phase II (final implementation) went live effective July 1st
- B. Academic Advisory Council
  - A. May 10th, May 31st, Jun 14, Jun 28, Jul 30, Aug 15
  - B. Textbook Policy. Wave I has resolved a policy and they want Wave II to be (or do?) the same. A comment was made that there are "11 textbooks for English on one campus". Other deans say they have met with their faculty and the decision was NOT to have a policy yet. This topic was tabled.
  - C. ECPI is offering TCC students guaranteed admissions, will accept up to 80 hrs. of credit and will honor the ODU tuition rate (ECPI's is much higher); our AS in Cyber Security will be accepted.
  - D. Operating Budgets for FY19 populated into the Pathways. Money for warranties, accreditations, fees and how those will be handled was discussed. Wage expenses, leftover funding, and external funds used as reserved must be redistributed by pathway.
  - E. Dual Enrollment is on the agenda for a Deans meeting. For now, it's status quo. Pain points will be who schedules and who hires instructors. Schedule is not done until August. Apprenticeship commitments is another consideration difficult to handle at the last minute. NACEP standard to meet in the fall per Phyllis Molloy.
  - F. EAB. Appointment scheduling is going well but how to handle peak times?
  - G. Ad Astra. At the ASAC meeting there was a presentation of how Thomas Nelson is using it. K. Ragno and M Woodhouse attended and brought forth two questions. How do we infuse this data in our policy? What are the priorities for scheduling? Not able to answer these questions at this time.
  - H. Faculty Advising. CTE certificate students eligible after 12 hours which is now. What to do? Faculty need more training in the fall.
  - I. Forms. Many forms were revised for simplicity and to stop students from bouncing around for signatures. These should be already available.
  - J. New TCC Website. It goes live on Sept 4th. Marian Anderfuren sent out an email to all faculty this past Tuesday asking for patience and feedback (they have a link to a form). Changed to meet new mobile demands, web philosophy changes and to meet accessibility regulations. FYI, website expectancy is 2.7 years. Concern that the library and resources for students is not available on the first page.
  - K. Learning Institute to be held on Jan 8, 2020 (advisement) and Jan 9 (assessment and goal setting). It was decided to move these to January instead of May because there is only one week at the end of the spring semester for faculty to finalize grades and also prepare for summer semester.
  - L. Apprenticeships will now be a part of Tom Stout's pathway. NPN Shipbuilding is also now going to be using TCC.
  - M. We are examining our policy of backing out enrollment due to non-payment. Stop the drop.
  - N. If faculty teach across multiple disciplines they should contact these Deans and let them know. If they exceed maximum credit hours, they will not get paid for hours above the max.

Provost Leadership Meeting:

- A. Enrollment is tanking but efficiency is lower. 17 of 18 colleges are down. We are back to 1997 numbers and we have 8 new buildings. FTE-wise we are back to 2001.  
As of this Tuesday: VB -10% Ches -10.2% Norfolk -15.8% Ports -12.1%  
College -11.5%
- B. Small PA college agreed to honor TCC tuition rate for our graduates
- C. Stratford University has closed their doors. Univ. of Phoenix and The Art Institute are going away or are already gone.
- D. Learning Institute on advising. It was a day of service, faculty were under contract. Only 35% attendance.
- E. Small enrollment classes. There are about 30 sections of courses with 5 or fewer students. We cannot afford this for long. There are two campuses running a Calculus I with 4 people in each class and a GenEd class (not VB) running with 2 students that started on May 20<sup>th</sup>. Minimum recommendation is 7-8 students to cover instructor and 11 students to cover instructor and facilities.
- F. Admissions task force is working to address issues and made recommendations to improve the enrollment process. Pre-Application Video, Walk-In Screening, Additional Payment Communications, & Surge Staffing. As of Aug 27 focus has changed to improve new processes, data collection and user base.
- G. Food Service is going to be just the Campus Cup, we cannot support full service anything. The college wants one contract for all campuses but we are all different. A comment was made that the food is too expensive, isn't good and the hours of operation are inconsistent.
- H. Ad Astra. It's backward looking not forward looking software. Metrics don't account for classes on different days, MWF vs TR. All math class numbers changed so cannot use 5 year data. Too much info and we are not ready to use it.
- I. President Search. NOVA is having interviews the weeks of Sept 23 and Sept 30 so TCCs will probably be the 2<sup>nd</sup> or 3<sup>rd</sup> of October. There were 77 applicants (usually 120). We will get what NOVA's leftovers. Virginia Highlands will probably get our leftovers. Possibly in place by Jan. 2020.
- J. Direct Enrollment Pilot. TCC is one of colleges participating. Begins fall 2020 for Math and fall 2021 for English. Essentially students don't do placement testing. We ask them their high school GPA and what classes they've taken and they pretty much place themselves. All developmental math classes will be eliminated. We've been asking for a hold harmless clause to avoid a potential negative impact to Performance Based Funding.
- K. Municipal Center Tragedy. TCC offered family assistance in library and student center.
- L. TCC Security. Top Guard is allowed to authorize a shutdown of our campus w/o finding an admin on campus if they deem something dangerous. Angry student? Call security first (serve as witness) before deciding to call 911.
- M. Fishing emails. If it looks hinky don't click on it. If you do it shifts you to training.
- N. Dr. Summers has proposed a new student evaluation of faculty to be offered within Canvas. John Morea is working on that now. He wants to have it up and running by spring 2020. Faculty will be asked to be a part of the process.

**VI. Division Reports:**

- a. Arts and Humanities
- b. Computer Science and Business
- c. Health Science: student concern regarding TCC Barnes and Noble bookstore textbook prices being higher than the cost to purchase the textbook from the Barnes and Noble website. Med Lab Technology has an upcoming accreditation site visit. Radiography recently filled the MRI position and the DMS position is in the process of being filled.
- d. Math and Engineering
- e. Science
- f. Social Science and Public Service
- g. Counseling
- h. Library

**O. Old Business:**

***Next College Senate Meeting*** – Thursday, September 5. Meet and greet at 1:30 p.m., meeting at 2:00 p.m. – Virginia Beach Campus, room L206 (JUL Library).

***Next VB Senate Meeting*** – Thursday, September 26 at 12:30 p.m. Room TBD.

***Close: Meeting adjourned at 3:09 PM***

Respectfully submitted, Angela Bell, Secretary