



## College Faculty Senate Minutes

Date & Time: Thursday February 6, 2020, 2 PM

Location: Virginia Beach Campus, Student Center, room K320

Sarah DiCalogero (Senate Chair) and Elizabeth Briggs (Secretary) are both present.

### Attendance:

Chesapeake Senators: Jennifer Hopkins, Elizabeth Briggs, David Ring, Ruth Shumate

Norfolk Senators: Judy Gill, Richard Gill, Libby Watts

Portsmouth Senators: Tom Siegmund, Tiffanye Sledge, Geraldine Wright, Katrina Dash

Virginia Beach Senators: John Gallo, Angela Bell, Maureen Cahill, John Williams, Dania Sinibaldi, John Krenzke, Melanie Basinger, Sam Duncan

Counselor: Wendy D. Bule

Ex Officio: Stacey Deputy

Guests: Joseph Sych, Regina Burnett, Betty Fitte, Matthew Gorris, Lorenz Drake, Michele Marits

Meeting commenced at 2:02 PM

### **I. Call to Order**

### **II. Review and Approval of December 5, 2019 Minutes approved as amended**

### **III. Campus Motions**

The Senate Chair moved that the Chesapeake campus motion was out of order. The Faculty Senate voted to overrule the decision that motion is out of order.

“Faculty Senate requests that the most recent enrollment task force report their findings, conclusions and recommendations”

### **Motion does not pass**

Votes in Favor: Jennifer Hopkins, Richard Gill, David Ring, Libby Watts, Tiffany Sledge, Judy Gill

Votes Against: Ruth Shumate, Geraldine Wright, Dania Sinibaldi, John Krenzke, Katrina Dash, Angela Bell, Melanie Basinger, Maureen Cahill, John Williams, John Gallo, Sam Duncan, Tom Seigmund

Abstentions: Elizabeth Briggs

Motion from the floor “Move to rescind motion requesting that SDV 100 be moved to Academics”

### **Motion passed unanimously.**

## IV. Chair Report – Sarah DiCalogero

### **February Chair Report:**

- The Faculty Senate Executive Committee met with Dr. Conston on Friday, January 17th. We focused on issues concerning faculty morale, student success and college operations and the impact of communication on all three. At the President's Council meeting on Thursday, January 23rd she discussed a few changes regarding communication at the College. The college will start posting minutes from the President's Council, VP and Provost meetings in SharePoint, the creation of a college-wide calendar and organizational charts. Dr. Conston has also committed to monthly "Coffee with the President" type meetings that will be held at the same day/time each month on rotating campuses. The intent is that she will visit each campus for these sessions three times per calendar year.
- The Senate will continue to focus on faculty morale, student success and college operations during the spring semester. I encourage you to speak with your campus and college-wide representatives your concerns/thoughts/ideas. I've included a spreadsheet with a list of motions and outcomes for the past three academic years.
- TCC College Board Meeting met on January 14 in the President's Conference Room A resolution was presented to Terri Thompson in recognition of her service on the TCC Board. Ms. Thompson has been selected to serve on the VCCS Board.
- In the Academic Council meeting on Friday, January 24th, the Norfolk Faculty Senate Chair, Judy Gill, asked about a checklist for faculty to use when advising students. There is a manual in SharePoint that contains a list of advising duties  
[https://intranet.tcc.edu/sites/InsideTCC/AcademicStudentAffairs/\\_layouts/15/WopiFrame2.aspx?sourcedoc=/sites/InsideTCC/AcademicStudentAffairs/Documents/AcademicAdvisingProcess.pdf&action=default](https://intranet.tcc.edu/sites/InsideTCC/AcademicStudentAffairs/_layouts/15/WopiFrame2.aspx?sourcedoc=/sites/InsideTCC/AcademicStudentAffairs/Documents/AcademicAdvisingProcess.pdf&action=default)
  - If the link does not work starting from the main Inside TCC page go to Documents and Forms and Click on Academic and Student Affairs, then choose TCC Organizational Unit: Student Affairs. The document is called AcademicAdvisingProcess.
- The form to apply for Faculty Professional Development Funds can be found at:  
<https://forms.tcc.edu/college-professional-development-fund-application/> Lydia LePorte (lleporte@tcc.edu) is the chair of the committee and can answer questions that you may have. See Appendix F for the funding guidelines.
- New Emergency number went live on 1/13 - the number is 757-822-7777. At the February 3, President's Council Meeting Tim Mallory reported that approximately 75% of the calls received since January 13 were for locking and unlocking doors.
- The President's Council Meetings have been moved from Thursday mornings to Monday mornings as of February 3.
- The President charged Dr. James Rogers and Matt Baumgarten with creating a campus beautification plan during the January 23 President's Council (PC) Meeting. At the February 3 PC meeting they reported that there will be

phases of the plan. Phase 1 will commence this spring and includes campus signage, landscaping (flowers/mulch), decorative benches and power washing building entrances. Phase 2 is to be completed by early 2021 and will include both interior/exterior signage and sculptures/art installations.

- Dr. Conston is working on "From the Desk of the President " newsletter. The initial letter is set to go out in early February and will focus on information concerning what is going on at the state level and the impacts TCC. She has charged Marian Anderfuren with the creation of a recurrent TCC-focused newsletter to the TCC community that is focused on TCC specific information/happenings/events.
- The Human Resources SharePoint/InsideTCC site will house Organizational Charts once they are finalized.
- Dr. Conston has named Dr. Karen Campbell as the chair of the new Enrollment Task Force. Dr. James Edwards put forth a Chesapeake-Based faculty member to serve on the task force. At present the members of the task force have not yet been named.
- More information has been requested concerning the motion that "SDV be moved under the purview of academics" needs more information on the classes/assignments of concern. Campus Chairs will need to contact concerned faculty members to gather more information.
- Professor Nita Wood, is posthumously receiving the 2020 Martin Luther King College Distinguished Service Award on February 28.

#### **V. Secretary Report – Elizabeth Briggs No updates**

#### **VI. Treasurer Report – Tom Siegmund No updates**

#### **VII. Campus Reports – Campus Chairs**

##### **Chesapeake Campus**

**Meeting Date:** – Chesapeake Faculty Senate meeting – November 26, 2019 12:30 PM, Room 4102

**Motions:** Faculty Senate requests that the most recent enrollment task force report their findings, conclusions and recommendations

**Updates:** Ribbon Cutting ceremony for the new greenhouse will be on April 22<sup>nd</sup>, details to come. Faculty concerns raised but no motions included a request for an update on the gender neutral bathroom implementation, faculty liability in terms of advising students, and college representation in Richmond to advocate and lobby on our behalf.

##### **Norfolk Campus**

**Meeting Date:** February 4 - 12:30 PM, Room 3111 Walker Building

**Motions:** None

**Updates:** None

##### **Portsmouth Chair Report**

**Meeting Date:** January 31

**Motions:** No Motions

## Updates:

- Scheduled a meeting with Portsmouth Provost – She had to cancel – needed to talk about a few campus issues.
- Security - still a problem – locking classroom doors and being slow to respond to open at night.
- Bathroom housekeeping is inconsistent to a disaster – that is the range – at night.
- Multiple Pathways – an attempt to unify, but each pathway is doing it differently – things like APPDP and FDEP review etc.
- TCC Website – still too complicated and each new upgrade or version – seems to make it more complex.
- Need better choices – more non-meat choices from our food vendor.
- Syllabus Builder – links do not work.
- Not all faculty are using Canvas – that actually makes it difficult for those faculty that are using it.
- More support for Adjunct faculty – including equity and pay compression study. We should address their needs before full time as they are currently teaching the bulk of the courses.
- Still – great apprehension in Direct Enrollment Pilot!
- Request that counselors meet with discipline faculty – so that faculty may provide discipline specific information about course offerings and perhaps suggest better choices for beginning students – when given that choice

## Virginia Beach Chair Report

**Meeting Date:** January 30, 2020

**Motions:** none

## Updates:

- The chair shared minutes of Academic Council, Provost's Staff & College Senate Meetings
- Coordinated plans for hosting the "Reception for Dr. Conston"
- Salary Compression Issue. The senate brainstormed questions to ask Beth Lunde.
  - How do we do a salary compression study like NOVA and TNCC?
  - Can we adjust the pay bands for cost of living in the area like NOVA does? A majority of faculty and students live in Norfolk, Chesapeake and Virginia Beach with most being from the Beach yet (and this is assumed) cost of living includes Suffolk and Portsmouth (where cost of living is significantly lower). Is the cost of living in the area skewed toward Va Beach where a higher percentage of faculty and students live? If not, why not, and can it be made to more accurately reflect the TCC population?
  - Why is it that Mountain Empire CC receives the same pay as TCC yet their cost of living is considerably lower than in our area?
  - Salary at the public schools (namely Virginia Beach Public schools) is higher than that for our TCC college faculty.
  - Cost of living increase should be at 4% yearly and we've received maybe a 2% increase and that did not occur yearly.
  - It's never a good time to ask for a raise. If enrollment is down, then the economy is up. If the enrollment is up, then the economy is down.
  - Who decides how much is given for each additional year of experience? When was that amount last adjusted? What criteria are used?
  - What exactly does a Salary Equity study affect? What exactly does a Salary Compression study affect? What is the difference between the two?
- Synchronous Distance Learning concerns/questions/considerations we wish to share with administration are:
  - We should not market the availability of this course type until AFTER it's fully developed
  - How are we intending to handle tech issues on the student's end?

- We should ensure that the classroom tech setup is conducive to teaching the type of class being offered in this format. Not all classes are lecture only.
- Will students be in a theater setting? If so, where? On a campus? If not, would the students be in their home, in a library, or someone's office?
- How would a small group work function? How can a teacher coordinate 4-5 different groups of four students all accessing remotely OR a partial group of say 2 in the classroom and 2 not in the classroom? Math 154 lessons are primarily conducted in groups, where about 4 students do three things at once: they work on their laptops, answer questions on a worksheet, discuss those answers with their group, and may also be reading the textbook from the app on their phone. How would the teacher be able to both interact with, and see, the one group's worksheets and computer screens plus provide feedback to just that one group?
- Will there be dedicated tech people to assist interactions between student/teacher when the class is not lecture only?
- Would a teacher be able to see like all 25 students worksheets in one screen – like a security camera grid?
- Teachers should be able to choose whether they participate or not .
- How might the faculty member be able to address quick changes on the fly – like say a planned quiz where the quiz content had to change earlier that day or just before class?
- How can we ensure the quality of the instruction for students accessing remotely as compared to those actually in the classroom?
- What is considered attendance/participation in this new environment? Can a student sometimes come to class but then on other days access remotely?
- How do we effectively communicate the expectations of the new class format to the students before they sign up for this type of class?
- Should we consider the creation of a new class delivery format as the proposed teacher/student interaction is not face-to-face, online or hybrid but something else entirely.

Sarah and Judy are on the committee regarding synchronous learning, please send questions to them regarding technology/training.

### **VIII. Committee and Representative Reports**

- A.** Adjunct Committee – Joe Sych No updates
- B.** Faculty Development and Evaluation Plan – Tom Siegmund No updates
- C.** Professional Development – Lydia Leporte
  - Amount used: \$137,698.21
  - Amount remaining: \$97,301.79 (40%)
  - Full time usage: \$109,781.94
  - Adjunct Usage: \$27,916.
- D.** CFAC – Stacey Deputy
  - VCCS weekly enrollment updates and forward them to the collegewide and campus faculty senate chairs. As of 2/3/2020, TCC is down about 8% in FTE compared to last spring.
  - The next CFAC meeting is April 2-3 at the VCCS System office. If any faculty members have concerns or questions that would apply to faculty across the VCCS, they can contact me and I can ask to have them added to our agenda.
  - CFAC will have a session during the New Horizons conference April 15-17th, during which faculty can come to ask questions or raise concerns.

- E. FSVA – Sarah DiCalogero No updates
- F. PAPC – Sarah DiCalogero  
Met on January 24. Dr. Conston was not able to join the PAPC. There was discussion concerning the charges for the PAPC for 2019-2020.
- G. Rewards and Recognition & Awards- Maureen Cahill
- H. Parliamentary Rules Committee-Tom Siegmond - No updates
- I. Ad Astra-Deborah Edson/Stacey Deputy  
Nothing new to report.

## **IX. New Business**

- A. Draft Communication plan - to be discussed at March 5 meeting. To see the plan draft click [here](#)