



## Portsmouth Faculty Senate (PFS) Agenda

Date & Time: Friday May 29, 2020, 12:00 PM

**Location: Meeting held virtually via Zoom**

Join Zoom Meeting

<https://vccs.zoom.us/j/94398487766>

Meeting ID: 943 9848 7766

**Participants: Tiffanye Sledge, Katrina Dash, Darryl Perkinson, Derek Laws, Kimberly Lee, Catherine Merritt, Mary Anne Glanzer, Elizabeth Harris, Staci Forgey, Lorenz Drake, Jonnie Carney, Terry Eusebio, Leona McGowan, Siabhon Harris, Carmelita Williams, Geraldine Wright, Alicia Coles, Deborah Brown**

- I. Call to Order – Meeting called to order at 12:02 PM
- II. Welcome New Senators
- III. Correction and Approval of April minutes – Minutes approved with no edits
- IV. Guest Speakers - None
- V. Reports
  - A. CWFS – May 7, 2020 Meeting – *any/all who were in attendance*
    1. Major issues discussed included faculty and staff safety when/if we return to campus and access to the technology that everyone needs to teach remotely, especially adjunct faculty
    2. There is still a need for differentiated trainings for Zoom and Canvas to accommodate different skill levels
- VI. Open Business
  - A. PFS Transitions including completion of nominations/voting for PFS
    1. Open at-large seats: (1) Counseling (we have a confirmed nomination) and (1) Library Services (no nominations/persons have been identified)
    2. Welcome to Derek Laws from Chemistry and Darryl Perkinson as an adjunct from NNSY
    3. Nominations for Mary Anne Glanzer to represent Library Services and Terry Eusebio to represent Counseling – Elections were approved by Senate membership
  - B. By-laws Update - Geraldine Wright & Tiffanye Sledge
    1. Discussion on by-laws has concluded and no specific updates were required
  - C. Continuing Summer Science, Nursing, and Allied Health Remote/online Course Offerings Concerns – Nursing and Science Senators and Faculty
    1. Summer CHM classes were cancelled in the second six week session. There is discussion about how to handle chemistry labs in the fall semester.

2. Nursing did not hold classes in the summer, for the Fall they are trying to do classroom work online and hold practicums on campus
3. Other pathways are working on putting as many of their courses online to leave room for classes that must be on campus

**D. Technology Concerns**

1. Expansion of library services including tutorials and reference assistance – available at <https://libguides.tcc.edu/topic/digitallibrary/home>

**VII. New Business**

**A. Administrative Structure Change (movement away from the Provost model)**

1. It will now be the Dean of Student Services that manages campus-specific issues – this is Dr. Dana Hathorne for Portsmouth. She is the administrator in charge and the point of contact for the campus.
2. Dr. Johnna Harrell is an interim Campus Associate Dean, so concerns can be brought to her but the Dean of Students is the administrator in charge of the campus. Dr. Harrell is both campus facing and Pathway facing.
3. There needs to be clear communication and where both faculty and students should go when they have questions or issues.
4. There are significant faculty concerns about the process and decision making process, which did not involve faculty. There is also concern about campus management as we return to campus and the multiple responsibilities being placed on administrators.

**B. Fall Reopening - safety concerns**

1. The CWFS has a subcommittee – After the Pandemic Opening
  - a) The committee is compiling feedback, concerns, wants, and needs from faculty about how to safely reopen the campus
  - b) A survey may be sent out to all faculty to gather more feedback
  - c) They are looking at everything faculty may need including PPE's, technology, enrollment management, curricular concerns, campus processes and mechanics
  - d) If faculty have any additional feedback that they want to provide to the committee, please sent to Geraldine Wright (gwright@tcc.edu)

**C. Fall reopening – curricular concerns**

1. Semester scheduling and COVID resurgence
2. Course capacity concerns – Kimberly Lee
  - a) If classes are going to be synchronous remote there needs to be more consistency in the course capacities. Faculty are in favor of reducing capacities. Lowest limit likely to be approved is 25. Faculty senate has been asked to research course capacities in the online environment and develop a formal request.
  - b) Beginning of motion to bring to CWFS: Based on research, we move that as we transition to remote learning, we move that the course capacities be capped at 25 seats. The rest of the motion will be taken offline to formulate the motion and vote via email before the CWFS on June 4<sup>th</sup>.
  - c) Will be submitted by Monday June 1<sup>st</sup> at 5 pm and then sent to senators for voting.

**D. Campus morale and participation – Geraldine Wright**

1. It has been good to see the increased participation in the Zoom Faculty Senate meetings and we need to find a way to help it continue when we return to campus.

2. Vice Chair Dr. Wright would like to coordinate social events and open forums to encourage faculty participation in the future.

**E.** Zoom access

1. It is more secure to go through the Zoom link through myTCC than to schedule Zoom meetings in your Canvas shell.

2. Recordings done this way are not automatically upload to Canvas courses so links have to be sent individually.

3. A question will be sent in to ask when the option to schedule meetings in Canvas shells will be removed

**VIII.** Other items

**A.** It's really important to communicate plans with students because they are not registering for courses since there is not very much communication about how Fall

**IX.** Next PFS meeting

**A.** Next PFS meeting – Friday, June 26, 2020 from 12:00-1:30. Held virtually over Zoom.

**X.** Adjournment – Meeting adjourned at 2:20 PM