



Portsmouth Faculty Senate (PFS) Minutes

Date & Time: Friday November 20, 2020 - 12:00 PM

Participants: Tiffanye Sledge, Geraldine Wright, Katrina Dash, Derek Laws, Terry Eusebio, Kimberly Lee, Missy Comer, Catherine Merritt, S. Greenway, Darryl Perkinson, Elizabeth Lohman, Staci Forgey, Gabrielle Pennington, Katina Harris-Carter, Carmelita Williams

Location: Meeting held virtually via Zoom

- I. Call to Order – Meeting called to order at 12:10 PM
- II. Correction and Approval of October 30 minutes – Minutes approved with no edits
- III. Guest Speakers - None
 - A. Tiffanye has spoken to Nancy Jones and she will come as a guest speaker in January to help form a connection with Classified Staff Association
- IV. Reports (if any) – try to keep to 2 minutes or less
 - A. CWFS – *any/all who were in attendance*
 1. In response to faculty concerns about the cost of remote teaching, a one-time stipend is being issues
 2. A motion requesting weekly notification of Covid-19 cases was passed at CWFS and has been sent to the administration but there are no current updates. There may be difficulty with alerts because of the loss of the head of security and Matt Baumgarten.
 3. Discussion about faculty advising – faculty are not being asked to advise students this semester since there was not sufficient training or notice for preparation. Dr. Woodhouse has put faculty advising on hold for now until a more realistic timeline can be developed. The timeline will likely be spring training with a Fall rollout.
 4. Adjunct evaluation process – evaluation will likely be done by department chair. The formal process is still being determined but there is still concern about the workload burden on adjunct faculty. Current plan is an observation within the first 3 credits for new hires and in the next calendar year for current hires. We'd like more information about what the committee is doing to ensure that there is enough faculty input on what forms and evaluation process is being used for adjuncts.
 - B. Strategic Planning Committee – survey data and feedback from Zoom meetings is still being compiled. Current step is focus groups with students with values identified based on performance based funding metrics.
 - C. Student Services – Terry

1. REV program has received a lot of applications so student services is currently developing information sessions to determine student eligibility for funding. Funds have to be allocated by December 14th. Informational website: <https://www.tcc.edu/paying-for-college/rev/#>.

D. Library Services – Missy

1. The library is maintaining regular hours during the week of Thanksgiving.

E. Other committees/planning groups

1. Virginia State Faculty Senate (Geraldine Wright) – two new initiatives are occurring.

a) Health insurance for adjunct faculty

b) Credit hours of lab courses

V. Open Business

A. College Security Protocol (Closure on recent incidents)

1. Dean Hathorne verified the specifics of the incident. In the Provost model, the campus provosts had access to send on TCCAlerts. When the administration reorganized, those permissions were not transferred. A report was filed with police but it is not clear what happened with the TCC report. Shawnell Deans is now in charge of security and we are in the process of hiring a new VP of college security.

2. There was another incident that the campus was on lockdown because of a reported shooting but there was no formal alert sent out so people on campus did not know what was happening.

3. There seems to be confusion about who should be sending out security alerts and who has permission to do so. There is also concern about security staffing in the evenings.

a) A request will be put in to College Wide Faculty Senate that there is an administration on call in the evening and early morning.

B. Senate Vacancy (need nominations to replace Lorenz)

1. Lorenz did not have any recommendations for his replacement but suggested we check with Skip Harland about potential replacements. If not recommendations are found before January

C. Voting member designation - Kimberly Lee designated as fourth voting senator for CWFS

VI. New Business

A. Changes in Semester Length – contact Lynette Hauser with faculty feedback about short semesters.

1. If lectures and labs could be counted as separate grades then students could retake a lab during a short semester.

a) This should also be a consideration for TransferVA revisions.

2. Proposal – 15 week semester with 5, 6, and 10 week short semesters.

a) NOVA – 5 week, 8 week, 13 week, and full semesters

VII. Other items

A. Website Update

1. Katrina will update posting of minutes

B. Questions for town hall

VIII. Next PFS meeting – **TBD (skipping December???)**

A. January Meeting – 1/29/21

1. Motion passed to skip the December meeting and wait until January to meet again

IX. Adjournment