



## Portsmouth Faculty Senate (PFS) Minutes

**Date & Time: Friday October 30, 2020, 12:00 PM**

**Participants:** Tiffanye Sledge, Katrina Dash, Kimberly Lee, Terry Eusebio, Gabrielle Pennington, Darryl Perkinson, Derek Laws, Suzanne Luna, Carmelita Williams, Katina Harris-Carter, Harlan Krepcik, Geraldine Wright, Patricia Knight

### **Location: Meeting held virtually via Zoom**

- I.** Call to Order – 12:06 PM
- II.** Correction and Approval September 25 minutes – Minutes approved with no edits
- III.** Guest Speakers - None
- IV.** Reports
  - A.** CWFS –
    1. Geraldine Wright volunteered to serve as TCC representative to Virginia Statewide Faculty Senate, and the first meeting is 11/1.
    2. Safety issues on Portsmouth campus addressed but may be delayed due to reorganization of safety services. There were car break-ins and an attempt to steal a purse at the beginning of October. There was no notification of the incident to other faculty and staff. There will be further discussion with administration about proper procedures for notification.
      - a) This has brought up other safety issues including an incident of a faculty member calling security and security not being knowledgeable enough about campus to provide information on the location of a building.
    3. APPDP and Adjunct Evaluations – some pathways are essentially pushing faculty through the process because many faculty have not met goals as a result of the Covid-19 pandemic. The understanding is that most faculty should be receiving an automatic Meets Expectations.
    4. There are a lot of professional development funds available, over \$200,000. Consider using funds for items like classes and organization memberships.
      - a) Examples of how faculty can use funds would be helpful.
  - B.** Strategic Planning Committee – The administration is making significant efforts to include faculty in the strategic planning process. The goal is to make TCC more relevant to students. Multiple task forces will be involved to ensure there are multiple perspectives incorporated.
  - C.** Academic Affairs Council – Tiffanye
    1. Discussion of increasing food pantry options and the potential for providing on-campus childcare again.
  - D.** Student Services – Terry
    1. Student Services is trying to approach student communication with a college-wide approach rather than campus-specific communications to streamline messages. Text communication has been added. Advisors will be assigned to different pathways to help with case management. So when students apply to TCC in a specific pathway then they will have an assigned advisor to have a constant point of contact. An early alert system is being used to target students that may

need specific support services. There has been concern about the workload created for faculty as a result of the early alert system, and it will be improved in future semesters. Advisors are now visiting all SDV courses to encourage students to make appointments. Each campus now has a CARE (Campus Assessment Response and Evaluation) team. Our Portsmouth campus CARE team members are listed in the table below. Referral form is on the TCC website under Student Support.

|                                   | <b>Portsmouth</b>               |
|-----------------------------------|---------------------------------|
| Campus Dean                       | Dana Hathorn                    |
| Faculty Member                    | Mozell Person                   |
| Student Affairs                   | Terry Eusebio                   |
| Educational Accessibility Advisor | Gabrielle Pennington            |
| Campus Security                   | Oriene Reid<br>(Antonio Butler) |

#### **V. Open Business**

- A.** Remaining Spring Schedule Concerns – faculty should encourage spring enrollment to help with increasing numbers.
- B.** New College Structure (recent updates/clarification on College Structure) – A new organization chart has been released to show the organization of upper administration. Chart is available on SharePoint.
  - 1. Discipline deans report to Dr. Summers

#### **VI. New Business**

- A.** Senate Vacancy – A notice will be sent out on Monday asking for volunteers for a new senate member.
  - 1. Discussion about including the chair of the Classified Staff Association to increase the community feel of campus. For now, we will invite staff members as guest speakers.
- B.** Home office/classroom technology resources – Dr. Woodhouse is identifying resources to assist with teaching from home. John Morea will be sending out a survey to ask faculty for their needs. Technology will be available for both full-time and adjunct faculty.
- C.** Faculty workload – involuntary committee/initiative involvement.
  - 1. Discussion about the need for a motion about how faculty governance and participation is managed. Decided to bring up the conversation at College Wide Faculty Senate but will not make a formal motion at this time.
- D.** Synchronous Class sessions and Faculty Responsibility – concerns from students that faculty are not meeting synchronously even when their courses are scheduled to be.

#### **VII. Next PFS meeting**

- A.** Next PFS meeting – Friday, **November 20 (due to Thanksgiving Holiday on the last Friday of the month)** from 12:00-1:30. Held virtually over Zoom.

#### **VIII. Adjournment – 2:30 PM**