



Portsmouth Faculty Senate (PFS) Minutes

Date & Time: Friday April 30, 2021 - 12:00 PM

Location: Meeting held virtually via Zoom

Participants: Tiffanye Sledge, Geraldine Wright, Katrina Dash, Kimberly Lee, Derek Laws, Catherine Merritt, Bill Eger, Elizabeth Lohman, Gabrielle Pennington, Staci Forgey

- I. Call to Order – Meeting called to order at 12:11 PM
- II. Correction and Approval of March 26 minutes – minutes approved with no edits
- III. Guest Speakers – no guest speakers
- IV. Elections
 - A. Confirmation of 2021-2022 Campus Senate – The new Senate roster was sent to members via email. The senate voted to confirm and approve the four new Senate members
 - B. Nominations from the Floor for open Senate seats – One adjunct seat remains open. Bill Eger is nominated from the floor. The vote is approved and Bill Eger will serve as a Senator from 2021-2023. He will be added to the roster and a complete roster will be sent to all members.
 - C. Nominations and voting for PFS Officers for 2021-2022
 1. Secretary – Kimberly Lee was nominated, accepted, and elected to serve as Senate Secretary for 2021-2022.
 2. Vice-Chair – Geraldine Wright was nominated, accepted, and elected to serve as Senate Vice-Chair for 2021-2022.
 3. Chair – Current bylaws state that the chair should serve for a two-year term unless they choose to resign after the first year. There is also a call from the administration to keep college leadership relatively constant over the next year. Tiffanye Sledge agreed to serve for the second year of her term and was supported by senate members.
 4. A motion to approve all three officer positions was introduced and approved. The senate roster will be updated to reflect the new officers.
- V. Reports
 - A. Pathway reports
 1. Kimberly Lee (Social Sciences and Education) – biggest pathway discussions center around finalizing the summer schedule and updating courses to meet TransferVa requirements

2. Katrina Dash (Engineering, Science, and Math) – Pathway organization updates include Dr. Siabhon Harris as Interim Biology Dean and Dr. Lynette Hauser as the new Portsmouth Sciences Department Chair. Sciences are also meeting to update courses for TransferVA.

B. Faculty Senate of Virginia – no new report, Senate meets quarterly

C. Academic Affairs Council – Tiffanye Sledge

1. A major update for the return to campus is the requirement of using ID cards to access buildings. Currently the plan is to require IDs to open the building doors but there are concerns about congestion and people coming in without swiping. There is a discussion about whether it would be better to swipe cards as a sign-in separately from the door entrance to streamline the process.

2. Summer enrollment is currently up from this time last year.

3. An Open House is being held on all campuses on May 15th. Most campuses still need additional volunteers. Events will be held outside and include handing out laptops to students, express registration, Pathway demonstrations, and tours of the Nursing facilities.

4. Many engineering courses and some courses in other disciplines are being phased out in response to TransferVA. Curriculum updates will be coming out shortly.

D. Student Services – Gabrielle Pennington

1. June 1st – All campuses will fully re-open. Counselors will begin meeting face to face with students.

2. Accommodate is a new database being rolled out to streamline disability services. It will hopefully be live by June 30.

E. Library Services – no updates

F. Other committees/planning groups

VI. Open Business (updates from March 29 meeting with CAO & VPSS)

A. Course Cancellation inequities – Administration is aware of the issues

B. Syllabi submission deadlines - Administration is aware of the issues

C. 16-week classes – The official change to a 15-week semester will occur in Spring 2022.

D. Attendance-based compensation – This is not currently a model that is being planned.

E. Kudos for facilitating Administrative Professionals Day – Thank you to Kim, Cathy, and Geraldine for their work in making and distributing gifts to staff. Many people were left off the list, so we need to plan an additional distribution of gifts for anyone that didn't receive something in the first round.

VII. New Business

A. Grade change forms – There is a new, online link (gravity form) that can be used for grade changes. There is some concern that the link was live but is now only accessible with a password that faculty do not have. This form was so much easier than the previous fillable PDF form, and faculty would like to see more forms using the online format. This topic will be taken to CWFS to encourage more use of these forms.

B. There is a desire for more training for adjunct faculty, this topic will also be taken to CWFS to see what professional development is being planned for the future.

VIII. Other items – none

IX. Next PFS meeting – There will not be a meeting in May. The next meeting will be Friday, June 25th at 11:00 AM (being held earlier to accommodate summer schedules).

X. Adjournment – Meeting adjourned at 1:40 PM