



Portsmouth Faculty Senate (PFS) Minutes

Date & Time: Friday March 26, 2021 - 12:00 PM

Location: Meeting held virtually via Zoom

Participants: Tiffanye Sledge, Geraldine Wright, Katrina Dash, Derek Laws, Catherine Merritt, Kimberly Lee, Darryl Perkinson, Gabrielle Pennington, Carmelita Williams, Terry Eusebio, Elizabeth Harris, Debra Dart

- I. Call to Order – Meeting called to order at 12:06 PM
- II. Correction and Approval of February 26 minutes – minutes approved pending addition of names for attendance.
- III. Guest Speakers - None
- IV. Reports
 - A. Pathway reports (any vital info from our pathways) – department chairs or pathway faculty
 - 1) Kimberly Lee (Social Sciences Pathway) - the Fall schedule has been submitted and is streamlined as requested. Some schedule concerns include that sections are being condensed even though they technically have enough students to run, which is causing adjuncts to lose sections. This, combined with the fact that many adjunct faculty have concerns about the upcoming evaluation process, means that we may lose highly qualified adjunct instructors permanently.
 - 2) Katrina Dash (Sciences Pathway) – Greg Frank is retiring at the end of March. A replacement has not been named but the Pathway Dean, Dr. Agpakbe, will be the point of contact for biology. Fall schedule has been submitted. When looking at the percentage of sections being held face to face, many of the Pathways are below the 50% threshold. This has not been broken down to show the distribution per campus.
 - 3) Debra Dart (Business pathway) – The Business pathway is using Ad Astra data to develop their schedule and has received access to the program and at least two training feventsf. Some other pathways are receiving data but do not have access to the program (Social Sciences) but other pathways have never seen the data or the program (Science). The most helpful Ad Astra data seems to be identifying students that have fallen out of their programs and how to bring them back.
 - 4) The issue of discrepancies between Ad Astra use will be brought up at the CWFS meting.
 - B. Academic Affairs Council - Tiffanye Sledge
 - 1) A Community Feed location is opening at Portsmouth on April 19th as part of the new Student Resource and Empowerment Center.
 - 2) A 24 hour staffed, mental health helpline is being developed.

- C. Student Services – Terry Eusebio
 - 1) May 15th will be an Open House event on all campuses from 10-2. The event will provide laptops for first time in college students. Additional details are coming.
 - 2) The onboarding process for students is being improved. The current 6 steps is being condensed to 3 steps. Most of the work being done to achieve this is happening behind the scenes.
- D. Library Services – no update.
- E. Faculty Senate of Virginia – Geraldine Wright
 - 1) Next meeting is 3/27, a report is forthcoming

- V. Open Business (these are being noted here, but will be brought forward when the Executive Senate meets with Drs. Woodhouse and Campbell on March 29, 2021)
 - A. Course Cancellation inequities
 - B. Syllabi submission deadlines – some pathways are requesting syllabi prior to the start of the semester. This is frustrating for faculty who may get their classes cancelled at the last minute (which is also an issue to be addressed). The difference might be between pathway that review syllabi versus just filing them. Topic will be brought up at CWFS.
 - C. 16-week classes – Beginning in Spring 2022, only 15 weeks or shorter.
 - D. attendance-based compensation
 - E. Other open business:
 - 1) Administrative Professionals Day
 - a) Faculty senate will provide gifts and an e-card to the administrative assistants delivered by Apr 21.
 - b) A shortened Senate meeting on April 30th (12-1) will be followed by a social event to recognize staff.
 - c) An additional idea was proposed to recognize the facilities staff for their hard work before the start of the Fall semester.

VI. New Business

- A. Call for Revisions to PFS Bylaws
 - 1) Bylaws approved with edits:
 - a) Changing member requirement to 4 of 8 Pathways and correction of typos
- B. Call for Senate Nominations and Elections Process
 - 1) Tiffanye Sledge will send out an email with a call for nominations.

VII. Next PFS meeting – Friday, April 30 via Zoom

VIII. Adjournment – Meeting adjourned at 2:19 PM.