



Portsmouth Campus Faculty Senate Minutes

Friday, April 22 at 12:00 PM*

Location: Virtual via Zoom

**A motion to hold this meeting a week early to avoid the end of the semester was approved at the March meeting.*

2021-2022 Senators

Debra Dart (BCI) - Chair, Geraldine Woodberry-Wright (SM) - Vice Chair, Kimberly Lee (SSE) - Secretary, Stephanie [Missy] Comer (Library), Harlan [Skip] Krepcik (EMT), Derek Laws (SM), Catherine Merritt (HP/Nursing), Gabrielle Penington (Counseling), Darryl Perkinson (SM/Adjunct), Calvin Scheidt (BCI), Tiffanye Sledge (SSE)

Attendees **denotes senator*

Debra Dart*, Kimberly Lee*, Tiffanye Sledge*, Stephanie [Missy] Comer*, Derek Laws*, Staci Forgey, Derek Laws*, Harlan [Skip] Krepcik*, Matthew Woods

Quorum: MET

- Call to Order – Meeting called to order at 12:06 PM
- Correction and Approval of Previous Minutes – March 25, 2022 minutes approved with edits
- Guest Speakers – No guest speakers
- Reports
 - President's Council – TimelyMD is in place to help students with mental health; over 450 registered, over 300 actively using it; Faculty should recommended students to the Care Team first, but advertise TimelyMD - TCC will add Student Resources link to the student page; currently only on the top menu - Many policies and procedures are out of date and are currently under review, especially classroom safety procedures - TCC is actively developing wind energy program and curriculum with external partnerships - LEAP is still active - The Walker Building (Norfolk) is being renovated - Covid friendly seating installed throughout the college - Classroom cameras to be installed; Chesapeake and Virginia Beach are the first wave; Norfolk and Portsmouth are the second wave - Student Resources link will be added in Syllabus templates/Syllabus Builder and Canvas shells by Fall 2022, possibly Summer 2022
 - [Student Support Resources Webpage](#) & [Student CARE Team Referral Form](#)
 - Pathway and Program Reports
 - SS&ED – New course added to TCC that is on the Passport and UCGS lists: PLS 140
 - BCI – Adjunct observations and evaluation are going well
 - Nursing – Nursing Dean is in transition; Roberta Bernadini, previous Nursing Faculty member passed away
 - Trucking – Still developing/implementing the Workforce Trucking program; numbers are still at ceiling for the (academic) Trucking program so the Workforce program is not negatively impacting the academic program

- EMT – Program advisory meetings with external partners have resumed
- Adjunct Faculty – TCC will be adding Adjuncts to the recognition and reward process
- Academic Affairs Council – TCC enrollment down 3.9% for Spring 2022, but first-time college students are up and retention rates have slightly increased - Spring 2022 Dual-Enrollment is up, but decrease in FTEs (this should level out); online students have dropped by 36% but those students are accounted for in the increase of face-to-face numbers - currently, Summer up 6.5%: first-time and DE are also up - Fall 2022 enrollment is currently up, but first-time down - We are keeping students, but FTEs are dropping as they might take less than a full load in their second semester - We still have CARES money for the Summer and this is not need based - Faculty Advising training will begin with CTE and faculty leads who are helping with this process receive 6 hours reassign time
- Student Services (Pennington; via email) –
 - Student Affairs End of Year Celebration: May 13th/Chesapeake/8:30am-12:00pm; college-wide offices expected to open at 1:00pm but TBD
 - CLEP Science Exams - TES updated, TCC no longer accepts **Science** CLEP exam scores
 - Summer Cares Act funding - Funding is extremely limited and will probably not be available for Fall 2022; First come first served:
<https://forms.tcc.edu/tcc-scholarship-form-2021-2022/>
 - Textbook Funding limited, but available for Summer:
<https://forms.tcc.edu/request-for-tcc-textbook-assistance/>
 - Laptops will still be available for the summer:
<https://forms.tcc.edu/laptop-request-form-spring-2022/>
 - Campus Open Houses:
 - Portsmouth and Virginia Beach - 5/21/2022, 10:00am-2:00pm
 - Norfolk and Chesapeake - 6/25/2022, 10:00am-2:00pm
- Library Services – Posting for Norfolk Librarian; Summer 2022 OER Course is June 6 - July 24; more information: <https://libguides.tcc.edu/faculty/OER>
 - The URL for Library Services has been added to the top of the syllabus as well
- Other Committees/Planning Groups –
 - President’s Advisory Professional Council – Sarah DiCalogero will present on shared governance at the TCC Board meeting
 - Center for Teaching Excellence Advisory Council –Center for Teaching Excellence; first initiative is Faculty Fellows (12 hours, 8 in person) to work with faculty; are received 10 hours reassign time per academic year; a needs survey will be sent to faculty very soon and faculty need to complete this survey to make it useful
 - There are serious concerns of the expectations put on faculty and the limited compensation
 - Concern of some programs maxing faculty overloads (specifically for programs with high contact hours) so that program lead’s reassign time for compensation cannot be utilized
 - Question of whether faculty can have overloads with reassign time and get full compensation for both; the reassign compensation is limited to the same overload capacity, but this is not always clarified with faculty
- Campus Chair Report (Dart) – no update

- Open Business
 - Supply Drive – Subcommittee will be created and possibly work in the summer for a Fall implementation
 - Pay Inequity – TCC is still looking for a firm to conduct the assessments
- New Business
 - Welcome to reelected Senators, Missy Comer (Library), Skip Krepcik (EMT), Derek Laws (SM), Darryl Perkinson (SM/Adjunct), and Tiffany Sledge (SSE) and newly elected Senators Staci Forgey (SM) and Matthew Woods (MT)
 - Comer, Laws, Sledge, and Forgey were nominated and approved via email vote; Perkinson, Krepcik, and Woods were appointed by the PFS Chair via Bylaws contingency for limited pool of nominees
 - Nominations & Elections for 2022-2023 PFS Officers:
 - Debra Dart will continue her second term; no voting necessary
 - Cathy Merritt was nominated and unanimously approved for Vice Chair
 - Kimberly Lee was nominated and unanimously approved for Secretary
 - Representation to the Tidewater Community College Faculty Senate: Per the Bylaws, PFS will be represented at CWFS by the Chair and four additional Senators. One alternate Senator may be appointed.
 - 2022-2023 Designated Senators will include Chair Debra Dart, Kimberly Lee, and Staci Forgey. Matthew Woods will serve as alternate.
 - Per CWFS Chair Tiffanye Sledge, PFS Bylaws are not in alignment with CWFS Bylaws and there should only be three additional senators beyond the Chair; CWFS may be updating Bylaws, so we will wait to update PFS Bylaws until we receive more information
 - Dart will reach out to Senators who were not in attendance to see if we can fill the remaining empty seat
 - The Rewards and Recognition Committee needs two more members
 - Faculty Attendance at Graduation: suggestion from a faculty member for administration to have a sign up for the year so that Faculty sign up ; this concern has been forwarded to Dr. Woodhouse
- Other Items – None
- Next PFS Meeting – Friday, August 26, 2022 via Zoom
- Adjournment – Meeting ended at 2:01 PM

Minutes recorded by Kimberly Lee, Secretary.