



College Faculty Senate Meeting Minutes

Date & Time: Thursday, April 7, 2022 @ 2pm

Location: Online via Zoom meeting

Tiffanye Sledge (Chair) is in attendance, Elizabeth Briggs is acting as Secretary

Ex Officio - Sarah DiCalogero is present

Attendance:

Voting Senators

Chesapeake: Elizabeth Briggs (proxy- David Ring), Kevin Brady, Jennifer Hopkins

Norfolk: Jeff Acosta, Julia Arnold, Sarah DiCalogero

Portsmouth: Kimberly Lee

Virginia Beach: Dania Sinibaldi, John Krenzke, John Gallo, Melanie Basinger

Library Representative: Ruth Shumate

Counseling Representative: Vacant

Non-voting Executive Committee:

Elizabeth Briggs, Treasurer/Communications

Guests: Emily Wilson, Carmelita Williams, Stacey Deputy, Kimberly Perez, Michael L Fischer, Laura Sanders

Agenda

- I.** Call to Order - Meeting called to order at 2:06 PM
- II.** Review and Approval of March 3, 2022 Minutes - Secretary is absent, seeking verification before approval.
- III.** Campus Motions - None
- IV.** Chair Report – Tiffanye Sledge

Ongoing/Open Concerns:

Pay Equity and Compression Study:

- The Equity and Compression study is moving forward. Several firms have TURNED DOWN the work. Currently working with a firm that did our DEI study. Looking for others that are already certified with the state to avoid long RFP process

Return to Campus and Safety

- Masking and Access:
 - full return and no mask mandates as of 3/14
 - Normal business access (all doors open for entry & exit))
 - Swipes upon entry no longer required
 - All COVID-related signage being removed, but not all signage (refer to Dr. Conston's March 2 email update)

New Information::

- TCC Board Meeting 3/8/2022
 - Educational Foundation current focus on Nursing and CTE
 - Arts Center - 1 year until completion
 - Board approved advancement of Dr. Anne Pinkerton (Mathematics) to Faculty Emerita
 - Dr. Conston met with ODU and NSU regarding the EVMS partnership; they agreed that TCC should be involved
 - Senator Kaine renewed push for PELL funding for workforce
 - President's annual eval by the Board due by 4/15
 - Next Board Meeting: 5/10; Sarah DiCalogero , PAPC Chair, will present on Shared Governance
- **Reversal of The Firm (Portsmouth) Motion rejection:** The Rivers Casino Portsmouth will NO LONGER be occupying the academic space known as The Firm on the Portsmouth campus. They will be using the Forum (a large mostly unused meeting space) instead. **Thank you to everyone for your hard work and support!**
- Ane' provided the following update: Faculty may have a "faculty webpage" and the directory for the pages is now on our TCC.EDU main site under:
<http://faculty.tcc.edu/>
 - Here is a document with additional information including links to templates:
<https://docs.google.com/document/d/1VQVp5Q7EG6JaoJ7jdS9hmki97xcxIRYlpcbCksGxNc/edit?usp=sharing>
- President's Cabinet (PC) Meetings were held on: 3/7/22, and 4/4/2022 (the 3/14, 2/21 & 3/28 meetings were canceled):
 - Ongoing issue: NPS does not offer Dual Enrollment; will this change?
 - Security camera update: committee recommended N & VB go first 3-4 months away from identifying contractor
 - There are some programs that are offered by Workforce that are also academic (e.g., Trucking). Workforce is coordinating with Academics to avoid conflict and negative impact to academic programs
 - Phi Theta Kappa students attending the luncheon in Richmond on April 20

- Open house dates are as follows from 10 AM – 2 PM (hopefully this will help with summer enrollments):
 - Saturday, May 21 – Virginia Beach & Portsmouth
 - Saturday, June 25 – Norfolk, Chesapeake, and RAC
- Other Updates/reminders:
 - Pathway deans, chairs and faculty should pay attention to the courses offered in Passport and the UCGS as we are rediscovering that some classes are not offered at TCC but they are on the list.
 - Save the Date: Academic Excellence and Service Awards **May 3, 2022**
Location update: Chesapeake Campus @6PM
 - UPDATE: Previously students were to start paying their own tuition in the summer but there is funding available for summer tuition
 - Lab Schools Update (Meeting 3/11/2022) - no update
 - Save the Date: PTK Event is Apr 20, 2022
 - Summer 2022 OER session is Session: June 6 - July 24.
<https://libguides.tcc.edu/faculty/OER>

Program Prioritization has been completely dismantled and will be rebuilt under the direction of faculty.

Request for Dr. Woodhouse to make Program Prioritization presentation to faculty senate in May meeting.

- College-wide Faculty Senate Meetings 2021-2022 (meeting virtually via Zoom unless/until updated; hosting campuses listed below):
 - September 2, 2021 - 2 pm Norfolk Campus
 - October 7, 2021 - 2 pm Portsmouth Campus
 - November 4, 2021 - 2pm Virginia Beach Campus
 - December 2, 2021 - 2 pm Chesapeake Campus
 - February 3, 2022 - 2 pm Norfolk Campus
 - March 3, 2022 - 2 pm Portsmouth Campus
 - April 7, 2022 - 2 pm Virginia Beach Campus
 - May 5, 2022 - 2pm Chesapeake Campus

NOTE: *The campus that holds the final meeting of the academic year hosts the first meeting of the next academic year, campuses follow in alphabetical order.*

V. Treasurer and Communications Officer Report – Elizabeth Briggs - No updates

VI. Secretary Report - Maureen Cahill - No updates

VII. Campus Reports – Campus Chairs

Chesapeake Campus - David Ring

Meeting Date:	TUES, March 29, 2022 @ 12:30 in 4207 academic building
Attendance:	David Ring, Kevin Brady, Elizabeth Briggs, Andrea Tomlin, Mary MacDougall, Libby Jakubowski, Sean LaCroix, David Kiracoffe, Matthew Gorris
Motions:	none
Update:	<p>Discussion at the meeting focused primarily on the issues below:</p> <ul style="list-style-type: none">● Renovations to Pass bldg.--significantly delayed from the timeline initially presented to faculty/staff. An RFP for much of the work didn't go out until March, so it's unclear why student services relocated before the start of spring semester.● Response to motions passed at the February college-wide mtg re: the loss of The Firm at the Portsmouth campus to the casino● Chesapeake faculty senate elections for 2022-23 academic year● Concern over the lack of an administrative structure that provides a coherent voice/advocate for the Chesapeake campus faculty● The Reds-Guardians series in early April

Norfolk Campus - Sarah DiCalogero

Meeting Date:	Tuesday, April 5, 2022
Attendance:	Julia Arnold, Jeffrey Acosta, Richard Gill, Chris McCannon, Sarah DiCalogero, Shannon Ponack,
Motions:	None
Update:	In light of the recent violence in downtown Norfolk, the Campus Dean, Thomas Chatman

	<p>came to the meeting to update the senate on campus security. An email will be sent to the campus early next week outlining what changes/training will take place. The Senate asked that sign-in and card swipes be brought back. As a note, the only building on the Norfolk Campus that requires card access is the Green Building. A few departments are discussing offering only Synchronous Zoom classes during the evening hours.</p> <p>Membership for the 2022-2023 academic year was discussed. An email will go out to faculty asking for nominations/volunteers this week.</p> <p>*Tiffanye will follow-up to ask about Omnigo app for security alerts.</p>
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Portsmouth Campus - Debra Dart

Meeting Date:	Friday, March 25 at 12:00 PM
Attendance:	Debra Dart (BCI) - Chair, Geraldine Woodberry-Wright (ESM) - Vice Chair, Kimberly Lee (SSE) - Secretary, Stephanie [Missy] Comer (Library), Harlan [Skip] Krepcik (MT), Derek Laws (ESM), Catherine Merritt (HP/Nursing), Gabrielle Penington (Counseling), Darryl Perkinson (ESM/Adjunct), Calvin Scheidt (BCI), Tiffanye Sledge (SSE)
Motions:	Motion to change PFS April meeting date to a week earlier (April 22) to avoid last few days of the semester; the motion unanimously approved
Update:	<ul style="list-style-type: none"> ○ President’s Council (Sledge) – Senator Kaine pushing use of Federal Pell Grants for workforce; this would reduce money for transfer programs - TCC Educational Foundation working on funding for CTE and Nursing - CARES money is accessible for any student this summer: https://www.tcc.edu/service-support/ ○ Pathway Reports <ul style="list-style-type: none"> ■ SS&Ed (Lee) – Found that a couple of courses added to the Passport and UCGS rosters were not offered at TCC and have started the process to activate them <ul style="list-style-type: none"> ● Is this being addressed by all pathways? ■ BCI (Dart) – no update ■ Nursing (Sledge) – TCC Educational Foundation working on more funding for Nursing ○ Adjunct Faculty – no update ○ Academic Affairs Council – no update

- Student Services (Pennington; via email) – 1) LEAP Program for Summer 2022: Scholarship for recent high school grads to complete 3-12 credits over the summer and receive tuition and book costs and possibly a laptop <https://www.tcc.edu/come-to-tcc/leap/> - 2) Open House for Portsmouth Campus - May 21st 10:00am - 2:00pm - 3) Telework - Student Services employees may be able to telework 1-2 days a week. Campus offices will still be staffed. Starting date TBD (depends on department).
 - Is this a long-term change?
- Library Services (Comer) – New Coordinator of Library Services for Norfolk Campus, Mary Hanlin - New Coordinator Chesapeake Campus, Heather FitzGerald - Summer 2022 OER Course is June 6 - July 24; more information: <https://libguides.tcc.edu/faculty/OER>
- Other Committees/Planning Groups –
 - President’s Advisory Professional Council (Sledge) – PAPC is working on a shared governance tutorial video for faculty
- Campus Chair Report (Dart) – All entrances and exits are now fully open on the Portsmouth Campus
- Open Business
 - Supply Drive – We will continue to work on implementing a supply drive for students with a implementation goal of Fall 2023; Dean Hawthorn has approved; necessary forms are through Student Activities
 - Debra will speak with Cathy Merritt about next steps
 - Pay Inequity – TCC has met with a outside firm to begin the process of completing a compression study - No further word on a equity study - VCCS will be reconstructing the VCCS-29 promotion and placement matrix - Chancellor's Faculty Advisory Committee (CFAC) pushing to update the VCCS FDEP so that the language matches the colleges'; this would allow for merit-based promotions again
 - Transfer VA: ITE 152 (3cr) has been approved by curriculum committee and is implemented for Summer 2022; phasing out ITE 115 (4cr) & ITE 119 (3cr)
- New Business
 - Nominations for 2022-2023 PFS Senates - The board will send a recruitment email for Senator nominations and include shared governance information - Staci Forgey is interested in becoming a Senator; Current senators interested in returning: Missy Comer, Tiffanye Sledge, Derek Laws

Virginia Beach Campus - Dania Sinibaldi

Meeting Date:	Thursday, March 31, 2022 @ 12:30pm via Zoom
Attendance:	<p>Present: Melanie Basinger, Alan Holck, John Gallo, Cheryl Nabati, Amy Shay, Jared Oliverio, Laurie Lawson, Tiffany Putman, John Krenzke, Dania Sinibaldi</p> <p>Absent: Maureen Cahill, Ian Springer-Woods, Kimberly Jones, Jason Armstrong</p>
Motions:	<p>"Motion to add an ad-hoc committee that focuses on faculty pay to include teaching faculty, professional faculty, and adjunct faculty."</p> <p>Motion was found to be inconsistent with Faculty Senate Policy and Procedures- no action taken.</p>
Update:	<ul style="list-style-type: none"> ● Upcoming VB Senate Elections ● Admin/Faculty raw numbers and ratio percentage - is it too high at TCC. Insufficient data to work with. What is the accepted VCCS ratio? Is number of people the best measure? Is overall salary expenditure a best measure? Should we do a FOIA request for all VCCS colleges? ● Lack of Merit Pay system - suggest a college-wide adhoc committee. Prefer longevity over merit, disciplines differ and what seems meritorious in one discipline could be denied elsewhere. Too subjective. ● Campuses are fully open with no mask mandate, social distancing or reporting. ● How will the Senate meet next year? Zoom, f2f, or both? ● Shared news from Academic Affairs, Executive Senate, VB Leadership Team, and College-Wide Senate meetings. ● Hyflex workgroup begins meeting March 15th. Faculty involved are Margaret Charlton of Early Childhood, Cynthia Pedigo of Paralegal, and Kelly Kraynak with Criminal Justice. <p>Concerns raised regarding Hyflex expectations.</p> <ul style="list-style-type: none"> ● Regarding BurnOut. Course cap reduction at 20% for Summer and Fall 2022 only. ● Clarify counseling statement from last month. The issue was misunderstood and then misrepresented at last month's senate meeting. "All references to <i>counseling</i> are being removed from the job description of all positions previously identified as <i>counselor</i> positions. As employees leave their counseling position, the new position is hired as an <i>advisor</i> which does have a lower salary. The impact is fewer qualified counselors on staff. ● VB library is down staff members and Jackie will be retiring. Nfk librarian is now the coordinator at Chesapeake. Mary Hamlin is now the coordinator at Norfolk.

VIII. Committee and Representative Reports

A. CFAC – Stacey Deputy

IX. Chancellor’s Faculty Advisory Committee (CFAC) - Stacey Deputy

Meeting Dates	March 24 & 25, 2022
Updates	<ol style="list-style-type: none">1. Merit Pay Policy. The language of the Merit Pay policy has been updated to include the current faculty evaluation language of “meets expectations” and “does not meet expectations”. See policy manual 3.8.11. Item VI.2. VCCS 29 Redesign. CFAC asked ASAC to review the VCCS 29 table used to determine eligibility for faculty promotions. Reaching full professor in columns 1 & 2 is difficult. The Academic and Student Affairs Council (ASAC) felt that tweaking the VCCS 29 would not be enough to correct the various issues it contains. They have decided to start over from scratch. They have a subcommittee meeting for a retreat for two days in May of 2022 to hammer out a draft replacement. Shushana Gray from Germanna is the ASAC liaison to CFAC. She said the goal is to “Hire qualified faculty and to retain them”. Stay tuned!3. Onboarding redesign recommendations endorsed by the Advisory Council of Presidents (ACOP) in February. Each college will streamline website design, review and remove as many registration holds as possible, and hire college enrollment navigators. Individuals who will help students with front end enrollment (rather than academic advising) similar to the process used by for profit institutions.4. CFAC Proposal on Office Hours. CFAC proposed to ASAC that the office hours policy be revised and renamed “Student Engagement Hours”. Ten hours will still be required but the language allows flexibility for some hours to be held online, in tutoring centers, math labs, etc. ASAC approved the recommendations, and the proposal is going to ACOP next for approval.5. Potential Raises. The legislative session ended without a budget. The governor called for a special session in April to attempt to finalize it and reconcile differences between the house and senate versions of the bill. At the time of the CFAC meeting, it still looked very possible that faculty would receive a 5% raise in each of the next two years. That depends on the final version of the budget that is eventually passed and so may still change.6. Issue with a few multiyear contracts at NOVA. A small number of faculty at NOVA had “meets expectations” evaluations and were eligible for multi year contracts. However, due to low enrollment in their departments they were given one year contracts instead. VCCS

	<p>Legal has been asked to provide a statement explaining why this occurred.</p> <p>7. Lab Schools legislation. There is a bill in the general assembly that is attempting to change the definition of Lab schools in the state code. Currently the definition requires them to be housed at a higher education setting. The bill, if passed, would remove higher education from the definition and would allow private entities to operate the schools, among other changes.</p> <p>8. Senator Ghazala Hashmi, a former VCCS faculty member, and current state senator (district 10) visited the CFAC meeting and gave an update on bills related to education. She spoke about lab schools, differences in the budget in the house and senate versions of the bill, and the need for faculty to visit/write/call their legislators and educate them on what we do and what we and our students need.</p>
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- A. FSVA – Debra Dart (Interim Representative)
- B. PAPC – Sarah DiCalogero
- C. Academic Affairs Council
- D. Academic Affairs Workgroup - Sarah DiCalogero/Tiffanye Sledge
- E. Adjunct Committee – Elizabeth Harris/Jeff Acosta

Questions raised regarding dual enrollment faculty. The suggestion was raised to invite Terry Eusebio to a faculty senate meeting

- F. Professional Development – Lydia Leporte

Funding Balances	<ul style="list-style-type: none"> ● Total Used: \$96,605.58 ● Total Remaining: \$138,394.42 <ul style="list-style-type: none"> ○ FT Usage: \$68,784.96 ○ Adjunct Usage: \$27,820.62
Updates	<p>Recommending Senate approve a permanent increase of the additional \$500 for FT and \$250 for Adjunct faculty that was approved for the current year.</p>

- G. ITAC - Information Technology Advisory Committee - Sarah DiCalogero - **may not be functioning, remove from agenda**
- H. Enrollment Committee - Sarah DiCalogero - **no longer functioning, remove from agenda**
- I. Faculty Development and Evaluation Plan
- J. Rewards and Recognition & Awards-Maureen Cahill & Sarah DiCalogero
- K. Communication Plan Committee - Elizabeth Briggs

X. Initiative Updates

XI. Old Business

- A. Equity study and other pay equity efforts:
 - a. Important note from March VB Senate meeting:
 - i. Data point: NOVA has 100 Admin Faculty vs 600 Teaching Faculty - 16.7%
And TCC has 90 Admin Faculty vs 250 Teaching Faculty - 36%
TCC still lacks a Merit Pay system and inability to move higher within pay band

XII. New Business

- A. Permanent Approval of PD funds
- B. Faculty attendance at Commencement
- C. Grade reporting deadlines
- D. Best Known Methods for no-show students registered for late-start courses
- E. Nomination of Chair, Secretary and Treasurer & Communications Officer.
Nominations open today and will remain open until the May meeting:
 - 1. Chair

Tiffanye Sledge nominated by Dania Sinibaldi, nomination accepted

- 2. Secretary

Dania Sinibaldi nominated by Julia Arnold, nomination under consideration

- 3. Treasurer and Communications Officer

Elizabeth Briggs nominated by Sarah DiCalogero, nomination accepted

XIII. Other items – Motions from the floor, etc.

- A. Permanent increase of PD funds

Motion: Professional development funds will be increased by 500 for full-time faculty and \$250 for part-time faculty in perpetuity.

Motion approved unanimously

- B. Reassigned time for Exec Senate - Table for May meeting
- C. Budget for CFAC and FSV reps - Table for May meeting
- D. In recent years, faculty have consistently underutilized available professional development funds. As of February 2022, faculty have used only 48% of available funds. This is directly related to how difficult and obfuscated the process is to obtain funds.

Motion: The College Faculty Senate requests that a written procedure is made accessible to all faculty, detailing all aspects of obtaining professional development funds.

Motion approved unanimously

Meeting Adjourned at 3:58 PM