



TIDEWATER COMMUNITY COLLEGE  
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**Chesapeake Campus Faculty Senate  
Meeting Minutes  
September 27, 2022 - 12:30pm  
CAB 4202**

**2021-2022 Senators:**

*Elizabeth Briggs  
Kevin Brady  
David Kiracofe  
Jennifer Hopkins  
Kevon Easley  
Heather Fitzgerald  
Andrea Tomlin  
Mary MacDougall  
Libby Jakubowski*

**Attending Senators:**

*David Kiracofe  
Kevin Brady  
Elizabeth Briggs  
Jennifer Hopkins  
Mary MacDougall  
Heather Fitzgerald*

**Guests:** Sean LaCroix, Vincent Gary, Stacey Deputy, Adriel Robinson, Matthew Gorris, Jenny Dozier, Kelly Gillerlain, Ian Bolling, Jim Silver, Linda Williams

**Quorum:** Quorum called at 12:32PM

I. Approval of Minutes – August 30, 2022 (approved unanimously)

- Chair Report (Elizabeth Briggs)

Chesapeake campus update

The most important information related to the submission of reports of student withdrawals. If students do not attend or participate for 21 days, they need to be withdrawn in order to comply with federal financial aid and veteran's affairs guidelines. It is admitted that the guidance on just how to calculate the point of a withdrawal date is unclear, but the general need to be compliant with regulations is clear enough.

The president's campus chat visit was discussed and faculty are encouraged to attend the planned chats at other campuses.

The president's investiture is scheduled for February 2023 in a series of events over two days. Each campus will have an event that includes food (breakfast or lunch), but no news yet as to whether these events are open.

II. Old Business – N/A

III. New Business:

a. The Woodhouse mandate for face-to-face instruction

At a meeting of discipline chairs last week, this new policy was announced: all full-time faculty must teach at least three face-to-face classes each semester. There was some pushback on the matter of staffing issues being apart from the chairs, but Dr. Woodhouse rejected these arguments.

Discussion in the Chesapeake campus senate elaborated on several points:

- Scheduling at TCC is not coherent: while certain modalities work for some students, other students do better in different settings, but scheduling is not engaged to address these differences;
- No allowance appears to have been made for contingencies such as a course (or courses) not achieving sufficient enrollment;
- No awareness indicated of the ratios of full-time faculty to the number of course offerings;
- Specific course or program offerings do not appear to have been considered;
- The biggest issue is the timing of the mandate: set to be implemented for a Spring 2023 semester, the schedule for which has already been completed.

Related to this discussion, Chesapeake campus senate make the following motions:

**Given the late stage of schedule development, faculty senate move that the administration delay the requirement for full-time faculty to teach a specific number of classes face-to-face until a comprehensive scheduling plan based on meaningful campus and program specific date is developed.**

**Given the late stage of schedule development, faculty senate move that administration supply the rationale for requiring full-time faculty to teach a specific number of classes face-to-face considering the impact on specific programs, impact on adjunct faculty retention, impact on compressed sessions, impact on diversity of course**

**offerings, impact on the ability to offer zero-cost courses, and impact on student retention.**

These motions both passed unanimously.

- IV. Secretary Report:  
No report.
- V. Student Center Report from Vince Gary:  
No report.
- VI. Advising and Counseling Report from Libby Jakubowski:  
Counseling advises faculty to make students aware of the Counseling/advising website and its features. Accessibility letters for students who are not enrolled (i.e. dropped or withdrew after the accessibility letter was generated) should be docketed in the signature line that the student is not enrolled.
- VII. Library Report from Heather Fitzgerald:  
New staff in library: Dominique McKinney. A heads up that Pass Bldg renovations have resulted in a (temporary) rerouting to access the library. Access is now restricted to the rear courtyard door of the building. It was also stated at the Testing Center has been relocated to the old bookstore space in the Pass Building.

Next meetings + relevant dates:

- a. THURS, October 6 - @ 2:00 PM via Zoom College Wide Faculty Senate
- b. TUES, October 25 - @ 12:30 PM Campus Faculty Senate Meeting
- c. THURS, October 13 - @12:30 PM President's Chat at VA Beach
- d. THURS, October 20 - @12:30 PM President's Chat at Norfolk
- e. THURS, November 3 - @12:30 PM President's Chat at Portsmouth
- f. TUES, November 8 - Election Day, No Classes
- g. FRI, February 24 - @11:00 AM, Roper, President's Investiture

Meeting adjourned at 2:22PM.

Submitted, in this time of mists and mellow fruitfulness, by David Kiracofe, Sec.