



College Faculty Senate Meeting Minutes

Date & Time: Thursday, September 2, 2021 @ 2pm

Location: Online via Zoom meeting

Agenda

- I.** Call to Order
- II.** Guest Speaker - None
- III.** Review and Approval of May 6, 2021 minutes
- IV.** Campus Motions
- V.** Chair Report – Tiffanye Sledge – See Appendix B
- VI.** Treasurer Report – Elizabeth Briggs
- VII.** Secretary Report - Maureen Cahill
- VIII.** Campus Reports – Campus Chairs –See Appendix B
- IX.** Committee and Representative Reports
 - A.** Academic Council
 - B.** Adjunct Committee – Elizabeth Harris/Jeff Acosta
 - C.** Faculty Development and Evaluation Plan
 - D.** Professional Development – Lydia Leporte
 - E.** CFAC – Stacey Deputy - See Appendix C
 - F.** FSVA – Geraldine Wright
 - G.** PAPC – Sarah DiCalogero/Tiffanye Sledge
 - H.** Adjunct Growth and Development Committee - Jeff Acosta/Jennifer Hopkins/Judy Gill
 - I.** Rewards and Recognition & Awards-Maureen Cahill
 - J.** Communication Plan Committee - Elizabeth Briggs
ITAC - Information Technology Advisory Committee - Sarah DiCalogero
 - K.** Enrollment Committee - Peter Shaw
 - L.** TCCISC - Sarah DiCalogero/Eric Hayes/Tiffanye Sledge
- X.** Initiative Updates
- XI.** Old Business
- XII.** New Business
 - A.** Other items – Motions from the floor, etc.

Appendix A: Motions

Appendix B: Chair Reports (NOTE: This is a live/working document; more updates coming prior to meeting)

Collegewide Faculty Senate Chair Report

- College fully re-opened on June 1, 2021 and classes started on August 23, 2021
 - August 5, 2021 Governor Northam issued Executive Directive Number Eighteen (2021) requiring disclosure of vaccine status, testing mandates for the unvaccinated, and other mandates regarding face coverings, The full text of the directive can be found at:
 - [Executive Directive Number Eighteen \(2021\) Ensuring a Safe Work Place Importance of the Initiative For the past 16 months, the](#)
 - Chancellor DuBois issued a mask mandate in alignment with the Governor’s directive. This mandate specified that masks are required by all persons in all VCCS buildings with some provisions for colleges and instructors to modify based on institutional and instructional needs.
 - [Surge in coronavirus prompts mandates for state workers to be vaccinated, and mask wearing indoors at Virginia's Community Colleges - VCCS](#)
 - Here are the COVID-19 guidelines for TCC; updated as of August 27, 2021 at 11:31 a.m.
 - [Campus Information for Covid-19 – TCC.edu](#)
 - AVP Beth Lunde sent an email on Friday, 8/27 with instructions regarding the vaccination status reporting tool. All persons are required to report vaccination status by September 1.
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- 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.

Chesapeake Campus

<p>Meeting Date:</p>	<p>31 August 2021</p>
<p>Attendance:</p>	<p>SENATORS IN ATTENDANCE: Dave Ring, Kevin Brady, Jennifer Hopkins, Elizabeth Briggs, Elisabeth Jakobowski, Andrea Tomlin, Larry Nobles, and Mary MacDougall</p> <p>GUESTS: David Kiracofe, Sean LaCroix, Adriel Robinson, Matt Gorris, and Vince Gary</p>
<p>Motions:</p>	<p>Be it resolved that the Faculty Senate of Tidewater Community College opposes the program prioritization process moving ahead during fall 2021. Questions persist regarding the execution of this process. Several issues need to be addressed before the process can move forward in an objective, meaningful, and fair manner.</p> <p>This motion was approved by a unanimous vote.</p>
<p>Update:</p>	<ul style="list-style-type: none"> ● Confirmed Senate roster for 2021-22 academic year; still have an open slot for an adjunct. ● Discussed concern with plagiarism language from syllabus builder/template--follow-up will happen with Kelly Gillerlain, campus dean, and possibly the curriculum committee. ● Discussed concerns with the program prioritization process (see motion above). <ul style="list-style-type: none"> ○ This process is slated to begin fall 2021 and continue through fall 2024; the college aims to evaluate/assess all TCC programs. During fall 2021, programs housed at the Norfolk and Chesapeake campuses will be considered (some 15 programs). Evaluation will happen via 3-person teams using a rubric developed by an outside consultant. Evaluator training happened in late July. Program heads and faculty volunteers (both FT and adjunct) were invited to attend. ○ The current Sept. 15 deadline for program heads slated for fall 2021 evaluation/assessment does not allow for needed data collection from OIE. ○ Evaluator training in late July did not achieve norming of the rubric. (The scoring of criteria with the rubric remains awkward as well, regardless of norming concerns.) ○ Campus deans appear uninvolved in the process despite the potential impact on campus facilities. ○ Communication between pathway deans and affected faculty has not been consistent. That is, a program head may or may not receive support from his/her pathway dean. ○ Affected program heads for fall 2021 were informed of their need to submit a program assessment data sources checklist (i.e., a report) during the summer, outside of their contract period. Its original due date was July 23, but then it was switched to Aug. 15. Current due date is Sept. 15. ○ The SCHEV Program Prioritization Process document needs to be highlighted. This document is an important driver of the process, yet it hasn't been widely disseminated with stakeholders.

	<ul style="list-style-type: none"> • Heard Student Center and Advising and Counseling reports.
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Norfolk Campus

Meeting Date:	Tuesday, August 31 @ 12:30 PM via Zoom
Attendance:	Senators: Sarah DiCalogero , Jeff Acosta, Ivory Warren, Shannon Ponack, Christopher McCammon Guest: Crystal Kirby, Heather Fitzgerald
Motions:	none
Update:	<ul style="list-style-type: none"> • Discussed concerns with program prioritization - mainly that necessary data wouldn't be available before the program heads need to submit packets. Since analyzing the data is part of the packet unless the September 15 2021 date is changed then program heads will be forced to submit incomplete packets. • Crystal Kirby gave a short presentation concerning Open Door and the services they have to offer to our students • Discussed why tutors have to be physically on campus as they are almost exclusively Zooming with students. There was a significant issue with tutors not Zooming during the lockdown period and receiving paychecks. Additionally, working remotely with staff is worked out through HR. • A faculty member has an exposed student in his face-to-face class and was able to get the student "Zoomed" in for class. The question is whether or not the college has any guidance for hyflex learning in these types of cases. • Heather Fitzgerald (librarian) noted that students are coming to the library but taking less time when they are in there. • For students in the Cox service area they can receive free internet for fall 2021 and spring 2022. <ul style="list-style-type: none"> ○ https://forms.tcc.edu/tcc-cox-communications-partnership-cares-act-internet-service-request/ • One of our faculty members wasn't aware of the cleaning requirements in the classroom after the end of face-to-face classes. Recommend faculty be reminded of this requirement as well as providing points of contact for faculty members who may need cleaning supplies.

Portsmouth Campus

Meeting Date:	First official campus meeting is Friday, September 24, 2021 Special Session Meeting was held: 6/25/2021
Attendance:	Tiffanye Sledge*, Geraldine Woodberry-Wright*, Kimberly Lee*, Harlan Krepcik*, Derek Laws*, Calvin Scheidt*, Deborah Brown, Staci Forgey, Elizabeth Harris, Kendra Hawkins, Carmelita Williams
Motions:	
Update:	Update from Special Session: <ul style="list-style-type: none"> ● Concerns of no social distancing when there are too many unknowns for the fall - particularly for science labs (lots of movement, shared equipment, etc.) ● Science Lab Variance - Concerns of the variability between lab instruction and potential transferability issues, e.g., virtual labs may not be accepted at all institutions. ● Concerns about how DE students are faring in virtual academia; Faculty noted an increase of DE students “disappearing” during the pandemic. ● Not enough LEAP funds left to invite new students to the program in the fall, but remaining funds will be used to offer summer LEAP students who successfully completed 6 credits a limited amount of fall funding ● Faculty Advising Concerns - Pathway equity issues; Suggestion to think program-based or even discipline-based instead of pathway-based ● Request to address faculty burnout from the pandemic, possibly at the Learning Institute

Virginia Beach Campus

Meeting Date:	No August meeting. Next meeting is Sept 30th.
Attendance:	N/A
Motions:	NONE
Update:	Unofficial items: <ul style="list-style-type: none"> ● Students eating and drinking to avoid masking in the classroom - for now, individuals can include this statement in their syllabus. Should the syllabus builder be updated to reflect this? Students may have official accommodations that state food and drink be allowed during class.

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| | <ul style="list-style-type: none">• New password manager system requires faculty to contact the computer help desk in order to change their network password. |
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Appendix C: Committee and Representative Reports

- Professional Development – Lydia Leporte
 - Total budgeted: \$235,000
 - Total Committed for Use: \$30,408.67
 - Remaining Balance: \$204,591.33
- Chancellor's Faculty Advisory Committee (CFAC)-Stacey Deputy
 - First meeting will be September 16th and 17th in person at the VCCS office
 - Virginia Senator Ghazala Hashmi will make a presentation-She is a former VCCS faculty member
 - The rest of the agenda is TBA

Appendix D: Summary of Faculty Senate Motions 2017-2021

<https://docs.google.com/spreadsheets/d/1kCE0x6TCies71UN-5fWTAjDtIO0aWme7ZXhsWj5AhK4/edit?usp=sharing>

Appendix E: May 2021 Draft Minutes

https://docs.google.com/document/d/10IPsaRv2VCnBgmpIYj8HvFoNZD1UBMex5k_8zC_wBgg/edit?usp=sharing

Appendix F: Faculty Senate Professional Development Funding Guidelines

<https://docs.google.com/document/d/17kJATDmysKoxfL2NVBSdf9qUwbPX9jPhbyKI6OaZHQU/edit?usp=sharing>

Appendix G: Links to Documents