



College Faculty Senate Meeting Minutes

Date & Time: Thursday, November 3, 2022 @ 2pm

Location: Online via Zoom meeting

Tiffanye Sledge (Chair) is in attendance, Dania Sinibaldi is acting as Secretary

Ex Officio - Sarah DiCalogero is present

Attendance:

Voting Senators

Chesapeake: Elizabeth Briggs, Kevin Brady, Jennifer Hopkins

Norfolk: Jeff Acosta, Ivory Warren, Sarah DiCalogero

Portsmouth: Debra Dart, Staci Forgey, Calvin Scheidt, Kimberly Lee

Virginia Beach: Dania Sinibaldi, John Krenzke, Maureen Cahill, Alan Holck, Amy Shay, Emily Wilson, Lisa Whitaker for Amy Shay, Kim Jones

Library Representative:

Counseling Representative: Vacant

Non-voting Executive Committee:

Elizabeth Briggs, Treasurer/Communications

Guests: Ann Jerks, Bronson Haynes, Carmelita Williams, Jenny Dozier, Mary MacDougall, Matthew Gorris, Michele Marits, Stephen Harris, C. Cannon, Tom Lee, Dave Howell, Dawn Martinez, Michael L. Fischer, Tiffany Putman, Trish Caroccia, Amy Bohrer, Gillian Durham, Manisha Trivedi, Christopher Lessick, Shannon Ponack, Meredith Pollard, Lara Tedrow, Kevon Easley, Debbie Porter, Don Liburd, M. Castro, Mary Gable, Laura Sanders, Rebecca Vonderhaar, Al Robinson, Bronson Haynes, Ian Bolling, Judy Gill, Dick Gill, Dr. Leah Hagedorn, Renee Hosang-Alleyne

Agenda

- I. Call to Order - Meeting called to order at 2:37pm. The late start was due to Zoom issues; a patch was created through Microsoft Teams.

- II. Guest Speaker - none

III. Review and Approval of October 2022 Minutes - approved unanimously

IV. Campus Motions -

Norfolk motion:

The Faculty Senate requests that Mike Powell, Director of Public Safety and Emergency Management, TCC, organize public safety committees with faculty representation for each campus to develop public safety training and recommendations for each campus. Motion passed unanimously.

Virginia Beach motion:

The Faculty Senate requests Administration to actively investigate what is required to establish or hire a professional, armed TCC Police Force. Motion passed, 12 yay to 2 nay

V. Chair Report - Tiffanye Sledge

Collegewide Faculty Senate Chair Report

For the sake of time, the report will not be “read” at the meeting. Please avail yourselves of the information and note any topics that raise questions or concerns

Ongoing/Open Concerns & Reminders:

Weekend Testing Center Hours

- Faculty must inform students that they [students] are required to make an appointment with the testing center instead of just showing up
- Students should be reminded that they can go to any campus but the same applies - make an appointment
- Saturday hours are strictly by appointment. **Any request for a Saturday appointment must be done by COB on the preceding Thursday**

Pay Equity Study:

- Meetings

Campus and Safety

- Camera Installations:
 - Still awaiting schedule and details

Teaching Mandate

- HIPAA concerns
- Class prep concerns
- Conflicts for faculty in traditional graduate programs were given no notice or consideration for exemption and are in danger of being dismissed from their programs

Library Services

- Library services continue to expand to offer more resources for faculty and students. There is a link for Library Services in every Canvas shell, but be reminded that our librarians are vital resources. Please be sure to visit the TCC Library website: <https://libguides.tcc.edu/library>
- VIVA Open Grants cycle remaining dates (application due 12/7/2022)
- November 2, 2022, 10:00 am: [VIVA Open Adopt Grant Webinar - VIVA Events](#)
- November 30, 2022, 11:00 am: [VIVA Open Adopt Grant Webinar - VIVA Events](#)
- Questions about all VIVA Open grants can be sent to vivaopen@gmu.edu.

New/Other Information:

- Presidential inauguration canceled; Dr. Conston wants to direct those funds to student scholarships and possibly a holiday event for all employees
- Other info: Will update once PC notes are reorganized
- Deans purportedly being told that they are allowed to attend faculty senate meetings (we will address this in our bylaws which say different and will update the bylaws if needed)
- Deteriorating Faculty-Administration relations
 - How to rebuild trust
 - Just because faculty are not on campus does not mean that we are not working
 - How to promote shared governance
 - Understanding differences between graduate programs
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- Exec Senate requested to meet with Drs. Conston and Woodhouse regarding the teaching mandate granted
 - Meeting took place Thursday, Oct 20, 2022
 - VP Aasen (Institutional Effectiveness) and AVP Lunde (HR) were also in attendance which was unexpected
 - In addition to utilization, student success rates were a precipitating factor (students faring more poorly in online classes according to IE data
 - Colleges are being mandated to increase utilization by the Governor
 - See the Exec Senate response (**save email and insert here**)
 - Civilized but tense as we did not expect HR to be present (will expound verbally
- VB President's chat for fall was canceled and there are no dates that work for a rescheduled event; looking at dates in January
- Portsmouth President's Chat:
 - Inquired about the VCCS-29 overhaul (will investigate)
 - Will respond in writing to the safety issues (see last motion)

- TCC participated in a talk on Transformational Education as part of Pharrell's Mighty Dream Forum (the last day of the event is today)
- DE enrollment increased 45% from last year
- Enrollment down 25% for active duty military students; dependents is up (3,520 students up 6%) veterans down 16%
- FTIC f2f retention: 48% in f22 49.6% f21
- All re-enroll rate 52% F22 55.4% F21
- Some students shift to PT form FT
- Ft -7.4%
- PT -1.6% (check this number)
- FTE down 6.3 % headcount down 3.3% better than in September
- Little change expected with 5 week and mini-mester
- DE: 47% and 46% increase in fte/Headcount
- **Phishing test that was launched October 10, 2022; twice as many of employees failed in the fall than in the spring**
- Taking the issue of swipe access on campus to Cabinet and will respond in writing (this will be in response to the motion)
- **Congratulations to Debra Dart who has been appointed as the Discipline Dean for Information Systems Technology effective December 10, 2022**

- College-wide Faculty Senate meetings are always the **first Thursday of each month.**
- We will be meeting in a **hybrid format for some meetings:** virtually via Zoom with an in-person option. Whether we are hybrid or fully virtual is completely contingent upon availability of space with adequate technology to accommodate hybrid meetings and our anticipated group size.
- The Zoom information is the same for each meeting and is included in the text of the email given the open accessibility of the agenda.
- Hosting campuses are listed below:
 - September 1, 2022 - 2 pm Chesapeake Campus
 - October 6, 2022 - 2 pm Norfolk Campus
 - November 3, 2022 - 2pm Portsmouth Campus
 - December 1, 2022 - 2 pm Virginia Beach Campus
 - February 2, 2023 - 2 pm Chesapeake Campus
 - March 2, 2023 - 2 pm Norfolk Campus
 - April 6, 2023 - 2 pm Portsmouth Campus
 - May 4, 2023 - 2pm Virginia Beach 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.

College Faculty Senate Leadership (Executive and Campuses):

https://docs.google.com/document/d/1iAl8OAoymB12MA6OrFtX8jQ_AcF14RF1/edit?usp=sharing&ouid=105101585454865261969&rtpof=true&sd=true

VI. Treasurer and Communications Officer Report – Elizabeth Briggs

<p>Faculty Senate has a budget of \$426.00 Met with Ryan Crocker regarding SharePoint and Microsoft Teams use for Faculty Senate. Follow-up meeting scheduled with site managers for Academic Affairs.</p>

VII. Senate Secretary’s Report - Dania Sinibaldi
 See Minutes; No further updates at this time

VIII. Campus Reports – Campus Chairs

Chesapeake Campus (last Tuesday each month @ 12:30) - Chair, Elizabeth Briggs

Meeting Date:	October 25, 2022
Attendance:	<p><i>Senators: David Kiracofe, Kevin Brady, Elizabeth Briggs, Jennifer Hopkins, Mary MacDougall, Heather Fitzgerald, Andrea Tomlin, Libby Jakubowski</i></p> <p>Guests: Sean LaCroix, Stacey Deputy, Adriel Robinson, Matthew Gorris, Jenny Dozier, Kelly Gillerlain, Suzanne Luna, Forrest Crock</p>
Motions:	None
Update:	<p>Discussed the meeting of the Executive Committee with Dr. Woodhouse and Dr. Conston. Discussed the negative impact of our current structure on faculty, and campus community. In the process of trying to collect specific examples of how the current structure serves as an obstacle to productivity and student success.</p>

Norfolk Campus (4th Tuesday each month @ 12:30) - Chair, Sarah DiCalogero

Meeting Date:	Tuesday, November 1st @ 1:00 pm
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Attendance:	
Motions:	<p>Original: The Faculty Senate requests that Mike Powell, Director, Public Safety and Emergency Management, TCC, organize public safety committees for each campus consisting of faculty, administrators, security officers, campus student government representative, and if possible a representative from the city police department to develop public safety training, plans and develop recommendations for each campus.</p> <p>Revised: The Faculty Senate requests that Mike Powell, Director of Public Safety and Emergency Management, TCC, organize public safety committees with faculty representation for each campus to develop public safety training and recommendations for each campus.</p>
Update:	<p>Campus security was discussed leading to the motion that was presented today. Sarah DiCalogero attended Active Shooter Training that was presented by the Norfolk Sheriff's Department.</p> <p>The Adjunct Committee has two members from Norfolk and 1 from Chesapeake - need participation from other campuses. There are concerns regarding the Adjunct Faculty Evaluation plan - (1) when will faculty be notified? Who is doing the evaluation? It might be good to send out the policy college-wide to all adjunct (if not all faculty)</p>

Portsmouth Campus (last Friday each month @ Noon) - Chair, Debra Dart

Meeting Date:	Friday, October 28 at 12:00 PM
Attendance:	Debra Dart*, Catherine Merritt*, Kimberly Lee*, Missy Comer*, Staci Forgey*, Darryl Perkinson*, Tiffanye Sledge*, Carmelita Williams, Katina Harris-Carter, Dawn Martinez
Motions:	None
Update:	<ul style="list-style-type: none"> ❖ Business Computer Science and IT Pathway – Administrative Support Technology program students will meet and work with NNSY to establish a direct hire process upon student graduation. This event will take place Nov 17, 2022 at 10AM.

	<ul style="list-style-type: none"> ❖ Adjunct Faculty – NNSY TCC Apprentice Program session completed; numbers should be returning to pre-Covid numbers in the spring ❖ Library Services – New librarian at Norfolk Campus: Terri Ruffin - the Library has completely refreshed their website - Mary Hanlin and Missy Comer doing more OER workshops, next is November 17 from 7:00-8:00 PM ❖ Center for Teaching Excellence Advisory Council – Numbers are low for faculty enrollment in CFTE Canvas site; please encourage faculty to register. The link is within the Canvas shell ❖ TCC Student Supply Drive – Going well; Need: pens and pencils ❖ We discussed the possibility of having active shooter training ❖ Debra Dart will be stepping down as PFS Chair as she has taken a position as a Discipline Dean ❖ Portsmouth FS next meeting will be November 18, 2022 PFS meeting in person at the Batten Studio (and via Zoom) as a Holiday gathering
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Virginia Beach Campus (last Thursday each month @ 12:30) - Chair, Maureen Cahill

Meeting Date:	10/27
Attendance:	<p>Maureen Cahil - Chair; Ian Springer-Woods-Vice Chair; Alan Holck-Secretary; John Krezkne; Amy Shay; Cheryl Nabati; Emily Wilson; Jared Oliverio; Dania Sinibaldi; Kim Jones;</p> <p>Guests: Andrea Palmisano; Debbie Porter; Ann Jerks, Michele Marits</p>
Motions:	The Faculty Senate requests Administration to actively investigate what is required to establish or hire a professional, armed TCC Police Force.
Update:	Full-time faculty scheduling and enrollment were discussed. Safety in general and the motion above was discussed. The meeting of the Executive Committee with President Conston and Dr. Woodhouse and shared governance were discussed.

IX. Committee and Representative Reports - See Appendix C

- A. CFAC – Stacey Deputy. The first meeting of the year will be October 20-21st at the VCCS headquarters in Richmond. No agenda is available at this time.
- B. FSVA – Debra Dart and Geraldine Woodberry-Wright
- C. PAPC – Sarah DiCalogero. Not yet met.
- D. Academic Affairs Council - Exec Senate Designee
- E. Center For Teaching Excellence - Staci Forgey. Refer to Dr. Snyder’s presentation. Use the QR codes located on/near the door of each Batten Studio. FTE Canvas shell is available for self enrollment.
- F. Academic Affairs Workgroup - Sarah DiCalogero & Tiffanye Sledge
- G. Adjunct Committee – Jeff Acosta. Adjunct’s growth and development assessment will occur in Spring 2023.
- H. Professional Development Funding – Lydia Leporte.
Total Usage \$67,579.55, FT Faculty \$ 53,611.60 Adjunct \$ 13,967.95 Usage: 29%
- I. Faculty Development and Evaluation Plan. Outdated and needs to be revisited.
- J. Rewards and Recognition & Awards- Sarah DiCalogero. More adjunct awards are to be added into the process,
- K. Communication Plan Committee - Elizabeth Briggs. N/A - Currently a Committee of One. Met with Ryan Crocker to discuss SharePoint and Microsoft Teams.
- L. Program Prioritization - Jennifer Hopkins. Meeting date: 10/27/2022, 3:00pm-4:30pm, Next Meeting: 11/17/2022, 12pm. The faculty on the Program Prioritization Advisory Council reviewed the existing Rubric from PP 1.0 and agreed that we need to get rid of it completely. The process should be pared down and focus on program specific data with short narratives. Chairs will have to modify where necessary. We need full transparency of the data sources including the SCHEV requirements. We need NO SCORING OR RUBRIC. The idea of a SWOT analysis rather than a rubric seems more appropriate to this program review and is a proven strategic planning tool.

X. Initiative Updates - none

XI. Old Business

- A. Outreach to Adjunct faculty to serve with Jeff Acosta as the Adjunct representative
- B. R2T4 (Return to Title IV).

XII. New Business - none

XIII. Other Items - Motions from the floor, etc.

Topics of Discussion

- The Executive Senate response to Dr. Conston regarding the mandate that faculty teach 3 classes via face-to-face. Faculty continued to express concerns.
- It was noted that all communications to faculty should include adjunct faculty.
- Is “Salary Compression” and “inversion” included in the Equity Study? It was not explicitly stated in any documentation shared with faculty regarding the study.
- Revision of VCCS-29, expected to be similar to the Ivy Tech promotion plan, will apply only to new hires. Concern is that this will increase our compression issues as new faculty will advance more quickly than established faculty.