

approved
unanimously on May 4, 2023



College Faculty Senate Meeting Minutes

Date & Time: Thursday, April 6, 2023 @ 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: Sarah DiCalogero

Portsmouth: Staci Forgey, Kimberly Lee, Calvin Scheidt

Virginia Beach: Dania Sinibaldi, John Krenzke, Alan Holck, Amy Shay, Emily Wilson

Library Representative:

Counseling Representative: Vacant

Non-voting Executive Committee:

Elizabeth Briggs, Treasurer/Communications

Guests: Steven Litherland, Carmelita Williams, Tiffany Putman, Terri Ruffin, Lisa Whitaker, Enoch Bentley, Matthew Gorris, Stephanie Comer, Scott Davis, R. Hosang-Alleyne, M Brown, Gillian Durham, Mike Blankenship

Agenda

- I.** Call to Order - Meeting called to order at 2:17pm.
- II.** Guest Speaker - Steven Litherland
- III.** Review and Approval of March 2023 Minutes - approved unanimously
- IV.** Campus Motions -

Portsmouth Campus Motion 1: Because the Portsmouth Campus is in critical need to fill the vacant full time laboratory Instructional Assistant and the vacant part-time laboratory instructional assistant positions, the Portsmouth campus faculty senate moves: 1) to fill these positions immediately; and 2) if unable to fill these positions immediately, faculty must be compensated for taking on the added responsibilities of these roles. **9 to table and 1 abstention**

Portsmouth Campus Motion 2: Because the lack of consistent policy regarding Dual Enrollment adversely affects Dual Enrollment student success, it is recommended that the College immediately form a task force to include faculty and other relevant parties to review Dual Enrollment policies and related concerns. **9 to table and 1 abstention**

Comment: Faculty should be keeping track of time spent on lab prep duties which are not part of their regular duties.

College Senate Motion 1: Because the College is in critical need to fill both the vacant full-time Laboratory Instructional Assistant and the vacant part-time Laboratory Instructional Assistant positions across all campuses, the Faculty Senate moves: 1) To fill these positions immediately; and 2) If unable to fill these positions immediately, faculty must be appropriately compensated for taking on the added burdensome and time-consuming responsibilities of these roles that are essential for student success in these courses. **approved unanimously**

College Senate Motion 2: Because the lack of consistent policy regarding Dual Enrollment adversely affects Dual Enrollment student success, it is recommended that the College immediately form a task force to include faculty and other relevant parties in order to review Dual Enrollment policies and related concerns. **approved unanimously**

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

Reminders:

- Dr. Dore, the new VCCS Chancellor will visit TCC on April 24-25, 2023. **Please note that the following schedule is not finalized and may be subject to change:**
 - April 24: Norfolk and Chesapeake
 - April 25: Portsmouth, Virginia Beach & Skilled Trades
- TimelyCare is now available for Faculty and Staff
- Testing Center weekend hours; students must make an appointment by the preceding Thursday
- 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>

Please abide by the PD Funding guidelines sent by Lydia Leporte on August 4, 2022. Be reminded that all PD Funds for the current academic year must be requested by **(get date from Lydia)**

New/Ongoing/Other Information:

Pay Equity Study:

- Still tracking to POSSIBLY have this completed in time for the new contract term beginning August 2023

Student Affairs

- Campus and Safety
 - Since January 2023, there have been 17 total training and 296 participants
- ChatBot went live on Mar 27, 2023 at 2:00 p.m. Located on the TCC homepage
- This is a soft rollout
- Purpose: to help applicants with basic questions
- Not live but automated
- Responses can be adjusted based on questions posed
- Adjustment to the questions occur once a week
- **ENROLLMENT MANAGEMENT: Faculty pilot is underway that allows Faculty to delete students who never attended directly in Navigate. The goal is to eventually allow this for withdrawals as well**

Academic Affairs

- **Batten Fellowship:** Congratulations to Dr. Emily Wilson, winner of The 2023 Batten Fellowship for Technological Innovation and Leadership.
 - Project Title: "Application of the Interactive, Three-Dimensional Software Platform BioDigital Human for Visualizing Anatomy in Anatomy and Physiology Laboratories on the Virginia Beach Campus of Tidewater Community College"
 - Thank you to Dr. Megan Taliaferro – Outgoing Batten Fellow Project Title: "Using Technology in the Classroom and Laboratory to Blend Distance and Traditional Learning for a Clinical, Hands-On Training Program"
- **Grants Awarded:**

- 2/17/2023G3 Innovation Grant VCCS HVAC lab for WFS and minor renovations and equipment for Vet Science \$ 250,000.00
- 2/21/2023G3 Innovation Supplemental Grant VCCS HVAC and Electrical Technology Trainers \$ 70,000.00
- 3/22/2023HRCF - VADC HRCF FF&E, equipment for VADC \$ 150,000.00
 - Total \$ 470,000.00
- **Grants Submitted:**
 - 1/31/2023Shakespeare in the Grove 2024 Chesapeake Fine Arts Commission June 2024 Shakespeare in the Grove production \$ 10,000.00
 - 2/17/2023Lab Schools VDOE Planning Grant \$ 200,000.00
 - 3/2/2023 3 Institutions Supporting Students in Manufacturing Engineering (3INSSME) program NSF Subaward with ODU 5 year grant 3-institution transfer partnership for manufacturing engineering \$ 905,000.00
 - 3/15/2023 Rescue Squad Assistance Fund (RSAF) - EMS Grant Information Funding Tool (E-GIFT) Virginia Office of EMS EMS program needs funding - TCC would apply as Non-Licensed EMS Agency Submissions open 2/1 - 3/15 \$340,797.78
 - 3/15/2023Sentara Cares Sentara Cares Practical Nursing Education equipment, scholarships and personnel \$ 199,767.00
 - Total\$1,655,564.78
- **Grants in Preparation:**
 - There are numerous grant sin preparation including:
 - Claude Moore Charitable Foundation Claude Moore Charitable Foundation for Practical Nursing Education equipment, scholarships, personnel and architectural design study
 - CMVOST Commercial Motor Vehicle Operator Safety Training Program for current and former military and their spouses
 - Faculty Learning Community Dorothy D. Smith Charitable Foundation Faculty Learning Community to support faculty professional development and student outcomes
 - Workforce Project (Skilled Trades) Lowe's Foundation Gable Grants Building and Construction Trades Academy
 - Perkins VCCS via VDOE Virginia- Workforce Solutions Go Virginia Enhanced capacity building grant rolling submission deadline
- Indian Creek Correctional Facility
 - March 6 visit
 - 44 completed registrations with upwards of near 60 more interested
- LPN Program
 - Lisa Betancourt, new LPN Program Head, started on Mar 6, 2023
 - VABON (VA Board of Nursing) application- due to be forwarded to VCCS mid-April
 - Nearly \$400K in grant submitted to support the LPN Program
- Off-Shore Wind Ribbon Cutting - 4/5/2023 - City of VB and TCC
- Visual Arts Design Center (VADC)
 - Fall 2023 Opening
 - Glass Wheel items delivered to VADC
 - Safety training for faculty forthcoming
 - Ribbon-cutting planned for August
- Congratulations to our TCC student, Jaden Fawlkes

- TCC Funeral Services student Jaden Fowlkes took second place in an entrepreneur competition held at the Virginia Beach Campus on January 21.
- He was one of six Virginia student entrepreneurs who presented their businesses in a shark-tank style competition for the ultimate prize of up to \$50,000.
- Jaden, 19, has his own business, J. Fowlkes Consulting, and provides branding, marketing, and access to needed technology for funeral homes.
- COVID
 - Dashboard last updated on Mar 23, 2023

TCC College Board Updates (March 14, 2023)

- “Center for Military and Veterans Education Update” Mr. Steve Borden, Director of CMVE Dr. Karen Campbell, Vice President of Student Affairs
 - Eligibility
 - Commonwealth Challenge
- Lab school approved for Chesapeake
- Dr. Woodhouse presented on how we “right-size” scheduling and provided the board with understanding of the scheduling challenges and opportunities; announced the scheduling taskforce to be headed by faculty
- Fall Convocation: August 17, 2023
- Cyber Fusion team won first place in the Community College Division
- Student Affairs: 4 Academic Advisors going out to communities
- Pathways initiatives - VCCS-level coming
- Amazon Career Choice Educational Partner
- TCC-ODU Educational Partner

- 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 - 2 pm **CHANGE: Norfolk for an in-person meeting (Zoom will also be available)**
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&oid=105101585454865261969&rtpof=true&sd=true

VI. Treasurer and Communications Officer Report – Elizabeth Briggs

Current Budget of \$326.00 Remind service

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:	Mar 30, 2023 (Meeting moved to avoid conflict with President’s Chat)
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Attendance:	<p><i>Attending Senators: David Kiracofe, Kevin Brady, Elizabeth Briggs, Jennifer Hopkins, Mary MacDougall,</i></p> <p><i>Heather Fitzgerald</i></p> <p><i>Guests: Sean LaCroix, Matt Gorris, Evgenia Harrison, David Ring, Adriel Robinson, Mike Blankenship</i></p>
Motions:	None
Update:	<p>Most of the meeting was spent discussing dr. Conston’s visit. The concerns that have been raised by faculty include:</p> <ul style="list-style-type: none"> Budget concerns Declining enrollment Student success <p>Faculty expressed concerns in regards to administration's response to these issues. It is unclear that the administration has a clear plan to address these issue, and faculty do not feel included in conversations regarding these issues.</p> <p>There is also a concern about the lack of documentation regarding the administration’s plans and proposals. Faculty discussed a need for clear processes for communication and how conversations are then moved to action. There should be a paper trail about how this happens.</p> <p>Chesapeake faculty would like to see a restoration of provosts, campus academic deans, and campus-based scheduling. We do not have a resolution at this time, but as the structure continues to provide challenges in many different ways, Chesapeake faculty would like to request that College wide faculty senate create an ad hoc committee to address the problems with structure, creating a proposal to present to administration on not only what we think are the problems with the current structure, but a way to fix them.</p>

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

Meeting Date:	The Norfolk Faculty Senate did not meet in March.
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Attendance:	
Motions:	
Update:	

Portsmouth Campus (last Friday each month @ Noon)

Chair, Catherine Merritt

Meeting Date:	Friday, March 31 at 12:00 PM Location: Virtual via Zoom
Attendance:	Catherine Merritt*, Kimberly Lee*, Staci Forgey*, Derek Laws*, Calvin Scheidt*, Skip Krepcik*, Darryl Perkinson*, Katina Harris-Carter*, Tiffanye Sledge*, Carmelita Williams, Bronson Haynes, Laura MacIntyre, Geraldine Wright *denotes senator
Motions:	<p>Motion 1 - <i>Because the Portsmouth Campus is in critical need to fill the vacant full-time Laboratory Instructional Assistant and the vacant part-time Laboratory Instructional Assistant positions, the Portsmouth Campus Faculty Senate moves:</i></p> <p>1) <i>To fill these positions immediately; and</i></p> <p>2) <i>If unable to fill these positions immediately, faculty must be compensated for taking on the added responsibilities of these roles.</i></p> <p>Motion 2 - <i>Because the lack of consistent policy regarding Dual Enrollment adversely affects Dual Enrollment student success, it is recommended that the College immediately form a task force to review Dual Enrollment policies and related concerns.</i></p>
Update:	<ul style="list-style-type: none"> -Discussion re: issue of Science Lab Manager, resulted in a motion -Discussion re: continued issues with Dual-Enrollment, resulted in a motion -Need to update PFS Bylaws -Upcoming elections

Virginia Beach Campus (last Thursday each month @ 12:30) - Chair, Maureen Cahill

Meeting Date:	Thursday, March 30 at 12:30pm via Zoom
Attendance:	Maureen Cahill, Dania Sinibaldi, John Krenzke, Ian Springer-Woods, Alan Holck, Tiffany Putman, Kim Jones, Emily Wilson, Amy Shay, Cheryl Nabati
Motions:	None
Update:	<p>Upcoming elections.</p> <p>General Security.</p> <p>Access to Princess Anne Building limited to one entrance due to security issues w/r/t bus stop</p> <p>Drinking Water Issues. Water fountains there but they don't work.</p> <p>Rodents in the Blackwater Building. Sticky mouse traps in the offices.</p> <p>APPDP goals should be chosen by the faculty member.</p> <p>Bookstore problems. Not ordering enough books and not in a timely manner.</p> <p>Lack of student support services to accommodate numbers of students returning to campus due to the mandate.</p>

IX. Committee and Representative Reports - See Appendix C

- A.** CFAC – Stacey Deputy. CFAC nominations: Sarah DiCalogero (pending acceptance) and Tiffany Sledge (accepted) CFAC meets once per semester in person in Richmond.
- B.** FSVA – Tiffany Sledge. No updates. 2nd position open; must be full-time faculty.
- C.** PAPC – Sarah DiCalogero. No updates.
- D.** Academic Affairs Council - Exec Senate Designee. No meeting in February. April planned is planned.
- E.** Center For Teaching Excellence - Staci Forgey.
- F.** Academic Affairs Workgroup - Sarah DiCalogero & Tiffany Sledge. No updates.
- G.** Adjunct Committee – Jeff Acosta.
- H.** Professional Development Funding – Lydia Leporte.
Total committed: \$93,252 40% Usage (with just three months remaining)

Full time: \$70,412 Adjunct: \$22,839

- I. Faculty Development and Evaluation Plan. This is no longer a functioning committee but we MUST revise the FDEP. There have been no revisions since 2017.
- J. Rewards and Recognition & Awards- Sarah DiCalogero. Next meeting is Thursday, April 20th @ 2pm. The committee met on March 31, 2023. The committee expects to meet at least one more time to finish going through the documents for reward and recognition.
- K. Communication Plan Committee - Elizabeth Briggs. No updates.
- L. Program Prioritization - Jennifer Hopkins. Final meeting with Dr. Woodhouse set for final sign-off on Mar 17, 2023 . There is a plan to continue with the current committee members in place.

X. Initiative Updates - none

XI. Old Business -

Teaching mandate/directive no longer exists; your dean should be offering a balanced schedule and information should come through them.

XII. New Business - Nominations for College-Wide Senate

Chair: Liz Briggs (pending acceptance), Sarah DiCalogero (accepted)

Secretary: Dania Sinibaldi (accepted)

Treasurer & Communications Officer: Liz Briggs (pending acceptance)

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

Topics of Discussion

Reassign time and how it is awarded

Motion to adjourn at 4:25pm