



College Faculty Senate Meeting Minutes

Date & Time: Thursday, March 2, 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: Jeff Acosta, Ivory Warren, Sarah DiCalogero, Tom Siegmund

Portsmouth: Staci Forgey, Kimberly Lee

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

Library Representative:

Counseling Representative: Vacant

Non-voting Executive Committee:

Elizabeth Briggs, Treasurer/Communications

Guests: Carmelita Williams, Mary McDougall, W Pollard-Boyle, Kathy Anderson, Matthew Gorris, Shannon Ponack, Beth Callahan, L. Whitaker, Anissa McBreen, Jenny Dozier, Scott Davis, Chris Cartwright, Evgenia Harrison, Adriel Robinson

Agenda

- I.** Call to Order - Meeting called to order at 2:05pm.
- II.** Guest Speaker - none
- III.** Review and Approval of February 2023 Minutes - approved unanimously
- IV.** Campus Motions - none

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:

- 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 see Sarah DiCalogero’s emails announcing the Rewards and Recognition cycle for FT Faculty and the new process for Adjunct Faculty for the current year
- College Faculty Senate nominations of Chair, Secretary and Treasurer & Communications Officer will open on **Apr 6, 2023** and remain open until the May meeting. Voting will occur at the May meeting.
- Please abide by the PD Funding guidelines sent by **Lydia Leporte** on August 4, 2022. For your convenience that email is linked here:
 - **Please note that if there is anyone out there still looking to fund New Horizons at the end of the month, those requests need to be in asap (no later than **Mar 4, 2023**)**

New/Ongoing/Other Information:

Enrollment and OIS Concerns:

- Enrollment continues to decline with the exception of Dual Enrollment
 - ChatGPT
 - OIS gave a presentation at the February 20, 2023 PC Meeting.
 - ChatGPT is here to stay
 - There is technology in development to deal with possible cheating issues including integration of technology by some LMS providers
- https://docs.google.com/presentation/d/1yPscZLrvHDb0UwmvSKil8sMyG1ZYLAUF/edit?usp=share_link&ouid=105101585454865261969&rtpof=true&sd=true

Pay Equity Study:

- The equity portion of the study is complete
- Gallagher has started the market research phase
- There is the possibility that the study will conclude in time enough for the next contract year (August 2023)

Campus and Safety

- Several Active Shooter trainings have been and will be scheduled

Teaching Mandate

- The process and expectations have been clarified and in many instances, revised so that the process is focused on a balanced schedule instead of compulsion for the fall 2023 semester. Deans and/or department chairs have already been in touch with faculty in their respective departments/pathways to discuss changes to the Fall 2023 schedule.

Strategic Planning

- Including this here again per request (also linked in the February 2 agenda): Dr. Bovee gave a presentation on strategic planning; Dr. Conston suggested that faculty be encouraged to go through the training. There will be some form of non-monetary recognition

[Strategic Planning Proposed Workshop Timeline](#)

Academic Affairs

In response to adjunct office space: Dr. Woodhouse and VP Aasen are working on identifying adjunct work spaces in addition to keys/modes of access for faculty using those spaces. **Find out from Curt: is there a timeline update?**

Reference this report:

https://docs.google.com/document/u/0/d/16x15TSrCPIx9FnRHdC_fuenv5RjRcQaiMJsqGGqfqE0/edit

Student Affairs

https://docs.google.com/presentation/d/1gakfomfbwtcx-ryQv45RS_AjCCtCL15u/edit?usp=share_link&oid=105101585454865261969&rtpof=true&sd=true

TCC College Board Updates **None; next board meeting is**

- 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 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/1iAl8QAoymB12MA6OrFtX8jQ_AcF14RF1/edit?usp=sharing&ouid=105101585454865261969&rtpof=true&sd=true

VI. Treasurer and Communications Officer Report – Elizabeth Briggs

<p>Current Budget of \$326.00 Remind service - Seems to be working, will be updating with summer and fall dates when calendar is updated. No other updates at this time.</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:	February 28, 2023
Attendance:	<i>Senators: David Kiracofe, Kevin Brady, Elizabeth Briggs, Dave Howell, Libby Jakubowski, Mary MacDougall, Heather Fitzgerald, Andrea Tomlin</i> Guests: Sean LaCroix, Matt Gorris, Brian Culp, David Ring, Adriel Robinson, Mike Blankenship
Motions:	No Motions
Update:	Discussion centered on issues with structure that continue to arise, as well as soliciting input for the meeting with Dr. Woodhouse and Dr. Conston

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

Meeting Date:	February 28th, 2023
Attendance:	Sarah DiCalogero, Jeffrey Acosta, Richard McCannon, Thomas McHugh, Renee Hosang-Alleyne, Terri Ruffin, Beth Callahan, Manisha Trivedi
Motions:	None
Update:	<ul style="list-style-type: none">Discussed the incident on the Walker Campus and on-going security concerns. Discussed enrollment and changes to the teaching mandate. Issues with who to contact for things like changing batteries in a wall clock, responsiveness of help desk, and the lack of technology audits that occur at the beginning of the semesters.

Portsmouth Campus (last Friday each month @ Noon)

Chair, Catherine Merritt

Meeting Date:	Friday, February 24 at 12:00 PM
Attendance:	Kimberly Lee*, Skip Krepcik*, Darryl Perkinson*, Katina Harris-Carter*, Missy Comer* <i>*denotes senator</i>
Motions:	None
Update:	Quorum: NOT MET Open Discussion until 12:30 PM.

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

Meeting Date:	
Attendance:	
Motions:	
Update:	

IX. Committee and Representative Reports - See Appendix C

A. CFAC – Stacey Deputy. With the new Chancellor starting in April, there is a transition team in place to help orient him to the VCCS. He will be going on a listening tour where he will

visit each of the community colleges in the state. CFAC has a representative on the transition team to represent faculty and to report back to CFAC on the current transition plan. The CFAC chair is actively trying to determine a date when CFAC can meet with the Chancellor in person. At the time of this update, that is looking like it may be July of 2023. I am rotating off of CFAC this semester. This is a good time for a new person to take up the position and work with the new Chancellor. Previously, CFAC met in person at the VCCS headquarters building in Richmond once in the Fall semester and once in the Spring semester. The Chancellor and his staff would attend to provide updates and to answer questions. CFAC completed other work in between meetings via email, or on rare occasions, on Zoom. This, of course, may change as a new Chancellor comes on board.

- B.** FSVA – Tiffanye Sledge. No updates.
- C.** PAPC – Sarah DiCalogero. Mid-year report was reviewed. .
- D.** Academic Affairs Council - Exec Senate Designee. No updates.
- E.** Center For Teaching Excellence - Staci Forgey. Newsletter reports of zoom training sessions; badges for attending 3 sessions. Please participate in the Needs Assessment survey coming out soon.
- F.** Academic Affairs Workgroup - Sarah DiCalogero & Tiffanye Sledge. No updates.
- G.** Adjunct Committee – Jeff Acosta. Adjuncts can only work 38 hours per week, ft faculty please nominate adjuncts for R&R.
- H.** Professional Development Funding – Lydia Leporte. Needs to be reviewed; previously requested procedures (from admin) are still unavailable. As a reminder, please reference the information Dr. Leporte sent regarding the timeline for requesting PD funds. There were many last minute/urgent requests for New Horizons. In order to ensure that as many requests are approved as possible, faculty must adhere to this timeline (link info from Lydia)
 - Total committed: \$93,252 40% Usage (with just three months remaining)
 - Full time: \$70,412 Adjunct: \$22,839
- I.** Faculty Development and Evaluation Plan. No updates. 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. Last met on Friday, February 10 @ 10 am. Next meeting Friday, March 24th @ 10 am. R&R sent out an email this week about the Reward and Recognition Program for BOTH Full-time and Adjunct Faculty. There are three new Award (non-monetary) Awards that Adjunct Faculty are now eligible for:
 - **Adjunct Faculty Teaching Achievement Award**
 - **Adjunct Faculty Scholarly and Creative Engagement Award**
 - **Adjunct Faculty College and Community Service Award**

The outstanding adjunct will be chosen from the nominees for these awards.

Reward (monetary) for full-time faculty will be evaluated on a limited evidence/meets/exceeds scale.

So far three full-time faculty members have been nominated for Reward.

As for term limits for the committee we ask that the following language from pages 19&20

Membership

*The Ad Hoc Faculty Reward and Recognition Committee will consist of a majority of full-time teaching faculty. The Committee will include two full-time teaching faculty members from each TCC Faculty Development & Evaluation Plan – Revised Spring 2016 20 campus and one additional member from the TCC Faculty Senate. **Members of the Committee may serve no more than one successive term of service beyond the initial one-year of service.***

Take out the word “no” so that faculty may serve on the committee for more than 2 years.

<https://tcc121.sharepoint.com/sites/AcademicAffairs/Shared%20Documents/Faculty%20Development%20Evaluation%20Plan.pdf>

K.

L. Communication Plan Committee - Elizabeth Briggs. No updates.

M. Program Prioritization - Jennifer Hopkins.

Meeting Dates	Final Meeting date: 03/17/2023, 1pm TASK COMPLETED / REVIEWING WITH DR. WOODHOUSE
Updates:	Dr. Woodhouse and President’s Cabinet have are reviewing and this will be a final discussion and sign off on what has been recommended. Final meeting with Dr. Woodhouse set for final sign-off on Mar 17, 2023

X. Initiative Updates - none

XI. Old Business - none.

XII. New Business - FDEP Revisions

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

Motion 1 As regards Rewards and Recognition committee: Take out the word “no” so that faculty may serve on the committee for more than 2 years.

<https://tcc121.sharepoint.com/sites/AcademicAffairs/Shared%20Documents/Faculty%20Development%20Evaluation%20Plan.pdf>

Approved unanimously.

Motion 2 Faculty Senate moves that executive faculty senate receive reassigned time.

Approved unanimously.

Motion 3 Faculty Senate moves that the college provide a stipend for Faculty representatives to cover travel costs to attend CFAC and Faculty Senate of VA meetings.

Approved unanimously.

Motion to adjourn at 3:52pm.

Topics of Discussion

Who are the campus deans? Campus Dean primary points of contact: Emily Hartman for Chesapeake, Thomas Chatman for Norfolk, Kia Hardy for Virginia Beach, and Dana Hathorn for Portsmouth.