



TIDEWATER COMMUNITY COLLEGE
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**Chesapeake Campus
Faculty Senate Meeting Minutes**

**November 28, 2017
Room 4202, Chesapeake New Academic Building**

Attending Senators: David Kiracofe
Kevin Brady
Vincent Gary
Sean LaCroix
Stacey Deputy
Jennifer Hopkins
David Howell

Guests: Matt Gorris
Bobby Rowe
Ian Bolling

The meeting began with an introduction by the chair of the Chesapeake Faculty Senate Stacey Deputy, who welcomed the group and called to order the regular meeting of the Chesapeake Faculty Senate.

Next, Stacey Deputy called for an approval of the minutes from the Chesapeake campus Faculty Senate meeting (October 2017). After the Senators read over the minutes from the previous campus Senate meeting and provided a few edits, the group quickly approved the minutes.

Following the approval of the minutes, Deputy provided the group with a Chair Report from the College-Wide Faculty Senate meeting, which was held at the Virginia Beach campus (Joint Use Library) on November 2.

After concluding her Chair Report, Deputy then moved on to New Business, which focused on the Pathway Dean's Council proposal (the creation of Department Chairs), the development of a P.A.P.C. Communication Plan, and an update regarding P.A.C.E. Deputy mentioned that the college planned to hold two collaborative information sessions (December 7 and December 8) to discuss the purpose and implementation steps of the Practical Exposure to Careers II phase of the P.A.C.E. initiative.

Deputy then turned the meeting over to Ian Bolling, who expressed some concerns over the college's scheduling policy. After much discuss and debate among the group members, the Chesapeake campus Faculty Senate developed a motion in regards to the college's scheduling policy. Listed below is the final version of the motion that the Chesapeake campus Faculty Senate planned to present to the College-Wide Faculty Senate on December 7, 2017:

Motion 1:

Whereas the implementation of TCC Policy 2111 has been inconsistent in both the letter and the spirit of the policy, the Chesapeake campus faculty senate moves that the following emendations be made:

Section 4.2

Deans/Directors **will** use the following **criteria** when cancelling, collapsing, and reassigning classes:

- **Three (3) weeks before the start of the semester, classes that are at 20% or more of discipline efficiency ratios shall not be cancelled, collapsed, and/or reassigned.**
- **Two (2) weeks before the start of the semester, classes that are at 30% or more of discipline efficiency ratios shall not be cancelled, collapsed, and/or reassigned.**
- **One (1) week before the start of the semester, classes that are at less than 40% of discipline efficiency ratios may be cancelled, collapsed, and/or reassigned.**

Here is the language in the current policy (2111, section 4.2) for reference. The highlighted words are those our motion wishes to change:

4.2 Cancelling, Collapsing, and Reassigning Classes

Classes shall be cancelled, collapsed, and/or reassigned as required by the Dean/Director to meet discipline efficiency ratios before the first day of class. When a course is offered on more than one campus, decisions regarding cancelling or collapsing sections with enrollment below efficiency standards should be made collaboratively by the Deans/Directors of all campuses offering the class, in consultation with the Program and Discipline Heads as appropriate. Exceptions to running classes below the published ratio shall be documented by the Dean/Director and approved by the respective Provost and CAO. Exceptions include, for example, new classes in the first offering, courses required for program completion, the ratio for a discipline having been met with some classes exceeding the ratio allowing for another class(es) to run below the ratio, or a documented enrollment pattern.

Deans/Directors are **encouraged** to use the following **guide** when cancelling, collapsing, and reassigning classes **for 16-week semesters**:

- **Three (3) weeks before the start of the semester, classes that are at less than 20% of discipline efficiency ratios shall be cancelled, collapsed, and/or reassigned.**
- **Two (2) weeks before the start of the semester, classes that are at less than 30% of discipline efficiency ratios shall be cancelled, collapsed, and/or reassigned.**

- *One (1) week before the start of the semester, classes that are at less than 40% of discipline efficiency ratios shall be cancelled, collapsed, and/or reassigned.*

As the meeting started to near two hours, Deputy and the group decided to table Lynn Rainard's PACE Update; Bobby Rowe's Advising Update; and David French's Faculty Pay Discussion for a future meeting. The meeting was then adjourned due to time constraints

The next Chesapeake Campus Faculty Senate Meeting will be held on January 30 at 12:30pm in the Chesapeake Academic Building – Room (4202).