

Attending: Angela Bell (VB); Elizabeth Briggs (C-Proxy for Sean LaCroix); Kevin Brady (C-Proxy for David Kiracofe); David Kiracofe; Kathy Buhner (VB); Maureen Cahill (VB); Stacey Deputy (C); Sarah DiCalogero (N); Lorenz Drake (P); Judy Gill (N); Richard Gill (N); Siabhon Harris (P); Ellyn Hodgis (VB); Jennifer Hopkins (C); Garrison Libby (VB); Monica McFerrin (Past-Chair); Nancy Prather-Johnson (P); Olivia Reinauer (Library); David Ring (C); Ruth Shumate (Library); Gregg Tennefoss (VB); Tom Williams (VB)

Guests Present: Elizabeth Harris, Amanda Burbage, Steve Litherland, Joleen Zackowski, Matthew Gorris, Don Remy, Libby Watts

I. Call to Order - 2:05 p.m.

II. Review and Approval of Minutes
Minutes approved

III. Chair Report – Judy Gill (see Appendix)

IV. Secretary Report – Olivia Reinauer
No report

V. Treasurer Report – Tom Siegmund
No report

VI. Campus Reports – Campus Chairs (see Appendix)
Chesapeake: Attached
Norfolk: Attached
Portsmouth: Attached
Virginia Beach: Attached

VII. Committee and Representative Reports

A. Adjunct Committee – Amanda Burbage/Elizabeth Harris

Have heard some concerns about adjunct advising expectations. The Advising Committee recommended that adjuncts not be required to advise but that training be offered. Point was made that there are some areas with no full-time faculty.

B. Faculty Development and Evaluation Plan – Tom Siegmund
No report

C. Professional Development – Joe Joyner

Should certifications be covered by faculty professional development funding? Some teaching positions have credentials that need to be updated (accounting, law, health professions, etc). CEUs or activities are fine, but examinations or payments may be more questionable. Joe would like to collect information on the demand/need for this.

Significant funding awarded in the previous month.

D. CFAC – Ellyn Hodgis (report provided by Nancy Prather-Johnson)

Nancy Prather-Johnson attended the CFAC meeting in Ellyn's place. Nancy will put together an electronic report and will share the Chancellor's Task Force report.

- Sharon Morissey discussed transfer legislation (“Passport” initiative). Look at VCCS courses that can transfer to top transfer schools. Want to make sure courses can transfer among VCCS schools as well as 4-year schools. Nancy will share some of the courses that have been approved. Could be informative when selecting electives, etc.
- Multiple measures update: Faculty are finding that this is not effective. Seen as a move toward getting rid of developmental courses. Chancellor’s report also suggest alternatives to traditional developmental education. Issues with soft skills, problem solving, and critical thinking are not easily measurable, but have been noted anecdotally by faculty. Would like to see the data that we have, as well as how our students are coded.
- Transfer courses with online labs: many universities do not accept these online labs.
- Budget: The State doesn’t know yet, so TCC doesn’t know. Percent continues to lower. Community colleges can do two things: raise tuition or raise capital. Chancellor wants more presidents to have a background in fundraising and development.
- Adjunct Faculty Taskforce Progress Report: COD is working on adjunct evaluation.
- Navigate: NOVA is waiting because faculty advising needs to be in place first. Relevant to TCC.
- Working on transgender policy change, Gen Ed outcomes, will send progress report on student enrollment taskforce.
- Trying to edit VCCS 29
- Some schools are hiring; would like for those positions to be circulated within VCCS first for those faculty undergoing RIFs.

E. FSVA – Nancy Prather-Johnson (report provided by Stacey Deputy)

Stacey Deputy attended in Nancy’s place.

- Met April 7
- NOVA attendees
 - Delaying Navigate implementation.
 - Guided Pathways is more focused on transferability and ensuring that all degree courses transfer as credit.
 - They are restructuring but differently; doing away with department chairs and hiring Associate Deans.
- George Mason: President was selected by the Board of Visitors without faculty input, which is contrary to the policy.
- Need to fall back on American Association of University Professors; academic freedom,
- Stronger language in faculty handbooks that mandate faculty input and voting.
- Privatization of higher education and outside fundraisers. In the state of Virginia, foundations are considered private institutions. No FOIA. GMU & Koch Foundation: should be publicly accountable when contributing to public institution. Multiple examples shared at institutions outside of Virginia.
- Consider having a representative to the AAUP.

F. PAPC – Nancy Prather-Johnson

No meeting

G. Rewards and Recognition & Awards

Kathy Buhner: Coming along; some came in late. Rewards and awards have been awarded and forms are being signed.

Concern: Some nominees said they were not informed of the nomination. Kathy and the rest of the committee will follow up.

VIII. Initiative Updates – Covered in the reports

- A. Advising
- B. Faculty Lead pilot – A survey was sent out by Kellie Sorey
- C. Pathway Deans Council – Work continues to plan for implementation. Wave 1 beginning this Fall, Wave 2, Fall 2019. Meetings are being held to determine triage for students in Pathway Model

IX. Old Business:

- A. **The PFS moves that each campus actively attempt to recruit one adjunct as a voting representative to the college-wide faculty senate each year to ensure adjunct voting representation.**

Withdrawn – campus senates are encouraged to do this as they are able, but as a statement of encouragement, it does not need to be voted on as a motion. Point was made in discussion that this could disproportionately affect representation among campuses with smaller voting representation on CFS.

X. New Business

- A. Library JUL Hours– Steve Litherland

Proposed schedule reduction at the Joint Use Library at the Virginia Beach Campus: M-TH: 8-7:30, F-Sa: 9-5.

Steve Litherland presented on the context and background for the schedule reduction, the expected impacts, and impact mitigation strategies.

Approved by President’s Cabinet to begin May 14. The Cabinet asked about possible accommodation during midterms and/or finals? Steve shared data demonstrating that library use during the hours being reduced does not significantly increase at mid-semester or the end of the semester.

Senators voiced concern about the schedule reduction being approved by the President’s Cabinet prior to faculty input. Judy Gill voiced this concern at the Cabinet meeting.

Motion from the floor:

Stacey Deputy: We recommend that each campus library remain open until 9 p.m. one night a week (rotating), and that the college provide the funding necessary to staff the extended hours (beyond the funding already provided).

Move to amend the motion, Siabhon Harris seconded.

Amended motion: We recommend that each campus library remain open until 9 p.m. one night a week (rotating M-TH), by adjusting their hours to open later on that day.

For-8, Opposed-3, Abstentions-4

Motion carries

- B. Campus Motions

Portsmouth Motions for CWFS Meeting on May 3rd, 2018

1. Motion - Roberts Rules

The PFS moves that the CWFS employ (additional components of) Roberts Rules of Order as a guide to help meetings run more smoothly and more efficiently.

For – 10, Opposed – 6, Abstentions-0

Motion carries

2. Motion – Creation of a Parliamentary Rules Committee / Ad-Hoc

The PFS moves that the CWFS establish a *Parliamentary Rules Committee*; charged with interpreting the Roberts Rules of Order and creating the CWFS *Special Rules of Order or Parliamentary Procedures*.

For – 9, Opposed – 4, Abstentions - 2

Motion carries

3. Motion – Creation of a New Officer Position for the CWFS - Parliamentarian

The PFS moves that the CWFS revise their By-Laws to include a new officer position of *Parliamentarian*.

The Parliamentarian will preside over the CWFS meeting and assist the Chair in maintaining order by proper adherence to the CWFS *Special Rules of Order or Parliamentary Procedures*.

Or

3.2 Motion - New Duties for CWFS Vice-Chair

The PFS moves that the CWFS add the following duties to the Vice Chair existing position description.

The CWFS Vice-Chair (*hosting campus - Faculty Senate Vice-Chair*) will assume the role of *Parliamentarian* during monthly meetings. *The CWFS Vice-Chair / Parliamentarian* will preside over the CWFS meeting and assist the Chair in maintaining order by proper adherence to the CWFS *Special Rules of Order or Parliamentary Procedures*.

Tabled

And

4. Motion – New Duties for Campus Senate Vice-Chair

The PFS moves that each campus revise their By-Laws to reflect new duties for the *Campus Senate Vice-Chair*.

The Campus Senate Vice-Chairs will assume the role of CWFS Vice-Chair & *Parliamentarian* on a rotating basis when that campus hosts the CWFS meeting each semester.

Tabled

5. Motion – Order of when Motions are discussed and voted on during the CWFS monthly meetings

The PFS moves that the CWFS previously submitted proposed motions be placed on the agenda as the first order of business.

Motion amended:

The PFS moves that motions from Campus Senates be placed on the agenda as the first order of business.

For – 14, Against -1, Abstentions – 0

Motion carries

XI. Items for the Board – Meeting is May 15

- A. The college is not doing enough to try to turn around enrollment decline.
- B. The college is not providing any recourse for shared governance, in cases where it is not being used as intended.
- C. The college has a disregard for student concerns. (Chesapeake can speak)
- D. The college is suffering from initiative fatigue: Navigate, Math redesign, Learning Management System changes, Faculty Advising, PACE, Guided Pathways, and Academic Reorganization. While some of these are initiatives given by the VCCS, we are concerned that the college is trying to do too many things at once on a shoe string budget. These are initiatives that if not done well, could be detrimental to our already declining enrollment.

Move that we address our concerns with initiative fatigue.

For – 8, Opposed – 0, Abstentions – 3

Motion carries

Motion that we bring to the board if called upon the communication & transparency concerns and feedback.

For – 8, Opposed – 1, Abstentions – 2

Motion carries

The motions passed can come from the Senate. The others can come from individuals.

XII. Other items – Motions from the floor, etc.

Ellyn Hodgis, Motion from the floor: Request to have the option for the VCCS phase retirement policy to be available to faculty at TCC.

For-13, Opposed-1, Abstentions-0

Motion carries

XIII. Nominations for Senate 18/19 and elections

- Tom Siegmund for Treasurer
- Stacey Deputy for Chair
- Judy Gill for Secretary

All three positions unanimously elected.

XIV. Close –Meeting closed at 5:20 p.m. Next meeting September 2018 in Chesapeake

Respectfully submitted,

Olivia Reinauer

Secretary, College Faculty Senate

APPENDIX:

Senate Chair Report — Judy Gill

Dr. Kolovani held Listening Sessions and Town Hall meetings at all campuses.

The Strategic Plan will be developed by committee with representation from all constituents beginning this summer.

Scheduling Policy 2111 was not brought to the President's Cabinet yet. Dr. DeMarte says it will be brought to PC at the next meeting.

Pathway Dean Restructuring: Phase I begins July 1, 2018, Phase II begins July 1, 2019. Planning meetings continue and a Triage committee has been formed.

Faculty Advising: the Learning Institute will be the first step in faculty training to advise students.

College-wide Preview Day in Chesapeake had over 700 prospects attend.

YWCA has pulled out of Child-care center. We are hoping to have a big-box daycare take over. YWCA continues through Fall 2018.

System Office has required that TCC move the Travel Request system to the VCCS system – Chrome River Travel System.

Academic Calendar Team has created a tool as a starting point for future calendars.

Chesapeake Chair Report – Stacey Deputy

Chesapeake Chair Report

1. Town Hall Meeting on the Chesapeake campus was held on April 10th.
 - Faculty asked questions on Guided Pathways. Specifically with only 90 days left until Wave 1 implementation, how will faculty be informed of changes (new rules & policies) to be ready for the fall semester? The answer was via email over the summer. How will all the work be done in 90 days? Answer: Work is on going.
 - Students from the student government association attended and asked questions during the guided pathway presentation. The students asked how student voices and input were being collected for guided pathways and for the triage effort. They asked if students could be added to the guided pathways committee. The presenter said she would take that request back to the committee. Another wave 1 pathway dean spoke up that we had a limited amount of time and more items on the agenda and announced we had time for one last question on pathways. That question was asked and the students spoke up that they felt we needed more than one question. The President said that the Town Hall was not intended to answer every question or to debate the plan. Implementation of pathways is to provide direct guidance early on solving bouncing problems (students being sent from office to office for help.) The agenda needed to continue.
 - Faculty asked many questions during the marketing/crm presentation. These included: Why do our ads focusing on cost instead of our unique learning environments and small classes? Was student input collected before designing ads? (Conversations were held with some PTK students) How are individual programs marketed? Could the ads be shown to us, at least a beta version of them? (Will be ready April 22nd) Will the marketing push be timed each semester for before our scheduling policy requires classes to be cancelled? (We are trying.) Some of our VCCS sister institutions have had enrollment growth, are we analyzing what they have done to see if we can replicate it? (Curt Aasen answered. Dual enrollment is masking losses at some schools, where dual enrollment is

free for students. Paul D. Camp got a new President who is making huge changes there. We have more financial aid students and were affected more heavily by changes in SAP. Sequestration hurt us, as big businesses pulled out of the area and families left. The population has decreased. We are losing non-traditional students, but ads in Roku, Hulu, Pandora, etc. are targeting that group. The President also spoke up that we are recruiting at businesses. We have a three phase approach: high school recruiting, recruiting at local businesses, and adult student recruiting.)

-At this point our allotted time was up. Dr. Rhine, the facilitator, asked if we would like to stay an extra 20 minutes for an open session on governance. Almost everyone raised their hand to indicate that we wanted to stay. Dr. Rhine clarified that this was not a questions and answer session, but a time to collect our concerns. The student government representatives repeated their questions on student voice and how student input was being collected. The students also felt that a previous faculty question was not fully answered and wanted it to be asked again. The faculty member repeated her question about communication and how we would be informed of new rules/policies regarding wave one implementation. Another student asked how guided pathways/reorganization would affect students? (Bill Clement answered that the focus would be on programs.) A faculty senator read the description of shared governance from the TCC website, and stated that shared governance was not occurring as stated on the website. Input needs to be acquired from the constituent groups before decisions are made. Another faculty senator spoke that the topics generated from the President's listening session did not match the Town Hall topics. A faculty senator asked who was collecting the concerns from the open session on governance. Who was taking notes. (No answer was given. There were no easels of paper with notetakers at the front of the room at the Chesapeake TownHall. An email from Dr. Kolovani to the Chesapeake Senate chair the next day confirmed that a note taker was present and took notes that were "adequate and on point".)

2. Chesapeake Faculty Roundtable on April 12, 2018

-Provost Rhine was invited to join the faculty to brainstorm ideas for improving conditions on the Chesapeake campus. Some of the ideas generated were to have a Provost Town Hall once a semester. This Town Hall would have no pre-determined agenda, but would be an open question and answer session. Another idea was to create and distribute a current list of employees. With the RIFs and normal attrition, we don't always know who is still here. There was also a large discussion on communication at the college, and the need for two way communication.

3. Faculty Senate Meeting on April 24, 2018

-Dean of Students, James Edwards, presented usage data from the four testing centers and collected feedback on the proposed testing center hours change. Most feedback requested that the centers be open later one or two evening a week to accomidate students who work during the day. The center could open later on those days to balance out the later closing time. Another suggestion was to relax the rule that requires students to arrive two hours prior to closing, to one hour.

-Discussion of appointing voting adjunct members from the campus senates: Feel that more adjunct (at large) representatives should be appointed to the senate, without changing the current campus designated voting requirements. Adjuncts can still fill those campus designated senator positions if they desire to do so.

-Discussion of funding certifications with professional development funds. Feel that PDF can be used if the certification is job related.

-Discussion of future PDF moneys (increase the individual amount up front or continue to make excess funds available in April). Feel that we should increase the individual limit up front.

-Discussed items to be addressed with the TCC Board at their next meeting on May 15, 2018 (Norfolk Student Center 4-6pm) *See item 4 below for details.

Norfolk Chair Report – Sarah DiCalogero

The Norfolk Faculty Senate met on Monday, April 30th @ 4:30 pm in room 2610 of the Martin Building.

- A member of the Norfolk Faculty Senate expressed concerns that the students were advised not to speak at the Town Hall Meeting on Monday, April 23. The faculty were impressed that the students held a “meet and greet” line for faculty and staff that attended the meeting.
- The town hall meeting was attended by approximately 30 faculty and staff. The format was more “presentation” than Town Hall and there were only a few comments made by faculty after the presentation:
 - Work that is done in committees is not being shared with the college.
 - Continuing communication issues.
 - The vision of the colleges ongoing and new initiatives are not being shared with the college community.
 - That “perception is reality” in terms of how the administration addresses the concept of shared governance.
- The college is hosting a “farewell” to Dr. Boyd on Wednesday, May 9 @ 3:30. A campus-based farewell is scheduled for May 30.
 - No information has been provided to the campus community concerning leadership transition after Dr. Boyd’s departure.
- There is concern about the role of faculty in the development of the space at the “TCC Center for Visual and Culinary Arts and Hospitality Management”. At this point in time it appears as if faculty are not being included in discussions concerning the design and development of the future space.
- A faculty member expressed a concern over the textbook procedures that are being implemented in the new pathways. In this instance the faculty member has been “told” that she will not be permitted to use the online tools that accompany the textbook for her online sections of the course. In this case they are not attempting to use a different textbook - only the enhanced online materials. The Norfolk Faculty Senate Chair is following up with this particular pathway dean under the assumption that this dean doesn’t fully understand that the online materials are necessary to teach the course in an online format.
- The Senate *almost* has a full slate of Senators for 2018-2019 we are still recruiting a full-time faculty member from the Business/Social Sciences Division.
 - Sarah DiCalogero was re-elected chair
 - Judy Gill was elected vice-chair
 - The secretary position remains unfilled.
- The NFS will form an ad-hoc committee in the fall to address the necessary faculty senate bylaw changes that need to take place with the New Academic Pathways model.

Portsmouth Chair Report – Nancy Prather-Johnson

The PFS met on Friday, April 27th in the Batten Center at 12noon and discussed the following:

- Finalized, Voted, and Approved the Campus Senate and Officer positions for 2018 – 2019. Siabhon Harris, Professor of Biology, has been elected and voted in as our new Campus Faculty Senate Chair. (See attached roster of all of our senators and officers for 2018-19).

- We discussed and have voted to move 5 proposed motions. (See attached proposed motions). Four of these motions has to do with bringing more order to our CWFS meetings, keeping these meetings to the established time, and making sure that we continue to be respectful and collegial to each other in our meetings. The last motion was suggested to make sure we have a quorum to discuss and vote on our proposed motions despite the length of time our meetings are extended.
- The Chair gave updates on the college initiatives including the Dean Council Meetings and the integration of the Pathway restructure, Navigate, Faculty Advising, Guided Pathways, PACE.
- We discussed our thoughts regarding the Town Hall meeting on the Portsmouth campus. Briefly discussed the listening session with the President and selected faculty that represented each of our divisions. The chair asked the campus faculty for their feedback as well as discussed or solicited feedback from the faculty at the meeting. Many faculty felt that their questions were not answered and wasn't allowed to ask as many questions as they would like. They felt less secure about the future of the college instead of better or more assured. They felt that they were not given an opportunity to speak, they felt less certain, and felt that they were simply given a 'song & dance'. They also felt the Marketing presentation was too long and would like to have heard what other initiatives the college was taking to increase and retain enrollment. They also felt in adhering to the definition of Town Hall meetings, this meeting was misnamed and did not truly represent a Town Hall meeting. Lastly, some felt that the listening sessions was a great idea but felt that we were not really heard or that the President was not really listening because the Town Hall meeting for most was not any new information and didn't really inform.
- Lastly we had a guest, the Dean of Student services and the Testing Center manager. They attended the meeting to discuss the new proposed testing center hours and why these new hours were proposed based on the restricted or decreased budget and data regarding testing center usage. As a result of decreased budgets, all testing centers across the college are decreasing their hours. Apparently, the Virginia Beach campus has already changed its operating hours without input and the other 3 campuses are gathering and soliciting input before finalizing or implementing changes in operation hours. One suggestion that was given based on the data was to close or reduce hours on Fridays. It was also suggested that at least one day remain open until 9pm for our evening and online students as well as this be implemented at each campus but that each campus select a different late night opening. New Proposed hours are: M-Th 8:30am – 7pm, F 8:30am – 5pm, and S 9am – 1pm