

Attending: Monica McFerrin (VB) (**College Senate Chair**), Rianna Amolsch (C) (**Senate Chair**), Bobby Rowe, Sr. (C), Jeannie Taylor (C), Judy Gill (N) (**Senate Chair**), Jim Holden (N), Thomas Siegmund (P) (**Senate Chair**), Lorenz Drake (P), Nancy Prather-Johnson (P), Harlan Krepcik (P), Jim Roberts (VB) (**Senate Chair**), Mike Adams (VB) (**College Senate Secretary**), Frank Futyma (VB), Anne Mach (VB), Bill McNamara (VB), Gary Noah (VB), Allison Harwell (**Counseling**),

Non-attending: Phyllis Gowdy (N), Dianne Davis-Wagner (P), Mark Greer (VB), Ellyn Hodgins (VB), Ruth Shumate (**Library**),

Guests Present: Teresa Granger (P), Curt Aasen, Institutional Effectiveness

- I. Call to Order at 2:00 PM**
- II. Introduction of Guests:**
- III. Approval of Minutes of October 1, 2015 at 2:02 PM**
 - A. Motion: To approve the minutes as amended. - Motion passed.**
 - B. Mr. Assen was introduced and gave his presentation. He addressed his departments' priorities and four main areas of responsibility.**
 - a. Institutional Research
 - b. College Planning
 - c. Regional accreditation (SACSCOC)
 - d. Student Outcomes.
 - C. At the conclusion he fielded questions.**
 - D. This will be followed up next meeting with Ms. Phyllis Milloy**
- IV. Reports of Senate Officers**
 - A. Faculty Senate Chair Report, Monica McFerrin**
 1. Enrollment Sessions
 2. Customer Management system (CRM) an underutilized Oracle product to be replaced, apparently by a program named SALES FORCE.
 3. The College is asked to reduce expenses for receptions and events by 20%.
 4. PATHWAYS material to be deferred to New Business
 5. Request that more consideration be put into drafting of motions for submission to the College Faculty Senate. The content should contain measurable substance
 - B. Secretary, Mike Adams**
 1. No report
 - C. Treasurer, Judy Gill**
 1. Current expected expenses are:
 - a. CFAC lodging expenses
 - b. FSVA hosting expenses - \$500.00 approved
 - D. Faculty Senate Vice Chair Reports:**
 1. Chesapeake Campus, Rianna Amolsch
 - a. Senators questioned if there were stipends for development of "Z" courses?
 - b. They had discussion on the ongoing Pathways development
 - c. Course scheduling was discussed
 - d. They question the dean's ability to enter/evaluate online courses at any time without the knowledge or permission of the faculty member.

- e. Is there a formal policy concerning this behavior? Is it different for Face-to-face classes?
- f. Monica will follow-up on this
- g. The Chesapeake will be hosting a “shooter on camps” drill on November 13th.
- 2. Norfolk Campus, Judy Gill
 - a. Dr. DeMarte dialogue session to be held Tuesday, November 10th.
 - b. Some faculty offices have been identified as “Safe Space.” Questions for establishment criteria can be directed to Josh Howell.
 - c. Campus Professional Development was held with a Guest Speaker and a panel discussion with The Norfolk Superintendent of Schools, the Norfolk Campus Provost, a faculty representative and others.
 - d. The Annual Thomas Scholarship Fund raiser is being developed with an upcoming raffle and possible “silent auction.”
- 3. Portsmouth, Campus, Tom Siegmund
 - a. The October meeting had Provost Woodhouse join them
 - b. They discussed the development of agenda for presentation to the December Faculty Senate meeting
 - c. They wanted to know if there is a requirement of minutes for the dialouges held with Dr. DeMarte
- 4. Virginia Beach Campus, Jim Roberts
 - a. General comment in regards to ongoing College issues such as Pathways, course scheduling, etc.

V. Reports of Faculty Senate Committees

- A. Adjunct Committee-Mike Adams
 - 1. Nothing to report
- B. Awards Committee-Mike Adams
 - 1. No response to date on mid-October call for nominations!!!
 - 2. A follow-up call will go out in January
- C. FDEP Committee – Judy Gill
 - 1. The committee was instrumental in the adoption to changes/updates to the ePortfolio
 - 2. Announced the retirement of Terry Jones from the College administration IRT the FDEP process. His replacement is Dr. Fred Stemple
 - 3. Nest priority is the early development of the submission form for the 2016 cycle of evaluations
 - 4. They suggest formation of a sub-committee for the APPDP
 - 5. They propose the development of formal mentor training

VI. Reports from Other Committees, Groups, or Individuals

- 1. FSVA-Frank Futyma
 - a. TCC to host the next FSVA meeting Saturday, November 7 at the Virginia Beach Student Center
 - b. Continental Breakfast at 8:30 AM, meeting to commence at 9:00 AM
 - c. Anticipate conclusion to be at approximately 1:00 PM...All are welcome to attend as guests.
 - d. FSVA President is Dr. David DeGromme, JMU representative
- 2. PAPC-Kelly Gillerlain
 - 1. Due to other commitments, Kelly has asked the Senate to accept her resignation as the College Senate representative to the PAPC. A call is initiated for a replacement.
 - 2. The PAPC meetings are normally scheduled for the third Friday of the month
 - 3. Current project is the development of a new vision statement for the College
 - 4. With the retirement of Frank Dunn, everything on the web site is to be vetted through the PAPC
- 3. CFAC-Ellyn Hodgis
 - 1. The CFAC meeting in Roanoke November 5th and 6th.

4. VCCS Professional Development Committee-Tom Geary
 1. Tom has no report.
 2. Most recent Professional Development material provided by Dr. David Wright, PD Committee chair
3. Reward and Recognition
 1. Monica is to meet with the committee Tomorrow, Friday, November 6th

VII. *Unfinished Business:*

A. Bylaws Amendment – Diversity Statement

1. Bylaws Amendment – Diversity Statement

I. D. The Tidewater Community College Senate recognizes the importance of a diverse membership.

Aye: 16 Nays: 0 Abstain: 0

The Motion PASSED

B. Academic Standards Policy

1. The March and April minutes of the Instruction Committee were provided for amplification in reference to development of this policy
2. Chair Monica McFerrin provided a brief report on the PAPC involvement

A. Timely Faculty feedback is requested Textbook Policy

1. Committee has not met recently.
2. Dr. David Kiracofe was elected the committee chair
3. Members asked to review reference material concerning state and federal laws, as well as development of an open ended philosophy for the policy

B. Calendar-Professional Development Day

C. Results of the survey of faculty, the Professional Development Day will occur during the week of convocation Dialogues with Dr. DeMarte

D. All campus senates are requested to provide a primary and alternate date for their Spring 2016 dates for follow-on dialogue with Dr. DeMarte

E. Faculty Handbook

1. This issue is available online
2. Question broached as to why the Faculty Senate no longer has final approval of changes. The text in question states collaboration and removes the senate approval

F. Online Course Caps

October 2015 Motion:

Norfolk Senate moves that the College Senate request that by Nov 1, 2015 the administration provide a comprehensive analysis explaining the rationale behind the mandated online caps created without faculty input.

Aye: 10 Nay: 1 Abstain: 1

The Motion PASSED

1. The administration response to this Motion is that this information is to be disseminated through the campus provost leadership meetings.
2. The most recent Norfolk leadership meeting did not address this issue at all

G. Course Scheduling

October 2015 Motion:

Norfolk Senate moves that the College Senate form an Ad-hoc committee to examine scheduling issues and make recommendations to prioritize full time faculty to teach desired overloads while providing support and fairness to contingent faculty.

Aye: 10 Nays: 0 Abstain: 0

The Motion PASSED

1. This is now an ongoing part of SEM
2. All faculty are asked to be involved in the scheduling of their particular courses, and to stay on top of it
3. December 17 is the back out date for the Spring 2016 registration
4. There is still question as to the schedule and the size of upcoming classes

H. Administrative and Professional Faculty Evaluation

1. Counselors expressed concern that there was no counselor representation on the VCCS committee to draft their evaluation
2. There is no new information available on this issue at this time

VIII. *New Business*

A. Pathways

1. Chair Monica McFerrin passed around copies of the current Pathways material showing the eight proposed academic clusters

B. New Student Orientation

1. This draft is provided for our information
2. Review and provide any feedback to Monica

C. Faculty Promotion Policy

1. It is the feeling of the senate that the committee be elected by faculty rather than appointed by the President
2. Members should have been evaluated by the new, current FDEP and be 5-year contract faculty

D. Mental Health Sessions

1. It was proposed the faculty senate sponsor campus lunches with Dr. Smith and a CMVE representative as the speakers
2. This was brought to a vote and was passed with an 11 to 0 vote in favor of this item.

IX. *Next College Senate Meeting* – December 3, 2015. Meet and greet at 1:30pm, meeting at 2:00 PM – Virginia Beach Campus, Location TBD.

X. *Close: The November meeting closed at 6:07 PM*

Respectfully submitted,



Michael B. Adams
Secretary, College Faculty Senate