

Attending: Monica McFerrin (Senate Chair); Judy Gill (Norfolk Campus Chair, Secretary); Rianna Amoshch (Chesapeake Campus Chair); Nancy Prather-Johnson (Portsmouth Campus Chair); Tom Geary (Virginia Beach Campus Chair); Bobby Rowe (C); Kevin Brady (C); Jim Holden (N); Sarah DiCalogero (N); Adam Becker (P); Kathy Buhner (B); Frank Futyma (B); Angela Bell (B); John Krenzke (B); Gary Noah (B); Crystal Stafford (B); Harlan Krepcik (P); Lorenz Drake (P); Siabhon Harris (P); Mark Greer (B);

Non-attending: Olivia Reinauer (P); Tom Siegmund (P); Anne Mach (B); Garrison Libby (Library); Ellyn Hodgis (CFAC)

Guests Present: Claudia Macon (B)

I. Call to Order at 2:00 p.m.

II. Minutes

III. Approval of Minutes of Sept, 2016.

A. Minutes approved as amended - Motion passed.

IV. Chair Report:

Enrollment data from other VCCS colleges was presented. It was noted that TCC enrollment is down more than the other VCCS colleges.

Dr. Kolovani will appoint a task force for TCC advising to support QEP and align with faculty lead pilot. Faculty will have representation on the task force

SACS COC site visit 10/17-21. As members of governance senators may be asked to speak with. All faculty should know what QEP is. There is a link on website. It is PACE: Progressive and Academic Career Exploration emphasizing workforce and job paths for students. Students should also know it.

Change to Emeritus policy to adjust years of service eligibility. Previously only included years you taught, years in other positions did not count. Currently years in a staff role can be combined with years teaching.

TCC has been raising money emergency funds for tuition assistance for ITT students. ITT loan forgiveness – if students transfer any credits to TCC they are not eligible for loan forgiveness.

Reductions in funds for PD: funds have not been reduced but will be reevaluated in January.

V. Campus Reports (20 min)

A. Chesapeake - Rianna Amolsch – Dialogues with Dr. DeMarte – will continue and will send out a call for agenda items ahead of time and come up with a list of issues to send to Dr. DeMarte to help him prepare.

B. Norfolk – See motions below

C. Portsmouth – Nancy Prather Johnson – Made sure everyone got a link to the book: Redesigning America's Community Colleges Had informational sessions on campus regarding FACA. Had Batten Lab manager speak to reiterate the evaluation deadline and offer assistance in submitting.

D. Virginia Beach – Tom Geary - The Virginia Beach campus Faculty Senate discussed the following issues:

Financial Aid Course Audit (FACA) tool. The Senate was informed on the nightly batch process and the importance of getting students into the right programs.

Adjunct Travel Stipend. The Senate recommended a \$300 flat rate stipend since it is the most equitable solution and an acknowledgement of how important adjuncts are to our college.

Other. We reviewed the procedures for students with behavioral issues in the classroom; there is a centralized system between campuses for students who pose problems at more than one campus. Released time being brought to zero and rebuilt up based on merit was discussed. Faculty course instruction load and CPDF travel restrictions were briefly discussed. Fred Stemple and Tom Lee spoke to the Senate on professional development opportunities on the Virginia Beach campus and college wide.

VI. Committee and Representative Reports

- A.** Adjunct Committee - We still do not have a chair of the adjunct committee. Frank Futyma agreed to be chair.
- B.** Reward and Recognitions committee – everyone rotated off so we need volunteers to serve. Chair will send solicitation email.
- C.** Faculty Development and Evaluation Plan – Vote will go out 10/7 for new FDEP. Faculty have until 10/14 to vote on whether or not to adopt the revised FDEP.
There was some discussion concerning the voting deadline.
- D.** Awards Committee – Vacant – There is no report.
- E.** Textbook – David Kiracofe - No report
- F.** Professional Development – No report
- G.** CFAC – Ellyn Hodgis - No report.
- H.** FSVA – Frank Futyma - No report.
- I.** PAPC – No report.
- J.** VCCS Professional Development Committee – No report.
- K.** Secretary, Judy Gill - Chairs please confirm senate representatives and senators list before leaving
- L.** Treasurer, Jim Holden – No report

VII. Review of Old Business:

- A.** Activity Hour: Request for T 12:30-1:30 forwarded to provosts by chair. No response from Portsmouth or Chesapeake provosts. Follow up email has been sent.
- B.** Course enrollment cap appeal procedure (John Krenzke chair) – some research was done and we will follow up next meeting
- C.** Out of state travel restrictions – see Action Items
- D.** Faculty Lead Pilot – presented to Dr. Kolovani on 10/4 and she supported it. She had philosophical issue with release time because it takes the best faculty out of the classroom. She will make it cornerstone of her Town Hall meetings and will send out a supportive email. We are now in implementation phase. Program heads are being identified. Deans are in the process of identifying discipline leads. Oct 18- professional development will begin for program heads and will continue for discipline leads after.

VIII. Action Items

- A.** Norfolk – Out of state travel – Jim Holden
Motion: Faculty should be notified that there is a process by which Professional Development funds can be used for out of state travel. Norfolk moves that the Senate ask Joe Joyner to send out an email outlining the process

for obtaining permission to be reimbursed for out of state travel.

Discussion: Faculty can submit for out of state travel but there are tighter standards to benefit the college.

Process is to apply the same way however out of state standards are higher.

There was more discussion concerning merits of restricting professional development funds for out of state travel.

Vote: Motion passed unanimously

B. Adjunct Stipend: Chair – currently adjuncts who teach a class that meets more than one day a week receive .5 credit stipend. The Executive staff recommended changing the stipend to a flat \$200 stipend. This was to ensure equity for adjuncts (based on travel) and cost savings measure for budget. Currently \$294 - \$566 is the range with an average of \$369. The Senate was asked to make recommendations. Note – that we do not want to balance budget on the backs of the adjuncts.

VB recommended \$300 stipend

Norfolk Motion – Judy Gill – Norfolk moves that the Senate should examine the mean, median, and mode of the current adjunct pay (.5) for teaching a class that meets more than one time a week before making a recommendation.

Discussion - Chair: Spoke to Phyllis Milloy and one choice was to eliminate stipend and raise salaries. (by changing the formula that determines how much adjuncts are being paid.) Cannot give raises but can use a formula change. Stipend has become supplement to adjunct salaries.

Discussion – sometimes .5 stipend prevents adjuncts from teaching an additional class. That is a mistake, .5 is not counted toward load.

Further discussion – it is also a philosophical decision – should adjuncts who come in more than one day a week for a class be compensated?

Vote: motion passed unanimously

Other thoughts: \$200 is too low and will likely result in morale issues in adjunct and full time faculty

C. Rianna Amolsch - Gen Ed Assessment Procedure has become an onerous process. Must produce an authentic assessment and sent a 10 page form, 8 pages of which need to be filled out explaining how their assignment prompts students to demonstrate each dimension of the rubric. The faculty member must also include a narrative summarizing how course supports the gen ed competency.

Points – insulting to faculty, guess level of performance you expect your student to demonstrate in the dimension, concerns about people using rubric measurements correctly and grading assignment. People were confused. Also seemed to assess the assignment instead of student work.

Discussion

Intention: (Nancy Prather-Johnson) In the past assessments didn't match rubric so the thought was if individuals had instructions people would develop assessments that meet the outcome.

Institutional history: Faculty were told that they do not need to change their assessments.

Seems that assignment is being assessed instead of student work

Next step – Instruction Committee governs assessment. Go to Instruction Committee with our concerns about assessment Including the issue that the forms are assessing the assignment not the outcome. (Not the purpose of the gen ed assessment.)

Nancy Prather-Johnson will bring issues to Jennifer Ferguson and come back with information.

D. Faculty Handbook – (Chair)

The Handbook is a living document that is reviewed by FS on a regular basis. What should be done if there are updates throughout the year? Would we like updates as they are made or review once annually?

Handbook is a collection of policies and procedures that are vetted in other capacities. Links, policy language changes, etc., are made often.

Discussion: We would like to see updates as informational items. Is there a bar to what we want to know about?

Sarah Motion – Faculty Senate is informed through the faculty senate chair when changes or updates to the faculty handbook are made.

Discussion

Vote: Motion passed 10-7

IX. Items from the Floor

A. Next College Senate Meeting – November 3, 2016. Meet and greet at 1:30 p.m., meeting at 2:00 p.m. – Chesapeake Campus .

X. Close: The September 2016 meeting closed at 3:45 p.m.

Respectfully submitted,

Judy Gill

Secretary, College Senate