

1. Call to order at 1pm

2. Curt Aasen—

Explains the charge

Periodic review of mission, typically, periodic means 1-3 years

PAPC is not just collection and dissemination, but may request updates to make sure there is alignment with QEP

Curt is the conduit for reports, will be assisting PAPC in this as president's liaison

3. Corrections to minutes, David Wright and Sarah Lupton were in attendance, wrong date typo for admin association event, minutes approved as amended

4. Chair report, need to amend website. Look at webpages and update as needed, updates go to Terrence. Type changes into word document and send to tdjohnson@tcc.edu, cc' Monica.

Mid year reports must be published by Feb 15, needed by Feb. 1.

Governance committee openings—if questions, send those, will look at them again in March

Admin association: Dinner in Norfolk with Dr. Jessica Smith, presentation about students and mental health

Next time, in Portsmouth. Social tonight in VB at Keegan's.

Classified Assoc. Next professional development day on March 9, 2017 at Chesapeake.

CTLT: Not much to update, working on showcase technology committee, hoping to make a few changes this year

Faculty Senate: Meeting recently, briefed by Dr. Edna Baehre-Kolovani on upcoming budget tightening, in near future cuts anticipated. Changes to leave and withdrawal forms, relationship with financial aid and VA. Faculty wants to access dates and times of different committees to update on website.

Curriculum: discontinued one program in geospatial, work in Music, voted on bylaws and were changed, will go over next

Exec. Staff: None to report

Professional Development: working on next learning institute day, for Portsmouth in May. Working on adjunct faculty committee, worked with another ad hoc committee, to get adjuncts more involved in prof. development—hybrid activities, working with Batten Center and mentorships. We are at 30/70 full time to adjunct—really need to work more with adjuncts. August faculty development event will be during convocation week.

Global and intercultural

Have spoken with Danish college—have started seminar series so that students were at different campus. One member of GLIC, trying to bring initiatives to faculty level and find buy-in. Pilot study abroad program for the Czech Republic. Will talk with campuses after new year about how to run study abroad.

Instruction

Draft policy to SCHEV on assessment. Rep. from faculty senate/and rep to faculty senate to talk about authentic tool. Information on assessment next week in preparation for spring to faculty on which students are being assessed. Next meeting in Jan.

Internal relations:

Last meeting combined with Diversity and Inclusion due to charge to work on recognition program. Divided into subcommittees—one for research to see what other colleges do, what kind of rewards. Survey will go out to find out what rewards staff/faculty might like. Faculty portion is very extensive. 45 people on large committee.

OLC: Looking at 9 online degrees, seeing if they can be involved and provide some guidance.

Student federation: student survey, federation wants to get feedback on food service to determine student needs for hours, pricing, etc. maximize efficiency, working with Aramark and auxiliary services. Would like to get good responses and disseminate to campus deans. Working with institutional effectiveness. Will send out survey at a good time for response rates, will likely be next semester. Chesapeake campus—TCC food service round up, mid spring, a way for students to round up cost to next dollar to help provide for students in need, help out community.

Student success:

No charge, have not met yet.

Workforce solutions:

Kelly Gillerlain will be interim Dean of Business, Information Technology at Chesapeake. Governance committee, Kelly voted chair. July of 2015, began working on new mission statement and now working on bylaws, will bring to PAPC soon. New lease for welding facility in response to businesses to provide advanced

training in welding. Merging advanced standing committee into this committee. How to market workforce solutions and what they do to campus. Credit to non-credit crosswalk to help students move forward being moved forward by Dr. DeMarte. Hoping to find another chair.

5. Charges

Must develop procedure to solicit review for mission statement, and then communication for QEP process

Mission statement last approved in May 2015.

Q: Is there a periodic review also of the vision statement?

Who should solicit for this information? Should it be PAPC or institutional effectiveness? Institutional effectiveness is not broad spectrum enough, PAPC is. PAPC will handle solicitation. Subcommittee of PAPC will be formed and make recommendations on time frame and other processes.

Second part of charge—communicating information about QEP. There needs to be discussion, but in a smaller group, thus forming a subcommittee to address this.

6. curriculum committee bylaws

Clarified first part with bulleting, and clarified faculty representation in social sciences. Reviewed ex-officio members, added workforce solutions. Officers elected in April rather than Sept. and slightly tweaked terms.

Request for approval of bylaws: all in favor, passed.

Motion to adjourn at 2:08pm.