



Portsmouth Faculty Senate Meeting Minutes

Date & Time: Friday, August 31, 2018, 12:30 PM

Location: Portsmouth Campus, Batten Center (B204)

Attendance

In attendance: Siabhon Harris, Dianne Davis-Wagner, Tom Siegmund, Katrina Dash, Ted Tyler, Tiffanye Sledge, Deborah Brown, Elizabeth Harris, Catherine Merritt, Sharon Waters

Call to Order

Meeting called to order by Siabhon Harris at 12:43 PM

I. Chair Report of CWFS meeting

Siabhon Harris, the Portsmouth Faculty Senate Chair provided the following updates:

- A.** Listening sessions in May 2018
- B.** Scheduling policy and strategic plan – no update has been provided.
- C.** Pathway Dean Restructuring – began July 1, 2018. Wave 2 will begin July 1, 2019. Triage committee is still in development. Campus deans will be added to help coordinate, as described in email from Stacey Deputy.
- D.** Faculty advising – Learning Institute sessions were the first step in the implementation. Faculty may want to consider adding advising to APPDP goals. The consensus is that adjuncts should have the option to do advising but it should not be required.
- E.** YWCA has been pulled out of childcare center so there will be a search for new bids for 2019.
- F.** Academic calendar team has created a tool to serve as a starting point for future calendars.
- G.** No update on faculty development evaluation plans. This will be an issue going forward since there is no longer a faculty development department.
- H.** Multiple measures – faculty are finding it ineffective and are seeing it as a move to get rid of developmental courses. Faculty would like to see data and how students are coded. Chancellor's report also discusses alternatives to traditional developmental education.
- I.** Transfer of courses with online labs – many other universities do not accept these.
- J.** Navigate – NOVA is waiting to use it because faculty needs to be advising first. This is relevant to us because Navigate is supposed to be implemented here in Fall 2019. Counselors have begun to be trained but what use will look like is still uncertain.
- K.** Rewards and recognition will be awarded late. Some nominees were not informed of being nominated but this was not addressed.
- L.** Reduction of hours for joint use library – concern that this was approved prior to faculty input.
- M.** Motions
 - 1. PFS moves that CWFS employ the Robert's Rules of Order as a guide to help meetings run more smoothly – motion carried.

2. PFS moves that the CWFS establish Parliamentary Rules Committee to interpret rules of order – motion carried.
3. PFS moves that motions from campuses should be first order of business so that all members can vote even if some have to leave early – motion carried.
4. Motions Tabled – Creation of a new officer position, new duties for the CWFS vice chair, and new duties of the campus senate vice chair
5. Items sent to the board – were provided in email to faculty. Motion carried.

II. Old Business – none to consider

III. New Business

- A.** Nominations for Vice Chair and elections. Nominees: Anita Wood and Tiffany Sledge
 1. Motion introduced to elect Tiffany Sledge as vice-chair. 10 in favor. 0 opposed.
 2. Dianne Davis-Wagner will no longer be able to serve as adjunct representative. Recommended that Elizabeth Harris serve as adjunct representative in her place.
 3. Motion introduced to elect Elizabeth Harris as adjunct representative. 10 in favor. 0 opposed.
- B.** 2018-2019 Senate Meeting Day/Time
 1. Proposed times: Fridays at 12:30 or during activity hour on Tuesdays at 12:30. Considerations include getting additional attendance if held during activity hour because more faculty is on campus and should be available.
 2. Decision: meetings will alternate between Tuesdays and Fridays.
 - a) Tuesday, September 25th, 12:30 PM
 - b) Friday, October 26th, 12:30 PM
 - c) Tuesday, November 27th, 12:30 PM
 - d) Friday, January 25th, 12:30 PM
- C.** Guest speaker: Nancy Prather-Johnson, Pathway Dean
Guest speaker was not able to attend and will speak at the September meeting instead.
- D.** Requesting feedback on the following
 1. Enrollments
 - a) Portsmouth is down less than college-wide. Shipyard helps Portsmouth enrollment, campus would be down by 7% without shipyard contract. On campus declined by 13% but online increased by 12%.
 - b) In LMS, some classes that would have normally been cancelled have been pushed into 12 week classes to increase enrollment. This was able to retain 1700 students this year versus cancelling classes.
 2. Pathway vs Academic restructuring (scheduling issues)
 - a) Addition of campus deans for operational support, as reported by email from Stacey Deputy. Campus and pathway deans would report to campus Provost. Job description is being developed. Department chair organization is still being developed.
 - b) Discussion: scheduling should be handled by campus deans but would need to be organized in conjunction with pathway deans. Concerns still exist about

Pathway Deans managing multiple campuses and changes that will occur with changes in administration. There is concern about the price tag for all of these initiatives.

c) Faculty need to consider putting together a description of the characteristics we would like to see in the next President.

3. Faculty evaluations; Faculty Professional Development resources (use of helpdesk)

a) Email from Jamie Haines: Concerns about adjunct faculty evaluation policies. Jamie suggests that the plan should be rejected because it has not been successful for full time faculty. Adjuncts are not receiving any benefits and do not receive any support so they do not have the resources to participate in faculty development. The email suggests that all faculty should collectively refuse to participate in the APPDP process.

b) Discussion: Adjuncts are already being evaluated through student evaluations and pass/fail rates. The concern is that we need a more objective and robust way to evaluate instructors but the current plan expects adjuncts to do too much in addition to teaching responsibilities. The idea of an evaluation process is good because there do need to be checks on instructors and there is a need for a concrete justification for hiring procedures. However, the actual evaluation plan needs to be more tailored to the adjunct experience.

c) Portsmouth response – evaluation is necessary but the current plan mimics full time evaluation which is not realistic for adjuncts because it requires adjuncts to meet too many criteria outside of the classroom. Adjuncts would need additional support (time, financial support, etc) if they are expected to meet these requirements.

4. Faculty advising

a) Recommendations by Advising Sub-Committee passed down to Advising Committee (chaired by Karen Campbell) that will make the decisions about how to proceed with advising

b) Discussion:

(1) Student Success Committee previously investigated this and the best model for 2 year institutions was using rolling faculty advisors that receive release time so faculty does not get overwhelmed and it does not take too many faculty out of the classroom. This would also ensure that the faculty participating are invested in student success and will have the students' best interest in mind.

(2) Considerations: students transfer to many different institutions in the area. Advising needs to take place in SDV class. Could we have Pathway advisors?

5. Performance Based Funding Metrics – topic was tabled until the next meeting.
6. Analysis of in house space use of college’s buildings for efficiency of cost
 - a) Not currently being addressed. Several district buildings and in Suffolk not being used. Idea is to ask for an analysis of how space can be used. Can space be rented out to businesses or for events? Could we develop a committee to make more efficient use of space and find ways to generate funds by renting out space?
- E. Goals for 2018-2019 – topic was tabled until the next meeting.

IV. Other items – Faculty discussion

A. Staffing of Batten Centers. Proposed ideas: Tom Lee staffing centers, Monica McFerrin doing workshops on campuses, faculty members getting stipends to staff the center.

V. Next CWFS meeting scheduled for Thursday, Sept 5, 2018, from 2-5pm, Chesapeake Campus Student Center, Big Otter Room. Meet and greet begins at 1:30pm.

VI. Next Portsmouth Faculty Senate Meeting – Tuesday, September 25th, 12:30 PM.

VII. Adjournment – Meeting was adjourned at 2:30 PM