

Attendance

In attendance: Siabhon Harris, Katrina Dash, Derek Laws, Steve Roane, Suzanne Luna, Sharon Waters, Lorenz Drake, Harlan Krepcik, Geraldine Wright, Elizabeth Harris

I. Call to Order – Called to Order at 12:41 PM

II. Chair Report

A. Overall enrollment is down since last year by 6.1%. Portsmouth is down 5.1%. Visual Arts Center is down 17%. Online enrollment is up. Enrollment data will be provided via email by Siabhon Harris. Enrollment also affects pay structure, we have gone down a level in pay structure so incoming faculty and staff are starting at a lower pay scale than those that were hired earlier when we were at a higher pay structure.

B. Federal government shutdown is affecting Financial Aid verification. Students are able to register but some are not able to get their financial aid verified.

C. Student evaluations response rate seems very low this year. Faculty did not receive emails when evaluations became available. There is a question about whether students were made aware of the surveys and encouraged to complete them.

III. New Business

A. Update, review, and feedback on academic reorganization and academic council

1. Draft of notes provided from the first meeting of the Academic Council. Main goal of the meeting was to determine what the council's job and role would be. First issue addressed was low enrollment courses, whether there should be changes in pay, and how courses should be canceled. Overall decision was that courses should run with at least 5 people and a new policy should be drafted to reflect this. Pathway Deans have received these instructions. No pay adjustments were implemented but faculty may be asked to perform unspecified extra duties when assigned low enrollment courses.
2. Second meeting of the Academic Council addressed the use of and training for Ad Astra. Notes from that meeting have been provided by Siabhon Harris.
3. Third meeting of the Council was on January 11th and addressed questions about the Pathway implementation. Meeting minutes were provided by Siabhon Harris. Wave 2 begins July 1st. Release time is still under current deans for Summer 2019 but will likely change in Fall 2019. An organizational chart is being developed for each pathway to determine staffing needs. Deans that did not become Pathway Deans will become Discipline Deans. The job description for both Pathway and Discipline Deans is still being developed even though deans have already been hired. Details like location, supervision, etc. for Discipline Deans will be addressed at February 1st meeting. Budget items, room assignments and distributions, scheduling, campus synchronization, and more details under the Pathway are still being

discussed. There was a discussion about Pathways not providing enough support and resources to students because they were divided by number of faculty rather than number of students. There is a February 1st deadline for PACE assignments in courses that will be offered to students in their second or third semester starting in Fall 2019.

B. Updates on Pathways and EAB Navigate – EAB Navigate has an April 2019 launch as a pilot and will be fully implemented Fall 2019. Advisors are being assigned to the program, will receive training, and learn how to use the program to streamline the advising process. EAB Navigate training will be done on April 1st as onboarding for advisors and counselors. Faculty are not being trained at this time.

C. Faculty Advising plan updates – There have been minimal complaints about the new advising model. There has been some shuffling of students that has since been resolved.

D. Canvas updates – It is suggested that faculty start looking at Canvas now. There are some issues with classes not being as easy to migrate as was previously advertised. Training has been provided and faculty are strongly encouraged to attend trainings as they are made available. Access to Blackboard will stop at the beginning of June. It needs to be investigated whether faculty will have access to archived courses after June. There is a need for more Canvas sessions to be offered in the evenings or weekends to accommodate adjuncts. There has been some difficulty with using Canvas migration as an APPDP goal and it needs to be determined whether Canvas use is a job requirement or an optional tool. There is also still a need for Batten centers to be re-staffed to assist faculty with difficulties, which is supposed to be addressed by the Faculty Professional Development Committee.

E. Portsmouth Campus updates – The campus Fitness Center is now free for faculty members on Monday-Friday from 9-4. There is also a gaming lounge from 9-1 and a Gymnasium open Monday-Thursday from 11-3. There are also many classes and events planned. A flyer with information was sent out. Signing Day will be held beginning January 30th to encourage students to enroll and sign to say they are committed to doing well in classes. There is a new Associate Dean of nursing, a new Financial Aid Director, and there should be a decision on the Interim Provost in Chesapeake soon. The Food Bank is looking for funding to develop a full food pantry that may be put in the Child Development Lab. Project Refuel through PTK is looking for food donations. Food pantry should be launched the last week of January.

1. C Building doors are now open until 7:45 PM. Some Handicap spaces have been moved. There are now sidewalk lights in the parking lots. There was an ant issue in the A building so food and drink may not be allowed in classrooms in the future but a policy has not yet been developed.

F. Faculty feedback on low enrollment policy planning – discussed above.

G. Identification of a new voting senator to attend CWFS for Spring 2019 – Geraldine Wright and Lorenz Drake will attend meetings as needed.

H. Determination of dates for Spring 2019 Portsmouth Faculty Senate meetings – see below.

IV. Old Business

V. Other items – Faculty discussion

A. Professional Development Funds – new policy was announced for Continuing Education in October but when paperwork was submitted for it, faculty was informed that it was not funded and still needed to be paid by professional development funds. CWFS states that this problem has now been resolved. There has also been some debate about allowing faculty to pre-register for conferences in the hopes that extra Faculty Senate funds become available, but this is generally not approved.

B. Notes from the Chancellor’s Faculty Advisory Committee – minutes were provided via email from Ellyn Hodgis. Revealing information includes the low retention and success rates for dual enrollment students. VCCS Initiatives are included toward the end of the document and should be of interest to all faculty.

C. It seems to be a large oversight that there is no teacher preparation program at TCC. There seems to be a high potential for increasing enrollment by offering a teaching program.

D. Many departments are short staffed, including housekeeping and security. There is only one security guard after campus is closed, which has become a problem with faculty being locked in buildings. The emergency exit is always open but this has become problematic for late night classes.

VI. Next CWFS meeting – Thursday, February 7, 2019, 2:00 PM – Chesapeake campus, Room TBA

A. Geraldine Wright can attend the February 7th meeting, and will most likely be able to attend the March 7th meeting. Need to reach out to Tom to see if he can attend the February 7th meeting, if not then Lorenz Drake can attend as an alternate.

VII. Next Portsmouth Faculty Senate Meeting

A. Proposed times include moving to the last Friday of the month at 12:00 instead of 12:30. This change was approved. The next meeting will be Friday, February 22, 2019 at 12:00 PM.

B. Future meetings will be Friday, March 29, 2019 at 12:00 and Friday, April 26, 2019 at 12:00.

VIII. Close – Called to close at 2:02 PM.