



MINUTES

Date & Time: January 26, 2017 12:30 p.m.

Location: Virginia Beach Student Center, K-322

Senators Attending:

Tom Geary, Chair, Humanities; Mark Greer, Natural Sciences; **Angela Bell**, Health Professions; **John Krenzke**, Vice Chair, Social Sciences & Public Services; Bob Maynard, Division of Engineering, Mathematics & Industrial Technologies; **Kathy Buhner**, Natural Sciences; **Anne Mach**, Health Professions; Crystal Stafford, Counseling (College Senate Counseling Representative); Meredith Velasco, Adjunct, Humanities; Joseph Wayne Grimsley, Secretary, Social Sciences & Public Services; **Garrison Libby**, Library (College Senate Library Representative); Cary Paulk, Adjunct, Humanities; John Gallo, Engineering, Math & Industrial Technologies; Richard Dienst, Social Sciences & Public Services; and Tom Hilton, Humanities.

Senators Not in Attendance: **Monica McFerrin**, Humanities; Susan Dozier, Information Technology & Business; **Gary Noah**, Information Technology & Business, and **Frank Futyma**, Adjunct, Information Technology & Business.

**** Bold font** denotes College Senate designated senators

College Representative(s): **Garrison Libby**, Library (College Senate Library Representative).

- I. *Review/Approval of November 22, 2016 Minutes:* The Senate approved amended minutes at 12:32 p.m.
- II. *Chair's Report:* The chair discussed several matters of importance in his report:
 1. The chair discussed the issue of e-mail redirects to other servers and informed Senators of the inherent security risks.
 2. The chair reviewed changes to overtime for non-exempt classified employees who teach as adjuncts. The chair noted that overtime non-exempt classified employees who teach as adjuncts will be limited to nine hours of teaching, the same as administrators.
 3. The chair said that the College will not move to a full Thanksgiving week off for fall break.
 4. The chair reminded Senators that signatures, and not initials, are required to be on all forms approving class overloads.
 5. The chair relayed a College Senate motion that passed in regards to maintaining an updated schedule of meeting days, times, and locations for all faculty-related committees and an updated list of faculty committee openings.
 6. The chair discussed the newly formed College Senate work group for reviewing options to fund out-of-state faculty activities at Virginia pay rates.
 7. The chair said Kristen Gregory of the Chesapeake Batten Center for Teaching Excellence has left the college.
 8. The chair provided an overview of President Edna Baehre-Kolovani's remarks at the December College Senate meeting.

III. *Old Business:*

- A. **Financial Aid Course (FACA) Updates:** The chair reviewed Provost Michael Summers's preliminary analysis of the calling campaign aimed to improve student retention. Initial findings indicate that telephone calls were a more responsive communication than e-mails. A text messaging system will be explored as an alternate option.
- B. **Faculty Leads Pilot:** Senators discussed the importance of faculty buy-in for Guided Pathways via the Faculty Leads Pilot and inquired into possible concerns raised by the implementation of Guided Pathways, specifically students enrolled at the college not for a degree program or certificate.
- C. **Full-time Organizational Chart:** The chair shared with Senators an organizational chart of the college administration and noted the elimination of positions in several areas, including the library. The chair said President Kolovani assured faculty that they were safe from layoffs for now. An updated, thorough chart is anticipated soon.
- D. **Enrollment and recruitment efforts:** The chair detailed an effort to encourage faculty visits to local high schools to recruit potential TCC students.

IV. *New Business:*

- A. **Faculty Withdrawal Form Updates:** The chair shared the drafts of updated forms for Faculty Withdrawal, Petition for Late Withdrawal, and Petition for Incomplete Grade and stressed the need of faculty to track student attendance especially if a student has not gone to classes for three weeks. Faculty must follow all federal guidelines on student attendance especially regarding its "three-week rule." The chair also described efforts to mandate stricter policies for incompletes.
- B. **Textbook Adoption Policy:** Senators reviewed and discussed the most recent draft of the faculty-driven Textbook Adoption Policy. The policy, based on the Section 23-4.3:1 of the Virginia State code, emphasizes textbook policies that encourage faculty to select textbooks based "upon quality of instruction, academic freedom of faculty members and cost of textbooks." The chair emphasized the draft should be considered as a philosophy for textbook acquisition rather than as a rigid policy.
- C. **Dean's Measurable Outcomes:** Senators discussed the measurable outcomes of deans and whether to support a resolution that faculty need to know these measurable outcomes. Senators concluded that the issue will be best addressed by the full College Senate.
- D. **Digital Upgrades Advocacy:** Senators discussed whether digital upgrades are needed on campus.
- E. **Professional Development Funds:** The chair emphasized the importance of faculty using the ample professional development funds available.
- F. **New Faculty Academy:** Senators discussed whether the Senate should review the policies of the New Faculty Academy, an effort to improve the teaching skills of incoming TCC faculty members. Some senators felt the New Faculty Academy forced new instructors to deal with material that should be dealt with only after they become senior faculty. Others questioned why the academy should be three years long.

V. Items from the Floor

- A. Blackboard Contract:** Senators discussed the VCCS exploring various learning management system options. Senators expressed concern about faculty losing course material in online classes and Blackboard components if the VCCS selects a different learning management system than Blackboard.

VI. Next College Senate Meeting – **Thursday, February 2.** Meet and greet at 1:30 p.m., meeting at 2:00 p.m. – Portsmouth campus, Student Center 124.

VII. Next VB Senate Meeting – **Tuesday, February 23 at 12:30 p.m. in K-322.**

VIII. Close: *The meeting closed at 2:26 p.m.*

Respectfully submitted,

Wayne Grimsley
Secretary, Virginia Beach Campus Faculty Senate