



## College Faculty Senate Meeting Minutes

**Date & Time: Thursday, March 4th @ 2pm**

**Location: Online via Zoom meeting**

### **Attendance:**

**Sarah DiCalogero (Chair) and Elizabeth Briggs (Secretary) are both present.**

**Chesapeake - Elizabeth Briggs, David Ring, Jennifer Hopkins**

**Norfolk - Jeffrey Acosta, Julia Arnold, Judy Gill**

**Portsmouth - Tiffanye Sledge, Geraldine Woodberry-Wright, Katrina Dash, Kimberly Lee**

**Virginia Beach - John Gallo, Melanie Basinger, Maureen Cahill, Tom Williams, Laurie Lawson, Angela Bell, John Krenzke**

**Librarian Representative - Absent**

**Counseling - Rhonda Goudy**

**Ex Officio – Stacey Deputy**

**Other Attendance: Lisa Whitaker, Deborah Edson, Mary MacDougal, Staci Forgey, Ian Springer-Woods, Frank Hendrick, Don Fisher, Sylvia Ross, Matt Gorris, Alan Holck, Michele Marits, Judy McMillan, Marc Wingett, Meredith Pollard, Ivory Warren, Laura Sanders, Shannon Ponack, Jen Dozier, Michael Mitchell, Leona McGowan, Kim Perez, Amy Shay, Peney Williams, Evgenia Harrison, Elizabeth Harris, Deborah Brown, Richard Gill, Beth Callahan, Siobhan Harris**

### **Agenda**

**I. Call to Order 2:00 PM**

**II. Guest Speaker: Dr. Marcia Conston**

Questions Regarding Schedule - Dr. Woodhouse stressed that Deans have been tasked with having conversations with faculty to help make the decision regarding scaling up face to face classes. Labs and courses that require more hands on learning are prioritized. A college wide communication will be coming out.

Questions about Friday classes: The goal is to improve efficiency, try to examine where it could work and make the attempt.

Questions about adding an A to STEM to make STEAM - Response is that we should engage in future conversations and looking forward to that.

**III. Review and Approval of February 4th minutes - Minutes approved**

**IV. Campus Motions - None**

**V. Chair Report – Sarah DiCalogero**  
**Collegewide Faculty Senate Chair Report**

Motion Update from February:

The Senate moves that those who earn the Outstanding Faculty of the Year, Special Achievement Award, and the Outstanding Adjunct Faculty of the Year Award have the option to use the award money for professional development or to request a cash payment with the understanding that taxes and other required deductions would apply.

Overall the motion has support with the executive committee (President’s Council). Discussion is ongoing concerning the use of professional development dollars to pay for these Awards.

PC Updates

Workforce - Tamara S. Williams (Interim VP for Workforce)

Tesla (Energy) is COMING!

New Director of Public Safety - Mike Powell

Campus Safety & Compliance Committee

Security Cameras Implementation Committee

Purpose: to review and discuss the video surveillance needs assessment and make recommendations for the type and placement of newly funded security cameras in consultation with a design team. Members of the committee will identify priority areas/campuses, establish an implementation timeline for the cameras, and determine the most appropriate location for the dispatch center. Faculty volunteers are needed.

Book scholarships will be available for REV students for summer courses. The students will request funds through the Campus Dean’s office. They will be able to request funds electronically and the funds will be put on their ID (storm?) card which may be used at the bookstore.

Tornado Drill is Tuesday, March 16th.

Diversity Climate Survey is coming for faculty, staff and students (Beth Lunde).

[Diversity Climate Survey](#)

“Faculty to Faculty”. Tuesday, March 23rd @ 12:30 via Zoom (same link and password as the Faculty Senate Meetings). The Senate will hold monthly lunch and chat meetings during the Tuesday Activity Hour (12:30-1:30). Come and share what is working in your classes (and life if you want :-).

Faculty Senate Meetings are not recorded. Attendees and guests do not have permission to record the meetings.

Minutes will be posted to the Faculty Senate page on the TCC website once they are approved. Additionally, the waiting room is now being used - please fully identify yourself when joining the senate meeting by using your first and last name when you sign in.

Meeting Schedule for 2020-2021

March 4, 2020 - 2 pm Virginia Beach Campus

April 1, 2020 - 2 pm Chesapeake Campus

May 6, 2021 - 2 pm Norfolk Campus

**VI.** Treasurer Report – David Ring

**VII.** Secretary Report - Elizabeth Briggs

**VIII.** Campus Reports

**Chesapeake Campus**

<b>Meeting Date:</b>	February 23rd
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<b>Attendance:</b>	Campus Senators: Elizabeth Briggs, Jennifer Hopkins, Matthew Gorris, Andrea Tomlin, David Ring Guests: Travis Umstot, Sean LaCroix, Mary MacDougall, Tiffany Stover, David Kiracoffe, Beth Callahan, Michael Blankenship, Yuki Roquemore
<b>Motions:</b>	None
<b>Update:</b>	Concerns regarding PACE assignments were discussed. Consensus is that the QEP needs to be revised based on what we have learned and the lack of resources devoted to it. Discussed issues with scheduling procedures, especially in cross campus disciplines is problematic and inequitable. Concerns about how decisions are being made in balancing sections between campuses and the treatment of adjunct faculty.

### Norfolk Campus

<b>Meeting Date:</b>	Scheduled for 3/16/21
<b>Attendance:</b>	N/A
<b>Motions:</b>	No updates at this time.
<b>Update:</b>	No updates at this time. There was faculty concern that students will be permitted to carry cards from Disability Services and be exempt from wearing masks. At other colleges (ODU) if students are unable to wear masks they are asked to attend classes via Zoom.  Beth Callahan - Only one student has been approved. Standards are high, requests are only approved by Beth. It has to be a situation that the class is only taught face to face, and communication with the Dean and Faculty member will happen prior to class.

### Virginia Beach Chair Report

<b>Meeting Date:</b>	February 25, 2021
<b>Attendance:</b>	<i>Present:</i> Dania Sinibaldi, John Krenzke, John Gallo, Maureen Cahill, Melanie Basinger, Sam Duncan, Jared Oliverio, Kimberly Jones, Laurie Lawson, Chris Cartwright, Wendy Buie, Amy Shay. <i>Absent:</i> Tom Williams, Cheryl Nabati
<b>Motions:</b>	None
<b>Update:</b>	

- Designated senator position is still open
- Those transitioning off of the senate should begin soliciting a replacement (and run an election via email if necessary) within their pathway/discipline
- VB Senate Bylaws should be shared to both the TCC website and also the College Senate Canvas site
- The Canvas course invitations for the College Senate site are not yet visible
- Class size should be equitable across a course in a discipline regardless of location

**The January VB senate meeting was cancelled due to snow so some of the below issues on the February VB Senate Agenda may have been addressed**

**Faculty Q&A:**

- *Are we going to be remote in Summer?* I unofficially heard 25% FTF in Summer and 50% FTF in Fall. It was not in writing. Dr. Conston confirmed this via her email sent out at 2:26pm on March 3<sup>rd</sup>.
- *When we do return to campus, what protective procedures will be in place? Which faculty are to return and how is that determined?*
- *How will students successfully attend classes if they have both a FTF and an online class that are ten minutes apart?*
- *Are there going to be any faculty layoffs this spring?* No.
- *Why is TCC enrollment still below other Virginia Community Colleges?*
- *When will faculty get the vaccine?* We are in group 1C. Dates are unknown.
- *Are there any early retirement incentives, like paid health for 3 yrs?* Contact Beth Lunde in HR or Dr. Woodhouse to make this request.
- *Only base pay (exclusive of release time) counts towards retirement, why?*
- *The 10-week summer schedule is 11 weeks long; is it because of July 4<sup>th</sup> and Memorial Day both being celebrated on a Monday or is this an error?*

**Other Issues Not Discussed:**

- *The bookstore did not have texts for some classes until 3 weeks AFTER the semester had started.*
- *Princess Anne Building is locked during the day and faculty are unable to access the mailroom. A call to security to unlock the doors took 30 minutes.*

**Portsmouth Chair Report**

<b>Meeting Date:</b>	<b>February 26, 2021</b>
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<b>Attendance:</b>	Tiffanye Sledge, Geraldine Woodbery-Wright, Katrina Dash, Derek Laws, Elizabeth Harris, Stacey Forgey, Harris S., Katina Harris-Carter, Laura Macintyre, Carmelita Williams, Kimberly Lee, Rebecca Vonderhaar and Missy Comer
<b>Motions:</b>	None
<b>Update:</b>	<p>FSV – TCC rep not receiving notifications of meetings, concerns will be addressed with CFS president discussed inconsistencies between policies and procedures between pathways. This is particularly bothersome when faculty teach in more than one pathway.</p> <p>library closed during spring break; Increase in student use this semester</p> <p>No standardized process across the college for contacting students that classes will be canceled</p> <p>Revisited the request to reconsider back-out dates - even if it is as we press through the pandemic given the financial impact</p> <p>several cases discussed where general education courses were allowed to run at one particular campus with low enrollment but canceled at another campus with the same or higher enrollment</p> <p>collapsing of courses and overriding classes without faculty notification discussed</p> <p>Requirement that course syllabi be sent to Deans prior to the start of the term (rather than within the first week as was the norm before) results in faculty spending several hours prepping courses that may not make</p> <p>Mini-mesters – need some way to evaluate student readiness and student credit load prior to enrollment</p> <p>Changes in Semester Length and Fall 2021 Return to Instruction/Campus (beyond concerns from CFS)</p> <p>discussed continued need for 16 week courses due to some of our contractual obligations</p> <p>students will be confused when registering because of all of the changes changes in lengths, changes in how we label classes...</p> <p>Fall 50% return plan- Sciences will keep lectures online, but offer labs live following social distancing policies</p> <p>need clarity on the 50% return</p> <p>Where are we with identifying duplicate PACE assignments in programs and fixing this?</p> <p>Suggestion to reduce the aggressive demands of the proposed Adjunct Review process - work product instead or or at last as an option for content evaluation</p> <p>Accelerated Degree Programs</p> <ul style="list-style-type: none"> <li>o New Accelerated degree in social sciences cohort enrolling Fall 2021</li> <li>o Believe one is in development for cybersecurity</li> <li>o discussed enrollment issues if cohort does not make and faculty needs course to make their full-time load</li> </ul> <p>Elizabeth visited out meeting to a walkthrough of the CFS Shell</p> <ul style="list-style-type: none"> <li>o Please see CFS Canvas shell for links to PD and other pertinent forms</li> </ul> <p>Membership and elections</p> <ul style="list-style-type: none"> <li>o Call for nominations will go out this month and elections will be held in April</li> </ul> <p>PFS Social Hour - will host in April to correlate to Administrative Assistance Day</p> <p>Offline concerns:</p> <p>HUGE inequities in DE seat time and other requirements between school systems (affects Portsmouth because we get both Portsmouth and a few Chesapeake students). In addition, because of the difference in their policies and our instructional times, it sets up wrong expectations for students (time demands/requirements for success)</p>

	TNCC has a vaccination clinic set up for their faculty on Saturday; why has TCC not been able to secure something?
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**IX. Committee and Representative Reports**

- A. Academic Council - No updates
- B. Adjunct Committee – Elizabeth Harris/Jeff Acosta - No updates
- C. Faculty Development and Evaluation Plan
- D. Professional Development – Lydia Leporte
  - Total Committed for Use: \$41,539.30 (18% of available funds)
  - Remaining Balance: \$193,460.70
  - Total Funds committed to Full-Time Faculty \$27,338.80
  - Total Funds committed to Adjunct Faculty \$14,200.50

**Proposal to Create Committee to clean up the procedures for requesting professional development funds for different purposes.**

**E. CFAC – Stacey Deputy**

March 2021 CFAC Report

Submitted by: Stacey Deputy

The Academic and Student Affairs Committee (ASAC) is a VCCS governance committee that makes recommendations for system wide academic concerns to the Chancellor. ASAC has a standing subcommittee for Faculty Issues. CFAC has requested that the Faculty Issues subcommittee bring the following two items to the March 2021 ASAC meeting for consideration:

Recommendation 1. Previous efforts to have nationally accredited degrees accepted for faculty promotion have not passed. In an effort to compromise CFAC is recommending a change in wording to VCCS Policy 3.2.3 (e) which currently reads:

If the highest degree is from a non-regionally accredited institution outside the United States, evidence must be presented showing that the faculty member has appropriate academic preparation and that the degree requirements are consistent with the academic rigor required of a regionally accredited institution.

CFAC recommends that two words be added to this policy to read: "If the highest degree is from a non-regionally accredited institution within or outside the United States. . . ."

This recommended change in policy would have a number of advantages:

1. It satisfies those ASAC members who justifiably argue that not all nationally accredited universities meet high standards. Deans/college leadership will decide on a case-by-case basis whether the rigor of the program justifies promotion. That is not possible under current policy that requires such decisions only when the degree is from outside the United States.
2. The VCCS avoids the impression that it establishes higher standards for promotion than DOE that recognizes the legitimacy of regional and national accredited universities.

3. It provides those faculty members who have already earned degrees from nationally accredited universities the opportunity to receive promotions if their college leadership approves of the academic rigor of their programs.  
NOTE: VCCS Policy 3.2.3 (e) applies to "initial appointment, promotion, or recognition." CFAC's recommendation is for a change in promotion policy only but has no objection if ASAC, for consistency, also applies it to initial appointments.

Recommendation 2: CFAC recommends a change in VCCS Policy 3.5.0. 1-5 in the direct care clinical instruction workload policy. The rationale is outlined in the addendum to the white paper discussed at our ASAC Faculty Issues Committee for the past two years. (attached)

[Nova Faculty Clinical Workload Policy - Addendum to White Paper](#)

- F. FSVA – Geraldine Wright - No current updates
  - G. PAPC – Maureen Cahill/Sarah DiCalogero - Movement to have committees submit a mid-year report. Kim Bovee will be creating a presentation to help administrators understand governance and how it should work.
  - H. Adjunct Growth and Development Committee - Jeff Acosta/Jennifer Hopkins/Judy Gill
  - I. Rewards and Recognition & Awards-Maureen Cahill - Getting started, will be sending something out soon.
  - J. Communication Plan Committee - Elizabeth Briggs  
Link to self-enroll in Canvas shell: <https://learn.vccs.edu/enroll/BP8JD3>
  - K. ITAC - Information Technology Advisory Committee - Sarah DiCalogero No update
  - L. Enrollment Committee - Peter Shaw not present, not updates
- X.** Initiative Updates - None
- XI.** Old Business - None
- XII.** New Business
- A. Items for the Board - Board meeting Tuesday, March 9 @ 4:30 pm via Zoom
  - B. Sarah is working on Student Self Assessment to provide guidance on whether or not they will be a good fit for a compressed session.
  - C. Election nominations will open at the April meeting and remain open until the May meeting. Both old and new members of the Faculty Senate need to attend the May meeting.
  - D. Other items – Motions from the floor, etc.

Meeting adjourned at 4:57 PM.