

**Attending:** Elynn Hodgis (VB) (**College Senate Chair**), Kelly Gillerlain (C), Sean LaCroix (C), Judy Gill (N) (**Senate Chair**), Dick Gill (N), Jim Holden (N), Karl Moore (N) (Adjunct Representative), Lorenz Drake (P), Harlan Krepcik (P), Nancy Prather-Johnson (P), Monica McFerrin (VB) (**Senate Chair**), Mike Adams (VB), Frank Futyma (VB), Tom Geary (VB), Anne Mach (VB), Bill McNamara (VB), Jim Roberts (VB), Elizabeth Vihnanek (VB) Library, Allison Harwell (**Counseling**).

**Non-attending:** David Kiracofe (C) (**Senate Chair**), Kevin Brady (C), Carolyn Satz (C), Sylvia Ross (N), Tom Siegmund (P) (**Senate Chair**), Rita Bouchard (P), Emily Wilson (P), Kathy Buhner (VB), Mark Greer (VB), Gary Noah (VB), Ruth Shumate (**Library**),

**Guests:** Emily Wilson (P), Michael Tarpey (N)

**I. Call to Order at 2:01 PM**

**A. Introduction of Senators**

**II. Approval of Minutes of March 5, 2015 at 2:05 PM**

**A. Motion: To approve the minutes. - Motion passed.**

**III. Reports of Senate Officers**

**A. Faculty Senate Chair Report**

1. There is a new campaign ahead to change/update the TCC commercials
2. SharePoint is being developed to replace the Inside TCC access
  - a. There would be three levels of access; College, Divisional, and Private (individual projects)
3. To develop Career Centers on all campuses; expanding on the Virginia Beach model to Chesapeake, Norfolk, and Portsmouth
4. The next Administrative Planning Date is Monday, June 8<sup>th</sup> all day.
5. The NEW travel program is fully in place.
  - a. To be used exclusively for travel and conferences
  - b. It is NOT currently to be used for Memberships or Tuition.

**A. Secretary, Mike Adams**

1. No Report

**B. Treasurer, Judy Gill**

1. Current balance of \$5,000.00.

**IV. Faculty Senate Vice Chair Reports:**

**A. Chesapeake Campus, David Kiracofe (via email)**

1. The Chesapeake campus faculty senate met on March 17, 2015. Among the topics discussed were a change to our by-laws to reflect the planned LMS division split into Humanities and Social Sciences and Science, Technology Engineering and Mathematics. We finalized the organization of our elections on the new basis; the results of the election are as follows: Rianna Amolsch of the English faculty won an open seat for the Humanities and Social Science division; David French and Jeannie Taylor, both of the Math faculty, won the two open seats for STEM; David Alger won the open seat for BPST; and Vincent Gary won re-election as our adjunct senator. They join the returning senators Kevin Brady, Estelle Bussey, Kelly Gillerlain, Bobby Rowe, Sr., and Joy Yaeger.
2. Our two dean searches continue. The final candidates for the Humanities and Social Science position have completed the interview process including campus visits so we await the final selection. Because of complications of scheduling, it appears the STEM dean search will not reach the on-campus interview stage until May.

3. And finally, we have set the arrangements for Dr. Daniel DeMarte to meet with the campus faculty on April 20.

#### **B. Norfolk Campus, Judy Gill**

1. The Norfolk campus meeting in the Dialogue with Dr. DeMarte is scheduled for April 14<sup>th</sup> from 4:00 – 5:00 PM.
2. The faculty senate is selling raffle tickets for the Thomas Moss Scholar award
3. The question was raised in regards to hiring practices of adjunct; it appears to the Norfolk experience of being time consuming and burdensome. Is this being experienced elsewhere; is anyone aware of HR requirements IRT adjunct hiring?
4. The Norfolk Senate was approached in concern to Full-time faculty losing on-line classes “due to low success rate.” Recommended this be addressed during the dialogue with Dr. DeMarte.
5. Is there a policy for faculty (full-time or adjunct) on notification of cancelled classes, particularly on-line classes? Is there any provision for on-line students in (i.e.) a Norfolk course being offered enrollment in a Portsmouth course. This would compound the students’ access to the instructor (office hour’s access) or lab usage.

#### **C. Portsmouth, Campus, Nancy Prather-Johnson**

1. The next campus senate meeting is scheduled for Friday, April 17<sup>th</sup>.
2. There are currently 4 vacancies in the Portsmouth Campus Senate; 1 opening in the Beasley School of Nursing and 3 in the Math, Sciences, and Languages
3. The Portsmouth campus Dialogue with Dr. DeMarte is scheduled for April 24<sup>th</sup>.
4. The senate is in the process of launching their campus climate survey, with a goal of completion in April.

#### **D. Virginia Beach Campus, Monica McFerrin**

1. Virginia Beach has completed elections and have new senators in Elizabeth Vihnanek and Tom Hilton. Nominations for officers have begun and elections will be completed in the scheduled April meeting
2. There is question as to a college policy in regards to students being removed from class as being disruptive. Recent occurrences do not seem to provide for a safe environment for faculty and students.
3. The Virginia Beach campus Dialogue with Dr. DeMarte is scheduled for April 18<sup>th</sup>.
4. The senate is interested in developing a stronger relationship between the counselling staff and faculty
5. With the recent announcement in reference to the change/update to the syllabus template, there needs to be standardization in ALL syllabus templates. The generic master was changed, but the syllabus templates in INCURR for individual courses are not updated. This provides confusion for new and adjunct faculty.

### ***V. Reports of Faculty Senate Committees***

#### **A. Adjunct Committee-Mike Adams**

1. No report

#### **B. Awards Committee-Mike Adams**

1. The one nomination received has been forwarded.

### ***VI. Reports from Other Committees, Groups, or Individuals***

#### **1. FSVA-Frank Futyma**

1. No report – next meeting is scheduled for April 25<sup>th</sup>

#### **2. PAPC-Kelly Gillerlain**

1. No report – next meeting scheduled for April 10<sup>th</sup>

#### **3. CFAC-Gary Noah**

1. No report – Gary is at the current meeting in progress
2. VCCS has approved the 2 semester contract for the adjunct; TCC breakdown is to be determined.

#### **4. VCCS Professional Development Committee-Tom Geary**

1. The Professional Development Committee met on Tuesday, March 31 in Roanoke, VA prior to the start of the VCCS New Horizons Conference.
2. The receptions this year were covered by Follett. Usually these receptions cost \$20,000.

3. The Office of Professional Development has restructured the curriculum for the leadership academies for staff, faculty, and administrators. A lot of mentorship from senior leadership is now going to be available at the faculty and administrator leadership academies. A call for those interested in the staff leadership academy will be sent soon. One representative per campus is needed.
4. The World Languages and FLAVA Peer Group had 797 attendees, and the Office of Professional Development wants to encourage coupling with professional organizations in the future to mimic their success. The English and ESL Peer Group Conference was light in representation.
5. Peer Groups may be moving to a college host model. This means faculty would need to have a direct impact on the academic conferences with content, scheduling, and other hosting duties. With this move occurring, it is likely that Peer Group conferences will occur Friday through Saturday afternoon rather than Thursday through Friday afternoon.
6. Peer Group Conference lunches should move to a model of a “working lunch” to maximize conference time.
7. The Office of Professional Development wants to encourage more professional, branded, and consistent webinars. This has been an invisible spot for the system office, and they want to know what is working well across the state.
8. The Adjunct Faculty Development Task Force passed a motion through ASAC and COD and will be under the leadership of Chris Lee.
9. The Chancellor’s goals for the Office of Professional Development were met and exceeded in 2014-2015. One of the major accomplishments is the addition of 3 new peer groups (History, Communication/Performing Arts/Theater, and OERs).
10. The number of grants accepted is down in the summer 2014 and fall 2014 semesters. Out of 24 applicants, 7 professional development grants and 2 mini-grants were awarded in the fall 2014. A major lesson learned should be to prepare for grants by focusing on student benefits and not personal growth and gain. The Chancellor’s vision is to link proposals to outcomes for students and what is happening in the classroom.
11. Additional training may be needed for grant applications, particularly via webinars.
12. The Office of Professional Development views Paul Lee grants as a preparatory building ground for national-level grants.
13. There was an increase in the number of candidates for fellowships but not professorships.
14. The Northern Regional Center for Teaching Excellence runs an excellent professional development blog at <http://blogs.nvcc.edu/teachingexcellence/> - it offers webinars and online professional development statewide.
15. Inquiry has been delivered to all campuses across the state. Its new digital version can be found at <http://commons.vccs.edu/inquiry> and its design is much improved.
16. Inquiry’s 2015 topics include STEM research, oral competencies, physical expression as a teaching tool, and partnerships in the VCCS. Inquiry is considering special editions in the near future.

## **5. Ad-Hoc FDEP Revision-Judy Gill**

1. Results of the completed survey were presented by Jim Roberts
  - a. To be distributed to the full-time faculty
  - b. The Chesapeake campus reported that they were discouraged with the “leading questions.”
2. Next meeting scheduled for Tuesday, April 14<sup>th</sup> to gather proposed edits to the FDEP
  - a. Anticipate to implement “best practices” inputs received through liaison with the CFAC Chair from NOVA as well as the Piedmont CFAC representative

- b. Edits to be distributed to the college full-time faculty as soon as they are approved by the College Senate

## 6. Best Practices Committee (VCCS)

1. Purpose of the FDEP was to prepare the VCCS for the “greying” of the faculty and to prepare new faculty for effective development
2. Committee leadership consisted of several senior faculty members (many with CFAC experience), two deans, the VCCS Vice Chancellor for HR and the Vice Chancellor for Academics, and the current Chair of the CFAC
3. The checklist used at the VCCS level for approval/denial of the plans was requested of the TCC representative and provided by the administration to be used as a tool for discussion at the meeting
4. A Best Practices document was drafted as a result of this meeting with the goal of a working collegial relationship between the faculty and the deans
  - a. The comment has been that the deans have not been properly indoctrinated/trained in the FDEP
5. At New Horizons Ty Corbin (Student Services Dean/administrator representative) was in favor of the “does not meet expectations” and supports “mastery” by the faculty and that is how the Deans were trained in this manner
6. The ad-hoc committee is in motion to submit changes to the TCC plan
7. Dr. Baehre-Kolovani has stated that she will support the faculty if we follow our plans protocols.
8. Jim Roberts reported on the members-at-large survey responses
9. Due to time restrictions on the ongoing ad-hoc committee’s progress, a special College Faculty Senate meeting is to be held. A motion was presented:

### **MOTION:**

**A special College Faculty Senate meeting is to be held between now and the May 2015 meeting, with the site and time to be determined.**

**Motion passed unanimously.**

## 7. Reward and Recognition-Ellyn Hodgis

1. No report

## VII. *Unfinished Business:*

### A. Textbook Policy

1. Due to conflicting requirements, the textbook committee is patiently awaiting the completion of the ad-hoc committee.

### A. Batten Lab Access

1. Tabled until next meeting

## VIII. *New Business*

### A. Nominations: Opened for the 2015-2016 senate term:

1. **Chair:** Monica McFerrin and Jim Roberts
2. **Treasurer:** Monica McFerrin
3. **Secretary:** Mike Adams and Judy Gill
4. **CFAC representative:** Jim Holden and Ellyn Hodgis
5. Nominations remain open until the May 7<sup>th</sup> meeting

### B. New Horizons:

1. See the Professional Development report (they are combined)

### C. Learning Institute

1. It is moving towards a full two day event
2. The guest speaker is yet to be determined
3. Rewards and Recognition recipients to be honored at the Breakfast Tuesday morning

4. Call for proposals has been released

**IX. Next College Senate Meeting – May 7, 2015.** Meet and greet at 1:30pm, **meeting at 2:00 PM – Virginia Beach Campus, Student Center K304.**

**X. Close** meeting closed at 4:08 PM

Respectfully submitted,



**Michael B. Adams**  
**Secretary, College Faculty Senate**