

Senators Present: Stacey Deputy, Judy Gill, Sarah DiCalogero, Maureen Cahill, Sean LaCroix, Robyn Browder, Tom Williams, Sharon Waters, Tom Siegmund, Ruth Shumate, Elizabeth Briggs (for David Ring), Joe Joyner (for Libby Watts), Matthew Gorris (for David Kiracofe), Katrina Dash, Siabhon Harris

Guests: Ted Tyler, Harlan Krepcik, Lorenz Drake, Cynthis Wells

- I.** Call to Order 2:05pm
- II.** Campus Motions* (See Appendix)
- III.** Review and Approval of Minutes – Minutes approved unanimously
- IV.** Chair Report – Stacey Deputy –See Appendix
- V.** Secretary Report – Judy Gill – please sign in
- VI.** Treasurer Report – Tom Siegmund – no report
- VII.** Campus Reports – Campus Chairs –See Appendix
- VIII.** Committee and Representative Reports
 - A.** Adjunct Committee –Elizabeth Harris/Joe DeLong – will need a new representative for next year
 - B.** Faculty Development and Evaluation Plan – Tom Siegmund – no report, work continues getting Reward and Recognition separated
 - C.** Professional Development – Joe Joyner – 58%, \$135,000 has been rewarded to date. Over three academic years we have returned unawarded funds. We may want to consider allowing faculty to spend additional funds once they have reached the maximum.
 - D.** CFAC – Ellyn Hodgis – no report, but position will need to be filled for next year.
 - E.** FSVA – Sean LaCroix – met end of March, minutes will be distributed when received
 - F.** PAPC – Ruth Shumate – will meet tomorrow 4/5
 - G.** Rewards and Recognition & Awards-Sarah DiCalogero – meeting 4/12. Spreadsheets with 45 eligible for reward and 31 eligible for award. \$30,000 for reward, \$15,000 for recognition.
 - H.** Parliamentary Rules Committee-Tom Siegmund -
 - I.** Ad Astra-Deborah Edson
- IX.** Initiative Updates
 - A.** Academic Reorganization
 1. Academic Council – recoding for budgets discussed. Subcommittees are reporting out for final time at next meeting. New items will be introduced.
- X.** Old Business
 - A.** Proposed Special Rules of Order-Parliamentary procedure for faculty senate meetings
 - B.** Faculty Development and Evaluation Plan (FDEP)-Proposal to separate Reward and Recognition and New Faculty Academy from the FDEP. – no new items
- XI.** New Business



Vote on Special Rules
Results.docx

A. Nominations of officers and representatives for 2019-2020

1. David Ring – Chair
2. Sarah DiCalogero – Chair
3. Elizabeth Briggs – Secretary
4. Tom Siegmund – Treasurer
5. Stacey Deputy – CFAC rep
6. Sarah DiCalogero – FSVA rep
7. Ruth Shumate - PAPC

B. Faculty salary equity/2019 pay raise discussion: !

Motion: The Faculty Senate moves that we petition the college president, CFAC, the Chancellor, and the State Board for the VCCS to ask that the VCCS fund an additional 2% for all faculty (administrative, teaching, and professional) to ensure a pay raise that is equitable to the one being received by the classified staff. !

12 in favor, 0 opposed, 1 abstention – motion carries

Amended to add local state board. Passed unanimously

C. **Motion: The Faculty Senate moves that the result of the faculty pay equity study currently being conducted by the VCCS be shared with TCC Faculty Senate and other affected stakeholders.**

13 in favor, 0 opposed, 0 abstention – motion carries

XII. Items for the Board

XIII. Other items – Motions from the floor, etc. –

XIV. Close – Meeting adjourned 4:40 pm !

Next meeting May 2, 2019 in Virginia Beach (Room TBA) !

Appendix

Motions

Chesapeake Campus

Chesapeake Campus Faculty Senate moves that faculty evaluation and supervision be moved from a pathway-based responsibility to campus-based responsibility. 4 in favor, 6 opposed, 4 abstentions – motion does not carry

NOVA faculty requested that they be evaluated by a dean on campus as part of a similar reorganization. This request was honored and serves as precedent.

Norfolk Campus

Will discuss during agenda

Virginia Beach Campus

The Senate moves that the VCCS phased retirement plan be an option for TCC faculty.

The VCCS allows faculty to retire incrementally. Other colleges have adopted the plan. 14 in favor, 0 opposed, 1 abstention. – motion carries

Collegewide Faculty Senate Chair Report

A. President's Cabinet (PC) Meeting, March 21, 2019

- There was a debrief of the MacArthur Mall Shooting Incident on February 14, 2019. A new app that students/staff/faculty can use to report incidents will be coming in Fall of 2019. The college is going to one phone number for security, with a security central communications office beginning in Summer of 2019. Changes will be made in TCC alerts (system is currently opt-in and will become opt-out). Access controls for entry doors of buildings are coming. Look for more information in the next President's newsletter.
- Local fund budgets were reviewed and will be presented to the TCC board.
- HR Policy 3103 Emeritus appointments. Ms. Lunde received a request that faculty in columns 3 and 5 of the VCCS 29 form be eligible for emeritus status as Instructors. The PC recommended that at least one promotion in rank occur for eligibility. Ms. Lunde will gather feedback from the emeritus committee this year.
- Enrollment. The Admissions Taskforce:
 - The Admissions Taskforce, consisting of Marian Anderfuren, Curt Wynn, and the campus Provosts, is looking at our student onboarding process to identify ways it can be streamlined. They met with Justin Cristello, Financial Aid Director, and determined that paying tuition (and how it will be paid) happens late in the enrollment process. They want to move that up in the process. They are looking at historical data to determine if there is a point at which it makes sense to apply a hold to students who haven't completed the financial aid process. This is to avoid the common scenario where students enroll, only to be dropped because their financial aid paperwork is incomplete. Then they re-enroll and get dropped again.
 - There are some common pitfalls in the VCCS application for admission. We can't change the application ourselves. Curt Wynn is creating an orientation page/video that will pop up before students fill out the application, alerting them to some areas where mistakes are commonly made.
 - Surge staffing during peak enrollment times. Considering the feasibility of deploying some district office staff to the campuses to help during peak enrollment times.
 - Hiring four new advisors who will not be campus based, so that they can be flexible and provide extra support on demand. They will have virtual and campus responsibilities and will work with the prospect team.
- Assessment, Planning, Pathways Update
 - Beginning to gather documents for the upcoming five year accreditation review.
 - SACSCOC requires that colleges set goals, evaluate them, and publish them. New updates now also require the college to identify thresholds of acceptability for performance. Falling beneath the threshold requires analysis and creating a plan to catch up.
 - SACSCOC student outcomes for educational programs. Our planning for transfer degrees has historically been weak. Many Pathway Deans coming onboard have never done this work and will require training.
 - SCHEV requirements for Transfer Virginia are to reduce wasted credits and improve time to transfer. The general education competencies are changing and Jennifer Ferguson is working with the General Education committee and the Instruction committee to develop a plan.
 - Performance Based Metrics. 20% of our funding will come from PBM in 2020. Beginning in Fall of 2019 OIE will present PBM data by Pathway.
 - An Assessment Team will be created to include everyone doing assessment (PACE, OIE, General Education, and Specialized Accreditation). A comprehensive assessment calendar will be made for all areas, so that any overlap can be identified. Next step, OIE will meet with the Pathway teams (Deans, Provosts, and Faculty Leads) to review the calendar.
 - Pathway teams will develop 2-3 measurable goals per year, along with a plan for measuring them, a timeline, and a plan to use the results to inform the next year's goals.
- Policy 3201 Naming of College Facilities is being revised with new language on criteria, suggested monetary levels for naming of facilities, and permanency of names.

-The next PC meeting will occur the morning of the faculty senate meeting, April 4, 2019. An update will be provided by the chair in person.

-President's Town Hall-Highlights

-Enrollment FTE Fall 2018 -9.1%, Spring 2019-7.1%, Summer 2018 +2.7

-Advertising for Fall 2019 has begun on TV, radio, and digitally. Centralized recruiting team for high schools was created in 2018.

-Admissions Taskforce work (summarized in this report under the PC meeting of March 21, 2019)

-Budget: \$2.1M reserve created by cutting wage and operating expenses.

-Additional \$5M to the VCCS from the state. !

-If the state board agrees to participate, the state will give an additional \$8.1 M to the VCCS if there will ! be no tuition or fee increases this coming year. !

-Those two additions will cover 2/3 of the raises planned for this year: !

-Classified staff 2.75% increase + 2.25% merit increase (if eligible) July 1

-Wage staff 2% increase (no start date determined as of yet)

-Full time Faculty 3% increase July 1

-Adjunct Faculty 3% increase in Fall 2019

-No healthcare premium increase this year. In October there will be a "holiday" where state employees will not be charged healthcare premiums.

-Campaign Update. \$25.5M campaign over four phased years.

-Visual and Culinary Arts (Perry Center) \$14M, Skilled Trades Academy \$2M, Scholarships \$3M, Regional Automotive Center Expansion \$5.5M

-Pathways Update. Information posted to [Sharepoint](#) was reviewed, including the roles of Provost, Pathway ! Dean, and Discipline Dean. Faculty will be informed of their supervisor by April 30, 2019. !

-Advising and EAB Navigate. !

-Navigate goes live for students on April 1, 2019. Faculty training will begin at the learning institute.

-Four new advisors will be hired and be deployed to the campuses at high volume times.

-Pathways Assessment.

-Pathways will be assessed based on requirements from SACSCOC and SCHEV including academic program assessment, general education assessment, and student progression marker outcomes.

-An Assessment team is being created (as described in this report in PC meeting on March 21, 2019)

Chesapeake Chair Report

One motion was passed:

Chesapeake Campus Faculty Senate moves that faculty evaluation and supervision be moved from a pathway-based responsibility to campus-based responsibility.

Updates:

- Elections have been completed - the new faculty senate will take office at the April 30th campus meeting. David Ring has been nominated for College Wide Faculty Senate Chair.
- The president visited faculty and staff on March 18th on both the Chesapeake campus and the Regional Automotive Center. Key reports:
 - No cuts in personnel this year
 - Enrollment decline may be bottoming out (FTIC↑; Dual enroll↑, Return rate ↑)
 - Admissions task force is working to address enrollment issues
 - New president will begin in September 2019

- Possibility of moving IDS to a Chesapeake dean was discussed
- A need for and movement toward consistency in enrollment, advising, and other student services was discussed
- The town hall was held on March 27th
 - A brief outline of the academic reorganization was provided
 - Much detail on Pathways assessment was included
 - Unfortunately, presentations were long and there was little time for Q&A session
- Academic Council
 - Reassign time is being reconfigured. The provost plan for this design was to be presented to faculty senate executive committee on 3/29 but that meeting was postponed

Upcoming meetings and other dates

- Chesapeake campus 5k will be held Saturday April 27th, 8:00 am
- Next Chesapeake campus senate meeting - April 30th, 2019 12:30 pm; Room 4202
- Next college wide faculty senate meeting – May 2nd, 1:30, Virginia Beach campus (room TBD)
- TCC Board Meeting – Tuesday May 7th at 4:00 – Workforce Solutions Center

Upcoming notable implementation dates:

- i. ! Canvas Adoption – Canvas use will be mandatory in the summer of 2019. If you need material from. Blackboard becomes unavailable on May 20th.
- ii. ! Pathways Wave II – July 1, 2019
- iii. ! Faculty advising – Faculty Training will be the central theme for Learning institute – Summer 2019
- iv. ! New Gen. Ed Core. Competencies- Fall 2019
- v. ! EAB Navigate – now available - faculty can access EAB navigate data via the MyTCC portal. Training will follow at an undetermined time. Increasing use for scheduling and degree audit (predictions based on student needs) beginning in Fall 2019 and into Spring 2019. Full use – Spring 2020.
- vi. ! Pace assignments - Fall 2020
- vii. ! Adjunct faculty evaluation plan (still pending approval) implementation set for no earlier than 2020

Norfolk Chair Report

Discussed WAVA due on 3/31. Sarah trying to pursue room usage charts to post on classrooms. Faculty salary charts discussed as TCC salaries below the midpoint. Senate was planning to ask for a salary equity study but have heard that the VCCS is pursuing a salary study so would like to request the results.

Concern about TCC Picnic rsvp only allowing only 3 guests to picnic being discriminatory to large families.

Classified Staff getting a total 5% raise. Faculty would like to request to receive an equitable 5% raise to include a 2% merit increase.

Portsmouth Chair Report

Decided to withdraw motions from last month. Have come up with questions concerning the academic reorganization and direct enrollment plan in lieu of motion.

Optional retirement program – concern that optional retirement program is not getting gains expected. TIAA and Fidelity not performing well. Proposing that optional retirement members be allowed to select their program because of underperformance.

Virginia Beach Chair Report

The Senate moves that the VCCS phased retirement plan be an option for TCC faculty.

Dean Marilyn Hodge attended to share a number of resources available for students in need. She and others worked directly with the Virginia Beach Dept. of Human Services to provide same day housing, same day behavioral health assessment and screening, financial support, housing and other support services related to domestic violence, emergency mental or substance use services, and primary care for Virginia Beach resident students. Student's children can also be seen by the primary care clinic. They are hoping to add a lawyer to the available assistance.

Faculty salary equity was discussed.

Faculty want to know who classified people report to.

Senators for next year were named for several pathways.

A motion was made to have TCC offer phased retirement.

Glitches with Navigate were discussed. Students do not need to opt into Navigate. Some students in other schools opt out.

Who will report out about Faculty Advising going live? Single training in May will not be enough.

Adjunct Faculty Committee Report-from Elizabeth Harris

1. ! I heard from one adjunct who was asked to teach a class at the last minute this term and no text book was assigned to the course. (There still is no text book assigned to the course at the campus bookstore.) The adjunct wanted to know the guidelines for what to do when a text book is not used. I am recommending that "someone" at each campus ensure that a text book has been assigned at the campus bookstore for every course so that this does not happen to adjuncts who are asked to teach at the last minute in courses that do not use open resources. It is asking a great deal of an adjunct to completely create a course from scratch with no text book unless that is the preference of the adjunct. A lack of a text book results in a major time commitment for an adjunct who may be teaching only a single course and it is also a source of frustration for many students. Adjuncts are given a complete orientation in the fall, but not always in the spring term, particularly in the case of a last-minute hiring. A basic information sheet should be provided to all adjuncts who start in the spring semester that includes practical information such as procurement of textbooks and which individual to contact for different kinds of questions. Many adjuncts teach in the late afternoon or evening when college offices are closed and many full-time faculty are not on campus.
2. ! Another adjunct wants an information sheet of "Canvas for Dummies" with just a summary on it. (The college has actually provided a good deal of information both in sessions and on-line for everyone to access - but apparently some adjunct who teach only one or two classes are feeling overwhelmed by the upcoming changes.)