

Attending: Monica McFerrin (VB) (**College Senate Chair**); Bobby Rowe, Sr. (C); Jeannie Taylor (C); Judy Gill (N) (**Senate Chair**); Jim Holden (N); Thomas Siegmund (P) (**Senate Chair**); Lorenz Drake (P); Nancy Prather-Johnson (P); Harlan Krepcik (P); Jim Roberts (VB) (**Senate Chair**); Mike Adams (VB) (**College Senate Secretary**); Frank Futyma (VB); Mark Greer (VB); Ellyn Hodgins (VB); Anne Mach (VB); Kathy Buhner (VB); Gary Noah (VB); Allison Harwell (**Counseling**).

Non-attending: Rianna Amolsch (C) (**Senate Chair**); Phyllis Gowdy (N); Dianne Davis-Wagner (P); Ruth Shumate (**Library**).

Guests Present: Phyllis Milloy, VP Finance; Beth Lunde, HR; Curt Aasen, Institutional Effectiveness; Richard Gill (N).

- I. **Call to Order at 2:00 PM**
- II. **Introduction of Guests:**
- III. **Approval of Minutes of November 5, 2015** as amended at 2:05 PM
 - A. **Motion: To approve the minutes as amended. - Motion passed.**
 - B. **VP Milloy and Ms. Beth Lunde were introduced.(2:05 – 2:33 PM) Ms. Lunde presented the answer to the outstanding Norfolk Faculty Senate motion , which read:**

“The College Senate request data by year from Institutional Effectiveness on the number of newly created and eliminated positions that have been filled in the following categories: Administration; Full-time Faculty; Exempt Professional Staff; Classified Faculty”

Ms. Lunde, with the assistance of VP Milloy and Curt Aasen, provided the following in response to the FS Motion:

Currently, there are 16 counsellors college-wide with 1 more added the week of December 7th, and another to be added January 4th. There are an additional 7 academic advisors college-wide. There were 4 positions eliminated, and as of July 1, 2016, more will be eliminated

There are currently 16 unfilled teaching faculty positions open, and there are three restrictive 1-year teaching positions filled. There will be 8 faculty positions vacating in January and July 2016

In 2010, there were 65 new teaching positions. Of these, in 2011/2012, 24 positions were filled; 2012/2013 11 positions were filled; and in 2013/2014 six positions were filled

Of the teaching positions eliminated over the last five years, 4 open positions were abolished, and as of the most recent budget cuts, 34 faculty positions were removed through attrition, 6 of these were in a support role.

There have been the creation of positions for the Office of Institutional Advancement, CMVE, Student Affairs (four campuses), and the Joint Use Library (these were classified staff). The Student Affairs positions are funded through Student Activity Fees. The Office of eLearning has established a Dean and 3 faculty positions, there was a re-organization of the VP position held by Dianne Holt to the VP of Professional Development. The new/reorganized Financial Aid positions are separate funding from that of faculty and funded otherwise.

Over the last five years there are 55 new teaching positions, which include 52 administrative positions, and a new Dean of STEM in Chesapeake.

At present, full time faculty are 54% of the College payroll, teaching 46% of the credit hours.

At the conclusion of the presentation, the Senate thanked the guests and proceeded with the meeting.

IV. Reports of Senate Officers

A. Faculty Senate Chair Report, Monica McFerrin (2:33 – 2:46 PM)

1. Meeting Structure

- a. It is requested the senate chairs/committee chairs with reports to be included in the agenda notify her prior to the meeting

2. The following Unresolved Motions as of December 2015 were reviewed for status:

The Tidewater Community College Senate examine the Chronicle of Higher Education survey results to make recommendations to the President concerning the disparity in ratings between the different groups surveyed.

Aye: 16 Nye: 0 Abstain: 0 ADDRESSED

The College Senate request data by year from Institutional Effectiveness on the number of newly created and eliminated positions that have been filled in the following categories: Administration; Full-time Faculty; Exempt Professional Staff; Classified Faculty

Aye: 14 Nye: 1 Abstain: 0 ADDRESSED

The Faculty Senate recommends that demonstrating computer competency be reinstated as a requirement for degree-seeking students, to be completed in the first two semesters, and that any changes in this requirement must be vetted by faculty through the governance system.

Aye: 15 Nye: 3 Abstain: 1 ADDRESSED

Norfolk Senate moves that the College Senate request that by Nov 1, 2015 the administration provide a comprehensive analysis explaining the rationale behind the mandated online caps created without faculty input.

Aye: 10 Nay: 1 Abstain: 1 ADDRESSED

The TCC College Faculty Senate makes a statement concerning the policies and changes to policy without collaboration with the faculty.

Aye: 10 Nay: 0 Abstain: 0 In-Work – Judy Gill

Norfolk Senate moves that the College Senate form an Ad-hoc committee to examine scheduling issues and make recommendations to prioritize full time faculty to teach desired overloads while providing support and fairness to contingent faculty.

Aye: 10 Nay: 0 Abstain: 0 REVISIT IN FEBRUARY 2016

This Motion's material is currently in a state of flux with the creation/development of the Pathways. The Faculty Senate is going to endeavor to have effective faculty input into the schedule

3. For future MOTIONS being presented to the College Faculty Senate, the written motion will be provided in advance for inclusion to the agenda, along with the requested length of time for the motion discussion.
4. The new College Diversity and Inclusion Statement was presented:

“Tidewater Community College is dedicated to cultivating and sustaining a diverse and inclusive environment that embraces all identities, perspectives, expression of ideas, and backgrounds. The entire college community benefits from experiences that foster mutual respect, celebrate differences, and value commonalities.”

5. It is recommended that the College Senate, and Campus Senates follow the lead of the Norfolk Faculty Senate with the incorporation of the Safe Space Program. For assistance in this effort, contact Josh Howell.
 6. The ratified College Senate By-Laws were shared with the PAPC and supportive recognition was returned
 7. There is a Pathways meeting/presentation to be held, Friday, December 4th, at 8:30 AM at the Virginia Beach Student Center
 8. A call for volunteers to the FDEP Mentor Committee remains open.
- B. Secretary, Mike Adams**
1. No report
- C. Treasurer, Judy Gill**
1. No report
- D. Faculty Senate Vice Chair Reports: (2:46 – 3:09 PM)**
1. Chesapeake Campus, Rianna Amolsch(2:46 PM)
 - a. In reviewing the College Faculty Senates Rewards and Recognition program, is it within the purview of the College Faculty Senate to establish similar awards for counselors, student services staff, and librarians?
 - 1) The existing Faculty Senate Special Achievement Award is available for this recognition.
 - b. There is overwhelming support for the proposed College FS Mental health sessions
 - c. There was mixed feedback in regards to the New Student Orientation proposal
 - d. There exists some resistance to the “mandatory” sexual harassment training, in that it was insensitive to the potential triggers that survivors of harassment may have to face in the course of this training.
 2. Norfolk Campus, Judy Gill (2:52 PM)
 - a. The Senate was reminded of the recent passing of Thomas Moss, the honoree of the Norfolk Student Scholarship
 3. The issue of the on-line course caps was discussed
 4. Portsmouth, Campus, Tom Siegmund (2:54 PM)
 - a. Outside of the Motions presented for later action, there was nothing else for the Portsmouth Senate to present.
 5. Virginia Beach Campus, Jim Roberts (2:54 PM)
 - a. The Faculty Enlight survey for the upcoming Fall semester Blackboard modules was discussed.
 - 1) Some divisions related that they were told that their dean’s MUST approve the textbook to be used.
 - 2) Others stated that their textbooks were mandated
 - 3) The Textbook committee is being re-activated with the successful of the FDEP development committee, of which many were on both committees.

- b. Virginia Beach Senate suggests the development of a Blog to expand communication throughout the College.
 - 1) Recommend it be developed within Sharepoint
 - 2) The VB Senate has volunteered to create the pilot – Jim Roberts to lead
- c. The Virginia Beach Senate has proposed January 7th as the Pathways informational session date, as January 5th & 6th conflict with professional development training offered at TNCC.

V. *Reports of Faculty Senate Committees* (3:09 PM)

- A. Adjunct Committee-Mike Adams
 - 1. Nothing to report
- B. Awards Committee-Mike Adams
 - 1. No nominations received
 - 2. A follow-up call will go out in January
- C. FDEP Committee – Judy Gill
 - 1. The committee has developed to sub-committees
 - 2. No further report

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

- A. Professional Development Committee – Joe Joyner
 - 1. Nothing to report
- B. FSVA-Frank Futyma
 - a. After hosting a successful FSVA meeting Frank extended profound thanks to:
 - Jim Holden
 - Jim Roberts
 - Ellyn Hodgis
 - Monica McFerrin
 - Mike Adams
 - b. Most successful FSVA meeting in recent memory. TCC established a high mark to be maintained for hosting
 - c. Next FSVA meeting in January with the State Legislature
 - d. Recommend it be developed within SharePoint
 - 1) Issues are tuition waivers for college employees and dependents
 - Where this exists, the higher learning institutions have higher qualified faculty (PN, OH, WA, and GA)
 - e. Anticipate conclusion to be at approximately 1:00 PM...All are welcome to attend as guests.
 - f. FSVA President is Dr. David DeGromme, JMU representative
- C. PAPC-
 - 1. Tasked with developing a new College vision statement, with a renewed effort
- D. CFAC-Ellyn Hodgis
 - 1. Ellyn provided amplification of the recently published minutes from the most recent meeting.
 - 2. TCC is the ONLY CC that provided changes and updates to the College FDEP.
- E. VCCS Professional Development Committee-Tom Geary
 - 1. Tom has no report.
- F. Reward and Recognition – Kimberly Griffin
 - 1. No report
- G. Textbook Committee _ David Kiracofe
 - 1. No report

VII. Unfinished Business: (3:40 PM)

A. Faculty Handbook – The change proposal submitted follows:

The Faculty Handbook is a living document maintained by Academic Affairs and reviewed annually by the Faculty Senate.

Procedure for review:

Academic Affairs will provide the revised handbook to the Faculty Senate for review annually (meeting to be determined). The revisions will be itemized on the last page with references.

B. Promotion Policy

1. Policy 3108 DRAFT is ongoing

C. Online Course Caps

D. Mental Health campus sessions

1. Dr. Jessica Smith is very interested in this proposal
2. She is in the process of structuring these visits for the Spring 2016 session
3. She will be joined with CMVE and Student Affairs representation
4. The Campus Senates are requested to provide Monica with proposed dates for each campus scheduling

E. Dean Access to Online Courses

1. No established policy exists
2. The Senate will draft a letter to Dr. DeMarte, and distribution to the deans the feelings of the College faculty on this issue.
3. It is strongly felt that the faculty should have advance notice prior to ANYBODY accessing there online material when not an enrolled student.
4. Jim Holden and Monica McFerrin to draft letter

VIII. Action Items (4:13 PM)

A. Resolution of previous motions

1. Addressed by Monica – see earlier notes

B. Computer Competency (4:28 PM)

1. Proposed DRAFT presented and discussed. Monica to do final proof prior to submission

C. Motions presented by the Portsmouth Campus Senate (4:53 PM)

Motion 1

The Portsmouth Campus Faculty Senate proposes (a motion) that the current student / course evaluation document / student ratings be removed from the FDEP as a data source (FDEP see page 14). It is our opinion (PFS) that the evaluation itself is a flawed tool; the data result is inaccurate, without credibility and should be removed from the FDEP until a new evaluation tool, process and procedure, is created.

Aye: 12

Nye: 0

Abstain: 1

PASSED

Motion 2

The Portsmouth Campus Faculty Senate proposes (a motion) that the Student Evaluation Ad-Hoc Committee (2010) be re-convened with the charge to create a new student / course evaluation tool / process and procedure. Among other things, this Ad-Hoc Committee will be responsible for (hiring and) overseeing a professional team with experience in evaluation / assessment design and implementation.

Aye: 13 Nye: 0 Abstain: 0 PASSED

Motion 3

The Portsmouth Campus Faculty Senate proposes (a motion) that a committee be formed to review our current Student Complaint Policy and Procedure and update as needed. It is recommended that this committee be largely composed of senior teaching faculty with current experience in the classroom.

Aye: 9 Nye: 0 Abstain: 4 PASSED

1. Exploratory committee composed of Tom Siegmund and Jim Holden

D. Spring Pathways Information (5:05PM)

1. Probable topic for Spring 2016 Professional Development day in early January
2. College Faculty Senate proposes Thursday, January 7th.

E. Selection of Faculty Senate PAPC appointee (5:12 PM)

1. Bobby Rowe, Sr. from the Chesapeake campus has volunteered for this committee

IX. *Next College Senate Meeting* – February 4, 2016. Meet and greet at 1:30pm, meeting at 2:00 PM – Virginia Beach Campus, Location TBD.

X. *Close: The December meeting closed at 5:13 PM*

Respectfully submitted,



Michael B. Adams
Secretary, College Faculty Senate