

Attending: Monica McFerrin (Senate Chair); Judy Gill (Norfolk Campus Chair, Secretary); Rianna Amolsch (Chesapeake Campus Chair); Nancy Prather-Johnson (Portsmouth Campus Chair); Tom Geary (Virginia Beach Campus Chair); Bobby Rowe (C); Kathy Buhner (B); Angela Bell (B); John Krenzke (B); Crystal Stafford (B); Harlan Krepcik (P); Lorenz Drake (P); Siabhon Harris (P); Mark Greer (B); Olivia Reinauer (P); Tom Siegmund (P); Garrison Libby (Library); Ellyn Hodgis (CFAC); Sarah DiCalogero (N); Adam Becker (P); Teresa Granger (P),

Senators (non designated): Dianne Davis-Wagner (P)

Non-attending: Jim Holden (N); Kevin Brady (C); Frank Futyma (B); Gary Noah (B); Anne Mach (B);

Guests Present: Sylvia Ross (N)

I. Call to Order at 2:00 p.m.

II. Approval of Minutes of December 2016.

III. Chair Report: (Monica McFerrin)

A. Executive Staff meeting – 12/20

Policy 2108 – addressing use of OER added language for Z-courses

Policy 5203 – addressing wireless guest accounts

Marketing – New CRM for academics launching in March to track from interest through admission

Info Center – restructuring into two teams; prospective students vs current student assistance

TV ads will be cancelled; moving to digital advertising

Fall enrollment below Fall 2006

B. Academic team meeting 1/7

Proposal for Vet Tech

Online Orientation under consideration by OLC

Verify accuracy of information in eDirectory

C. Guided Pathways and Faculty Lead Pilot

Sharepoint for information

D. Advising Taskforce to rework academic advising. Target implementation Sp2018.

E. Activity Hour – Dr. DeMarte is proposing this be in Class Scheduling Policy

IV. Campus Reports (20 min)

- A.** Chesapeake - Rianna Amolsch –
Concern about performance based funding vs academic standards
Discussed and approved Textbook Policy
Several events for Black History month are taking place on Chesapeake Campus
- B.** Norfolk – Judy Gill
QM Certification of Programs plan discussed
Online Orientation discussed
Thomas Moss Scholarship and laptop raffle discussed
- C.** Discussed activity hour and have support from the deans
Portsmouth – Nancy Prather-Johnson
Guest speakers from Student Center talked about co-curricular activities in Portsmouth
Recommendation to add language to syllabi
Open dialogue with Dr. DeMarte 3/16
- D.** Virginia Beach – Tom Geary –

The Virginia Beach campus Faculty Senate discussed the following issues:

New Faculty Academy: Senators discussed whether the Senate should review the policies of the New Faculty Academy. 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.

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.

Professional Development Funds: The chair emphasized the importance of faculty using the ample professional development funds available.

Other: Senators reviewed the latest Financial Aid Course Audit updates. Senators discussed whether digital upgrades are needed on campus. Senators reviewed and discussed the most recent draft of the faculty-driven Textbook Adoption Policy. The chair shared the drafts of updated forms for Faculty Withdrawal, Petition for Late Withdrawal, and Petition for Incomplete Grade. 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. The chair shared with Senators an organizational chart of the college administration and noted the elimination of positions in several areas, including the library; an updated, thorough chart is anticipated soon. 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. The chair detailed an effort to encourage faculty visits to local high schools to recruit potential TCC students. The chair reviewed changes to overtime for non-exempt classified employees who teach as adjuncts.

- V.** Committee and Representative Reports
- A.** Adjunct Committee – no report
 - B.** Awards – see Rewards and Recognition – Small group is meeting on 2/10. Senate agrees to have R&R Committee handle both R&R and Senate awards. Group is underrepresented – are we OK with 6 people on the committee?
 - C.** Faculty Development and Evaluation Plan – Judy Gill – no report
 - D.** Rewards and Recognition Committee –
 - E.** Textbook – Monica McFerrin (for David Kiracofe) –
Proposed policy has been circulated. Please forward feedback to David Kiracofe.
 - F.** Professional Development - 33% of budget has been awarded as of Jan 4. Last year at this time 58%, previous year 75%
 - G.** CFAC- Ellyn Hodgis - Reported on CFAC meeting. Will send information by email to all faculty..
FSVA – Frank Futyma – no report
 - H.** PAPC – Bobby Rowe
PAPC is conduit for changes in QEP, PACE, Gen Ed requirements
Governance committees should update their websites and midterm reports due 2/10
 - I.** VCCS Professional Development Committee – Peer group conferences coming up.
New Horizons funding not confirmed. Curt will know by the end of next week how we are funding New Horizons. It is in state and we have PD funds left so faculty should be able to go.
 - J.** Secretary, Judy Gill – No report
 - K.** Treasurer, Jim Holden – No report
 - L.** Student Evaluation – Tom Siegmund – research has been done. Joined forces with Fred Stemple and Amanda Burbage. Have started working on Student Complaint committee

- VI.** Review of Old Business:
- A.** Adjunct Stipend – no news
 - B.** Course enrollment cap appeal procedure: John Krenzke – proposal distributed. Would like to set a cap of 35 students. Faculty should be compensated for larger classes (.5 credit per 5 extra students).
There was discussion. 35 would increase the class size of most classes. Also concern that pedagogically should not go over the cap, even if paid extra.
Consensus is to create a process to appeal cap if it is too high. These caps should be determined by the discipline. This should be reviewed periodically at the discipline meetings and recommendations for change will come from these meetings.
 - C.** Faculty Committees – Access on web: Looking into a calendar on the site – should it be on the web or Sharepoint? But Sharepoint is not open to the public. PAPC is working on this.
 - D.** Faculty iPads – Monica emailed John Morea and Curt Aasen. John Morea does not have a procedure for faculty iPads. Send faculty with need for iPad to Monica McFerrin.
 - E.** Faculty Lead Pilot – Tom Geary we will meet on 2/10. Discipline Leads and Program Leads met on 1/5-6.
Presentation will be online.
Schedules were created for Summer and Fall. Program Leads and Discipline Leads coordinated. Program Leads will be determining outcomes first, program analysis next, etc.
 - F.** Faculty Withdrawal Form Changes – Monica McFerrin – Send feedback to Monica.
 - G.** General Ed Assessment Procedure – Nancy Prather-Johnson –

To Curriculum Committee questions: What is being assessed and do we need to meet every measure?
Answers: The students are being assessed but trying to help faculty create assessments that measure the outcomes. Faculty can put n/a if the assessment does not meet a measure. Open to changing the tool.
2/17 faculty invited to help revise rubric for Critical Thinking. Spring assessment is Scientific Reasoning. Email sent out to let faculty know which Gen Ed will be assessed then students selected randomly. In March faculty invited to help revise Scientific Reasoning rubric. Faculty have opportunity at Learning Institute to revise Gen Ed requirements.

What happens if faculty choose not to complete the Authentic Assessment tool (but do turn in student work)? So faculty can look at it as optional? Discussion

Senate asks the PAPC to ask the Instruction Committee to survey faculty who has completed the AAT.

- H. Out of State Travel restrictions – Judy Gill – Have deans been informed that there is a procedure? Yes. The justification goes directly to the Provost (or Dr. DeMarte for Librarians). If approved it goes through the system. If you are rejected for out of state travel let Monica know.

VII. Action Items

- A. Norfolk – QM Certification for Programs – Judy Gill – Presented Lynn Rainard’s information and questions, asked for feedback by Friday 2/10

- B. Portsmouth – Campus Information and Student Involvement Statement in Syllabi – Nancy Prather Johnson - Motion to add the following to Syllabus Template:
Essential information about campus programming can be found in your email via Ask Portsmouth and on AxisTV (monitors across campus), Facebook, Instagram, Twitter, and Snapchat, in addition to the Tidewater Community College website. All current students are members of Student Government Association.
Motion to table unanimously accepted until discussed by Instruction Committee (changes syllabus)

VIII. Close: The meeting closed at 4:37 p.m. Next meeting Thursday, March 2 on VB Campus.

Respectfully submitted,
Judy Gill
Secretary, College Senate