

Members Present: Stacey Deputy, Judy Gill, Sean LaCroix, Sarah DiCalogero, Maureen Cahill, Angela Bell, Robyn Browder, Kathy Buhner, John Krenzke, Dania Sinibaldi, John (Tom) Williams, Tiffanye Sledge, Sharon Waters, Tom Siegmund, Elizabeth Briggs (proxy for David Kiracofe), David Ring, Ruth Shumate, Wendy Buie, Lorenz Drake (proxy for Portsmouth), Katrina Dash

Guests Present: David Howell, Jennifer Hopkins, Joe DeLong, Sarah Stevenson, Elizabeth Harris,

I. Call to Order – 2pm

II. Campus Motions* (See Appendix)

III. Review and Approval of Minutes –December – 17 – 0 – 0 Minutes approved unanimously

Guests. Curt Aasen, Vice President of Information Systems and Institutional Effectiveness, and Beth Lunde, Associate Vice President of Human Resources.

Results of the Great Colleges to Work For Survey were reviewed and discussed. They can be found in Sharepoint under Human Resources. The President charged Internal Relations Committee to develop a plan to address the areas of greatest decrease. The Chair (Richie Windley) discussed the plan for a company picnic and timely awards. There was discussion around other concerns.

IV. Chair Report – Stacey Deputy –See Appendix

V. Secretary Report – Judy Gill – Please sign in

VI. Treasurer Report – Tom Siegmund – We have around \$80, needed more to pay dues and received it. Will ask Heather McCraig for money as needed. May need to request funding for CFAC costs.

VII. Campus Reports – Campus Chairs –See Appendix

VIII. Committee and Representative Reports

A. Adjunct Committee –Elizabeth Harris-See Appendix

B. Faculty Development and Evaluation Plan – Tom Siegmund

Want to pull more stuff out of it. Pull out anything related to Rewards and Recognition, except for minimum. Pull out First Year Academy, except for minimum. No details. This is to facilitate small changes to forms, etc., be made without the full approval process. Recommendations will go to the senate and we will vote next meeting.

C. Professional Development – Joe Joyner – Used 47.8% of awarded funds. We had \$235,000. Used about \$82,000 FT, \$30,000 Adjunct funding.

D. CFAC – Ellyn Hodgis – no report. CFAC notes were sent by email in January

E. FSVA – Sean LaCroix – VHEA day (Virginia Higher Ed Advocacy Day) just occurred. Sean will go to Spring meeting.

F. PAPC – Ruth Shumate – no quorum at last meeting. Discussed research and committee reports. Kim Bovee discussed Strategic Planning.

G. Rewards and Recognition & Awards-Sarah Dicalogero

Forms have been emailed and 8 nominations and 2 completed packages have been submitted already. Forms have been completely automated by email, including notifications to faculty. Committee will meet week of March 25 and names submitted to Dr. McCray that week. Amount of money has not been determined. Hopefully, will have certificates and plaques at Learning Institute.

H. Parliamentary Rules Committee-Tom Siegmund

Sent two documents to Stacey Deputy. Concise guide to Roberts Rules. Stacey will send the documents to the Senate and vote on it next meeting.

I. Ad Astra-Deborah Edson *See Chair report

IX. Initiative Updates

A. Academic Reorganization

Academic Council

Stacey was only representative but now we have one from each campus.

Items working on:

Room designation process, allocation of rooms. Identified 93% of rooms by Pathway.

Timeline – OIS, Budget, HR, Organizational Structure, etc. are being discussed.

Reassigned time changing

Organizational charts by Pathway – but we would like one by campus or the college as a whole.

Program movement not permitted because OIS codes are locked in and it would be a lot of work to change them. – No discussion for how to change a program from one Pathway to another.

Budget being changed to Pathway structure – Herculean effort. “House of cards which can come crashing down.”

HR and Budgeting trail will change for each faculty/item.

X. Old Business

XI. New Business

A. Discussion: Direct Placement. VCCS pilot to get rid of Placement Testing and development math prerequisites. There would be only corequisite developmental classes in math and English. President wants to know how we can support students. This will be sent to the math/English leads for discussion. There are implications in other disciplines.

English recommendation – reduce class size.

B. Discussion: Should we establish a process for provisional approval for additional professional development funds after the personal annual entitlement is exhausted? If funds are left over, can a faculty request the funds and only receive reimbursement if it is left over. Cannot be done based on the policies we have now and there is concern about fairness. There was no apparent support.

XII. Items for the Board – **Motion:** Bring the motion concerning the faculty concern with the academic reorganization ! to the TCC Board meeting March 12. **13-0-0 Passed Unanimously !**

XIII. Other items – 1. Concern about how to address students sleeping in class. General consensus is the Senate does ! not need to put a motion forth on this item. !

2. Questions about roles of Department Chairs in Pathways and when/how they are chosen. There are issues arising ! already. !

3. There are 11 people on Exec Staff, 4 of which are interim. Of the Academic Exec Staff, 4 out of 6 are interim. We can make the argument that more than 1/3 of Exec Staff are interim and 2/3 of Academic Staff are Interim. How are they ! making the decision to continue the Academic Reorganization? A statement will be sent to the campus chairs for ! consideration at the campus senates. !

XIV. Close – 5:35 pm !

Next meeting March 7, 2019 in Norfolk (Room TBA) !

Appendix

Motions

Chesapeake Campus

Motion: Be it resolved that the Faculty Senate of Tidewater Community College does not endorse the administrative restructure tied to the Guided Pathways initiative. To quote from our approved motion dated November 2, 2017, concerns about “the restructuring’s roll-out and practical implications remain” and “insufficient clarity on the restructuring’s connection to student success persists.” The Senate’s lack of confidence in and understanding of the restructure from one year ago has in no way diminished.

Sean LaCroix – Not about Guided Pathways, but about the Academic Reorganization surrounding it.

Amended Motion: Be it resolved that the Faculty Senate of Tidewater Community College does not endorse the administrative restructure tied to the Guided Pathways initiative. To quote from our approved motion dated November 2, 2017, concerns about “the restructuring’s roll-out and practical implications remain” and “insufficient clarity on the restructuring’s connection to student success persists.” The Senate’s lack of confidence in and understanding of the restructure from one year ago has in no way diminished. 17 – 0 – 0 Motion carries unanimously.

Virginia Beach:

Motion: The College Faculty Senate moves that the college act immediately to designate an individual or group of individuals to improve a number of performance metrics for student satisfaction with the college registration process and report that progress regularly to the college community.

Discussion – Stories of registration delays, transcript review delays, etc. !

Stacey Deputy – From President’s Cabinet. First part of each PC meeting focused on enrollment. There is a group made up ! of Provosts and Deans of Students to examine enrollment process. How to improve the process from admissions, all the ! way through. !

Recommend that students be included in the group. !

Amended Motion: The College Faculty Senate moves that the group of individuals currently reviewing the enrollment and admissions process provide monthly updates to the college faculty senate. 19 – 0 – 0 Motion carries unanimously.

Collegewide Faculty Senate Chair Report

Stacey Deputy

A. Update on CFS Motions

The following motion from Fall 2018 is still awaiting administrative response:

1. ! Whereas there are serious concerns about the way the ATD grant for Z-courses was administered and the selection process used, the TCC Faculty Senate requests a comprehensive report regarding the administration of the ATD grant for Z-courses.

C. Initiative Update: Ad Astra

All deans have access to Ad Astra enrollment data and participate in teleconference calls. Deborrah Edson reports that recent calls have focused on refining search techniques to allow deans to find the information they need to make scheduling decisions. Another on site meeting with Ad Astra is being planned.

D. President's Cabinet (PC) Meetings

January 24th

-Enrollment focus of the first hour: Curt Wynn gave Spring 19 data for the number to students contacts in the CRM for Spring 2019, how many of those students were had enrollment barriers, and how many actually enrolled. Barriers include not taking a placement test, not making an advising appointment, being advised and still not enrolling, dropped from a course and did not re-enroll, etc. The PC felt that there was likely some duplication of the number of students in each enrollment barrier category. Discussion of including curriculum expert touch points (willing faculty members calling interested students, as the business and automotive faculty have shown interest in doing). Action items: included taking a deeper dive into the numbers of students in each barrier category. Looking for any patterns in the students not enrolled.

-OER presentation by Diane Ryan and Steve Litherland. OER courses save students money on books but also improve student success. Drop and W rates are lower and the number to students earning a C or better is higher for students in OER courses compared to their peers in non-OER courses. OER students also sign up for more credits per semester. Discussion of the possibility of, in the future, creating a (grant-funded) coordinator of OER position to help support and grow OER courses at TCC.

-Academic Council. Joe Fairchild presented the recommendations from the Academic Council subcommittee for the Scheduling Policy (#2111) to the PC. There was no recommendation to reduce the load (pay) for a faculty member teaching a low enrolled class at this time. However, faculty teaching low enrolled classes should expect a negotiation of additional duties. The class cancellation language in section 4.2 of the policy is problematic and there was a recommendation to identify break even enrollment numbers (how many students need to be enrolled to cover faculty salary and college overhead). Dr. Milloy indicated that it would take many resources to calculate those numbers and recommended that we focus on efficiency by pathway and urged flexibility. The Academic Council subcommittee will work with Curt Aasen on efficiency ratios.

-Decision to reduce the number of printed schedule books ordered every semester.

-Policies 4300 (Public procurement), 4304 (Payment for goods and services), and 4305 (Travel) were updated to reflect VCCS shared services information.

February 5th

-Enrollment focus of the first hour: Discussion of areas for possible expansion of enrollment. Dual enrollment and online classes have potential. Discussion of the 2019 Recruitment Plan. Discussion of Direct Placement, VCCS initiative that will likely eliminate the student placement test by Fall 2020. TCC is in the pilot (Judy Gill is the faculty representative.) Discussion of the impact of having no placement test and how to mitigate the impact. Action items: Have Dr. Okema Branch, Coordinator of Collegewide Enrollment Outreach, report to PC on metrics for high school

outreach. Dr. DeCinque is convening a group of Provosts and Deans of Student Services to review our enrollment and admission process and look for areas for improvement.

-Eastern Shore Community College. Due to the JLARC Sustainability study, the chancellor of the VCCS has given ESCC three years to meet standards. In the meantime, TCC has been asked to help provide services (such as human resources, physical plant, security, business office) to ESCC. The President and VP Milloy are looking into what we can do to help. Dr. DeCinque is clear that it should be at no cost to TCC.

-Office of Civil Rights updates. Dr. Woodhouse reported that there were four OCR complaints investigated. Two cases were unfounded and dismissed. The other two complaints required responses. TCC will develop training on anti-harassment, disability services, and investigations. Members of the PC will be the first to attend these trainings, which will then likely spread collegewide. A consistent system for investigation of complaints needs to be developed and future policy changes will likely come before PC.

-Policy 2104 (Substantive Change) was updated to reflect the most recent SACS-COC requirements.

-Facilities. Sale of recycled concrete from the former Portsmouth campus continues. Provost Chestnut and Dean Prather-Johnson are working to develop an improved program plan for how the Perry center will be used.

E. TCC Board Meeting January 15, 2019

-Presentation of Transfer Engineering and Advanced Apprenticeships by Thomas Stout. Advanced Apprentices from Newport News Ship Yard can be paid to finish their associate's degree in Engineering at TCC (or in Business Administration from Thomas Nelson).

-Advocacy committee planned to go to the general assembly with several students on 1/31/19 and meet with our legislatures.

-Educational Foundation reported on the grand opening of the Skilled Trades Academy. Announced a gift by Houston "Hu" Odom which will be used for scholarships and for the Perry Center.

-President's report.

Enrollment update from Curt Aasen. The college spring 19 enrollment was down 9.1%. The numbers of first time in college students, recent high school graduates, and returning students are down. Mr. Aasen also presented on FAFSA verifications. In 2012 a new process for Pell grants was instituted at the federal level. 30% of students filling out the FAFSA are selected for verification. A study reported that the majority of students selected for verification were in the lowest income levels. Only 56% of students selected for verification go on to receive a pell grant, compared to 80% of Pell eligible students who are not selected for verification. Mr. Aasen analyzed VCCS schools through Fall 2016, those who had the highest number to Pell students also had the highest enrollment declines.

The President's cabinet will focus on enrollment and develop action items from each meeting.

Working on the full implementation of Pathways.

A committee is reviewing candidates for appointment of the interim Provost of the Chesapeake campus.

-Closed session. The board chair called for a closed session of the board to share information regarding the search for the next college President.

Chesapeake Chair Report

Sean LaCroix

One motion was passed:

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Faculty Q&A

Per our bylaws, the provost must be invited to attend one meeting annually and hold a Q&A with faculty. Dr. Edwards, then acting campus administrator but now interim provost, met with us. That discussion included a brainstorming session on enrollment growth strategies, ideas for which included:

- Making the website more easy to use/navigate
- Simplifying the registration process
- Holding small focus groups for key stakeholders (e.g. students, councilors, advisors) to identify impediments to enrollment
- Advertising transferability of transfer degrees
- Communicating more effectively with the community about the benefits of attending TCC

A number of faculty concerns were also discussed during the Q&A. Issues included:

- That a college wide and campus organization chart is not available
- That communication relative to EAB navigate, its use, and implications on faculty and students has not been clearly communicated
- Reporting lines for adjunct faculty that teach in more than one pathway are not clear
- Student ID card requirements act as a barrier to prospects and students
- That student to dean ratios may not be justified given recent enrollment decline

Updates:

- Dr. James Edwards has been selected to serve as interim provost.
- Swati Chockshi (Engineering) has agreed to serve the balance of Evgenia Harrison's term
- The greenhouse construction has been put on hold until further notice
- The moving and enhancement of the testing center has been put on hold until further notice
- Chesapeake campus 5k will be held (tentative) February 15th

Upcoming meetings

- Next Chesapeake campus senate meeting - February 26th, 2019 12:30 pm; Room 4202
- Next college wide faculty senate meeting – March 7th, 1:30, Norfolk campus (room tbd)

Upcoming notable implementation dates:

- ! EAB Navigate - Preliminary use: April 1st 2019; Increasing use for scheduling and degree audit (predictions based on student needs) beginning in Fall 2019 and into Spring 2019. Full use – Spring 2020.
- ! Full Canvas Implementation – Beginning of Summer 2019
- ! Pathways Wave II – July 1, 2019
- ! New Gen. Ed Core. Competencies- Fall 2019
- ! Pace assignments - Fall 2020
- ! Faculty advising – TBD

Norfolk Chair Report

Sarah DiCalogero

The Norfolk Faculty Senate met on Tuesday, January 22nd.

Discussion of the Norfolk Campus Leadership Team meetings with the city concerning the redevelopment of the St. Pauls area of the city (area to the east of MacArthur Mall). There may be opportunity for TCC to be involved in some aspects of the project.

Judy Gill gave an update of the prior academic council meeting held on Friday, January 18. At that meeting classroom allocation by pathway, the “playbook”, discipline deans and classes with low enrollment were discussed. Pathway challenges were brought up by members of the faculty. Among those questions is whether enrollment is “counted” by campus or pathway. Issues with classes being cancelled by a pathway dean because of “low enrollment” 4 weeks before the class was scheduled to run – and that this class was canceled at 6 students even though it maxes out at 12 students (which means that the class was actually half full) . Biology faculty expressed concern that health classes have been scheduled in the cadaver lab.

Ivory Warren brought up questions of security on the Norfolk Campus. Specifically who is the current head of security, the number of security guards on campus at any time and where you can actually find security guards were at issue.

The next meeting of the Norfolk Faculty Senate is scheduled for Tuesday, February 26th @ 12:30PM.

Portsmouth Chair Report

Katrina Dash

Portsmouth Faculty and Senators met on Friday, January 25, 2019 at 12:30pm.

Motions

No motions were passed during this meeting.

Faculty Discussions

The following issues and concerns were addressed during the PFS meeting

- Effects of enrollment on pay structure and recruitment of incoming faculty and staff
- Student evaluation response rate seems very low this year. Faculty did not receive emails when evaluations became available. There is a question about whether students were made aware of the surveys and encourage to complete them.
- Following a review of drafts and issues discussed at the January 2019 academic council meetings. Concerns were expressed over Wave 2 implementation and lack of communication between pathway deans, job description for pathway and discipline deans, and the lack of student support and resources in pathways with high number of students.
- It is suggested that faculty start looking at Canvas now. There are some issues with classes not being as easy to migrate as was previously advertised. Access to Blackboard will stop at the beginning of June. It needs to be investigated whether faculty will have access to archived courses after June. There is a need for more Canvas sessions to be offered in the evenings or weekends to accommodate adjuncts. There has been some difficulty with using Canvas migration as an APPDP goal and it needs to be determined whether Canvas use is a job requirement or an optional tool. There is also still a need for Batten centers to be re-staffed to assist faculty with difficulties, which is supposed to be addressed by the Faculty Development Committee.
- Professional Development Funds – new policy was announced for Continuing Education in October but when paperwork was submitted for it, faculty was informed that it was not funded and still needed to be paid by professional development funds. There has also been some debate about allowing faculty to pre-register for conferences in the hopes that extra Faculty Senate funds become available.
- Notes from the Chancellor’s Faculty Advisory Committee – minutes were provided via email from Ellyn Hodgis. Revealing information includes the low retention and success rates for dual enrollment students. VCCS Initiatives are included toward the end of the document and should be of interest to all faculty.
- It seems to be a large oversight that there is no teacher preparation program at TCC. There seems to be a high potential for increasing enrollment by offering a teaching program.
- Many departments on Portsmouth campus are short staffed, including housekeeping and security. There is only one security after campus is closed, which has become a problem with faculty being locked in buildings. The emergency exit is always open but has become problematic for late night classes.

Portsmouth Campus Updates

- Fitness center is now free to faculty members
- Signing day to be held on Jan 30 to encourage to enroll and sign to say they are committed to doing well in classes.
- There is a new Associate Dean of nursing, a new Financial Aid Director, and there should be a decision on the Interim Provost in Chesapeake soon.
- Project Refuel through PTK is looking for food donations.
- Food pantry should be launched the last week of January.

Upcoming Meetings

- Next College Wide Faculty Senate meeting – Thurs, Feb 7, 2019, 2:00 PM – Chesapeake campus, Big Otter Room
- Next Portsmouth Faculty Senate meeting – Fri, Feb 22, 2019 at 12:00 PM – Batten Center

Virginia Beach Chair Report

Maureen Cahill !

Discussed reorganization and faculty dissatisfaction. !

Asked Curt Wynn to make presentation, Curt wanted to present to whole Senate. !

Idea to paint directions on sidewalks.

Elections coming up – Pathways will impact elections and senate representation. By-laws will need to be redone by next ! month. Have asked for a list of full time faculty by discipline/Pathway. Will need to get a guestimate on adjuncts who ! change from semester to semester. !

Dr. Summers is committed to providing support across campus, not just in buildings where deans are housed. !

Building usage came up. Matt Baumgarten replied that a review has already been done. !

Night/weekend use of classrooms being clustered discussed as an option. Matt Baumgarten said that would be a campus ! decision. Maureen Cahill and Jim Roberts are meeting with Matt Baumgarten to discuss further. !

Adjunct Committee Report — Submitted by Elizabeth Harris

Some adjuncts are concerned about initiatives and training not available during nights and weekends.

A request has been made for consideration by the administration that adjunct teaching time count toward retirement.