

College Senate
Virginia Beach campus

March 2, 2017

2 - 4:30 p.m.

- Call to Order at 2:03 p.m.

- In attendance: Monica McFerrin (B), Tom Geary (B), John Krenzke (B), Olivia Reinauer (P), Frank Futyma (B), Bobby Rowe (C), A. Garrison Libby (B), Nancy Prather-Johnson (P), Kathy Buhner (B), Jim Holden (N).

- Guests: Sylvia Ross (N).

- Non-attending: Judy Gill (N), Rianna Amolsch (C), Angela Bell (B), Crystal Stafford (B), Harlan Krepcik (P), Lorenz Drake (P), Siobhan Harris (P), Mark Greer (B), Tom Siegmund (P), Ellyn Hodgis (CFAC), Sarah DiCalogero (N), Adam Becker (P), Kevin Brady (C), Gary Noah (B), Anne Mach (B).

- Approval of Minutes of January 2017 tabled due to the lack of a quorum.

- Chair Report (Monica McFerrin)
 - Executive Staff meeting - 2/16
 - TCC is currently 4th in Workforce credentials and licensures despite being 2nd in size. Provosts and deans will review how they are given.
 - Grants and sponsored programs identified the need for an additional staff member. There are only 1.5 currently in place with a large influx of items to do. We're only recapturing a small percentage of grants when completed; having another member on staff will ensure we can recapture the additional funds.
 - Human Resources is streamlining the process for retiring employees to increase efficiency.
 - Student Affairs is working with Barnes & Noble in Norfolk to establish a lecture series.
 - Academic Leadership Team Meeting
 - Library identifying core functions of an academic library at TCC.
 - Intercultural is setting up a program in Hungary for 2017.
 - Frost Nixon is the production being developed at the Roper.
 - Not every class needs to run every semester for each campus the nine programs in E-Learning.
 - TOP-UP certification will be needed for teaching online as of this fall.
 - QM program review is still under review by the Online Learning Committee.
 - Online student evaluation is being piloted by the Faculty Professional Development Committee.

- The Navy college office is closed, so there has been a drop in tuition assistance for TCC students. The VCCS is creating a guide for military service credentialing.
- Learning Institute May 10-11 this year. VCCS Vice Chancellor for Academics Sharon Morrissey will be speaking in the morning of the first day. President Kolovani will speak about what that means at TCC and connect to our other initiatives. The afternoon of the first day will have concurrent sessions on advising, QEP, Guided Pathways, and Faculty Leads Pilot. May 11 will consist of faculty awards, discipline meetings, and potentially professional development sessions. The attrition rate is high on the afternoon of the second day. Senators discussed whether the afternoon concurrent sessions for the second day would be a good opportunity and expressed concern about the potential lack of submissions for concurrent sessions on topics related to Guided Pathways.
- Campus Reports
 - Chesapeake (Rianna Amolsch): Forms for withdrawing students were discussed. Open Dialogue with Dr. DeMarte will occur on March 14 at 2 p.m.
 - Norfolk (Jim Holden): The Batten Center for Teaching Excellence posed inquiries regarding how to get more traffic. The e-mail mandate for professional development required for the Violence Against Women Act was discussed.
 - Portsmouth (Nancy Prather-Johnson): The Senate agreed to meet on the 2nd Thursday of each month. Open Dialogue with Dr. DeMarte is scheduled for March 16 at 12:30 p.m. in the Batten Lab. Provost Woodhouse discussed campus updates and budget concerns as well as how vacancies would not be filled. Provost Woodhouse addressed FACA and the importance of retention. The Senate discussed the textbook policy and was in agreement with it, but the Virginia State Code, which has been updated, needs to be reflected. A lot of questions surfaced regarding the Violence Against Women Act training, especially regarding access to the training.
 - Virginia Beach (Tom Geary): The Virginia Beach campus Faculty Senate discussed the following issues:
 - New Faculty Academy: After much discussion with guests about the frustrating nature of the New Faculty Academy in its current iteration, the Senate unanimously approved a motion: "The Faculty Senate requests access to current syllabi and content for all three years of the New Faculty Academy for review and feedback."
 - Student Center Fitness Center proposed fees: Senators questioned the particulars of proposed fees for non-students utilizing the Fitness Center at the Student Center. Who qualifies as a non-student and whether other facilities in the Student Center would be available were among the chief concerns.
 - Budget and Restructuring: The chair relayed information from the College regarding the budget shortfall and the impending administrative restructure as Executive Staff creates a detailed chart for each

department in an effort to reach an equitable distribution of resources. The deficit may increase if a three percent raise to state employees is approved. The College will likely raise the cost of tuition.

- Other: Senators discussed the latest Faculty Leads Pilot updates. The chair discussed the college's move in marketing from TV to digital and the latest survey results from the Retention Task Force. The chair provided an update on the latest data of available regarding faculty professional development funding. Senators discussed the inevitable changes to the VCCS learning management system and the reassurance that content would be imported. Senators reviewed the e-mails regarding the Violence Against Women Act training and questioned why the information was not passed down through deans. The chair discussed efforts by the college to increase the number of workforce development credentials. The chair relayed campus facilities updates regarding the pond retaining wall upgrades, protection of geese, and non-renovation of older buildings. Senators discussed the availability of additional iPads through the Provost's office. The chair discussed the move of all TCC forms to an online, simplified format. The chair noted that the Student Center can provide Wifi access codes for events with large groups. Senators discussed a voluntary faculty lecture series being arranged with Barnes & Noble.

- Committee and Representative Reports
 - a. Adjunct Committee (Frank Futyma) - The greatest concern right now for adjuncts is the lack of classes available to teach and the late arrangement of cancellations before a semester begins. Senators discussed the importance of better communication between deans and adjuncts regarding bumping and cancellations of classes. The use of algorithms to determine the availability of courses was suggested. Expanding the three-quarter employee position was discussed by the Adjunct Committee. Having an adjunct teaching the Adjunct Academy was discussed.
 - b. Awards - no report
 - c. Faculty Development and Evaluation Plan - no report
 - d. Rewards and Recognition Committee - Applications have been e-mailed to faculty.
 - e. Textbook - no report
 - f. Professional Development - no report
 - g. CFAC - The next meeting is April 3-4.
 - h. FSVA (Frank Futyma) - A greater degree of synergy via joint enrollment is being promoted statewide.
 - i. PAPC (Bobby Rowe) - Communication concerns regarding updates on the QEP were discussed. The General Education Assessment procedure was sent back to the Instruction Committee. A new governance committee for General Education is in the process.

- j. VCCS Professional Development Committee - English, History, and Humanities Peer Group meeting and New Horizons are both upcoming. Paul Lee Grants fall application is April 1. The deadline for the George Vaughn Leadership Award is September 1.
 - k. Secretary (Judy Gill) - no report
 - l. Treasurer (Jim Holden) - no report
 - m. Student Evaluation - no report
- Initiative Updates
 - a. Advising - The Academic Advising Initiative Team, a direct appointed task force under President Kolovani, is mapping the future process. The focus is on the best interest of the students. Faculty advising is a component of this. The next meeting is March 31.
 - b. Faculty Leads Pilot - Program leads are in the process of reviewing program outcomes and will be presenting them at the Learning Institute. Discipline leads are looking at the scheduling process and other discipline specific issues. There was a request made at the Deans and Directors meetings to improve the communication stream; this committee meets March 17.
 - c. Guided Pathways - There is a VCCS initiative. There is a webinar occurring on March 6 to assess each college's readiness.
 - d. QEP - The individual workgroups have completed their reports to SACS.
 - Review of Old Business
 - a. Adjunct Stipend - There is no update.
 - b. Course Enrollment Cap Appeal Procedure - Several changes to the proposal were discussed, but a vote regarding the procedure draft was tabled due to the lack of a quorum.
 - c. Faculty Committees - The CTLTC is researching a mechanism for a calendar with dates of committee meetings to be put on the PAPC Web site.
 - d. Faculty iPads - The CTLTC developed a procedure for distributing iPads a few years ago, but it was not further implemented. The Virginia Beach campus has many iPads available. Portsmouth similarly has a process for obtaining iPads, and there is no concern reported at the Chesapeake campus. The process is unclear concerning iPads acquisition in Norfolk.
 - e. Faculty Withdrawal Form Changes - Senators discussed the Academic Inactivity Form and raised questions regarding the phrasing of "21 days after the last date of attendance."
 - f. General Education Assessment Procedure - The assessment tool is mandatory. The next meetings for the rubric creation are March 17 and March 31.
 - g. Out of State Travel Restrictions - There have been no e-mails forwarded to the chair confirming a rejection of out-of-state travel. Senators discussed the problematic nature of needing to take additional steps to request out-of-state travel.

- Action Items
 - a. New Faculty Academy - The Virginia Beach campus Faculty Senate discussed the problematic nature of the New Faculty Academy content not being publicly visible and length being three years. A motion was withdrawn due to the syllabi being acquired by the chair.
 - b. Remote Meeting Access - Senators discussed at length the viability of remote access to College Senate meetings. The importance of proper technology options, such as meeting at the Batten Centers for Teaching Excellence, were discussed. There was some interest in piloting a remote access meeting, but concerns were also raised regarding the size of College Senate meetings and remote access becoming the norm rather than an exception. A subcommittee to research and propose a solution was discussed and formed. An e-mail will be sent to designated senators to inquire into whether there will be a campus pilot or further acquisition of information.

- Items from the Floor
 - No items.

- The College Senate adjourned at 4:20 p.m.