



## College Faculty Senate Minutes

Date & Time: Thursday, May 5, 2016, 2-4:30 PM.

Location: Portsmouth Campus, Building A Forum.

**Attending:** Monica McFerrin (VB) (College Senate Chair); Rianna Amolsch (C) (Senate Chair); Bobby Rowe, Sr. (C); Jeannie Taylor (C); Jim Holden (N); Sara DiCalogero (N); Thomas Siegmund (P) (Senate Chair); Teresa Granger (P); Lorenz Drake (P); Harlan Krepcik (P); Olivia Reinauer (P); Dianne Davis-Wagner (P); Jim Roberts (VB) (Senate Chair); Mike Adams (VB) (College Senate Secretary); Angela Bell (VB); Kathy Buhner (VB); Ellyn Hodgins (VB); Anne Mach (VB); Gary Noah (VB); Garrison Libby (Library); Ruth Shumate (Library); Crystal Stafford (Counseling).

**\*\*Underline and Italics are the 2016-17 incoming, voting, members**

**Non-attending:** Judy Gill (N) (Senate Chair); Tom Ellis (N); Phyllis Gowdy (N); Adam Becker (P); Nancy Prather-Johnson (P); Frank Futyma (VB); Tom Geary (VB); Mark Greer (VB); John Krenzke (VB); Elizabeth Vihnanek (VB); Allison Harwell (Counseling);

**Guests Present:** David Kiracofe (C); Joe Joyner (N)

- I. Call to Order at 2:00 PM**
- II. (2:00 PM) Introduction of new senators and guests:**
- III. Approval of Minutes of April 7, 2016 at 2:08 PM**
  - A. Motion: To approve the minutes. - Motion passed.**
- IV. (2:08 PM) Chair report (15 min)**
  - A.** It was brought to the Executive Staff attention that with the current operations schedule, convocation is unfair to Staff and counseling as they have open offices and cannot participate. For the Fall 2016 convocation, ALL college offices will be closed to the public until 11:00 AM. Convocation is to be August 19 from 9:00 to 11:00 AM, with campus convocations starting at 1:00 PM. There will also be an Employee Benefits Fair 19 August from 8:00 AM – 2:00 PM. The Faculty Development will be held August 18<sup>th</sup>.
  - B.** The Fall 2016 College Picnic is to be held at the Workforce Development complex in Suffolk on Friday, 16 September.
  - C.** The Executive Staff were briefed on the Freedom of Information Act and how the College is responsible for ALL emails in the college system, less those that would violate the FERPA statutes.
  - D.** The Chair asked if the periodic Chair Recaps were desired, and if so, she would publish a new one capsulizing the events of the senate for the 2015-2016 academic year.
  - E.** There is a rumor floating amongst the faculty of a boycott of the Faculty Professional Development Day in reference to the recent Social Security Number breach.
  - F.** In reference to the faculty participation to the Faculty Professional Development events, there needs to be standardization/consistency between deans as to their faculty, where there are deans on the Norfolk Campus that make this mandatory, for ALL their faculty.
- V. Campus Reports (20 min)**
  - A.** (2:25 PM) Chesapeake - Rianna Amolsch Very little noteworthy for the College senate, there is interest amongst the senators in the class scheduling process, but the response was very limited. The Chesapeake Humanities is planning an A & B summer schedule with the A course(s) starting May 23rd and the B course(s) starting June 7th and both running for 8 weeks.
  - B.** (2:26 PM) Norfolk – Jim Holden for Judy Gill There was much discussion on the dual enrollment as it pertains to the Norfolk campus and the Norfolk Public Schools, to where the way it stands at present,

the TCC faculty is expected to continue teaching at the NPS facility after the TCC contract period. The Chair referenced conversations at the Executive Staff level, and forwarded references for the Norfolk Provost and appropriate deans to meet and comply with. There was much discussion in reference to the class scheduling policy. The Norfolk Senate also discussed the class cancellation procedure and the large amount of student enrollment occurring the last week of registration prior to the first day of class.

- C. (2:34 PM) Portsmouth – Tom Siegmund It is business as usual at Portsmouth, where they encountered a smooth transition through elections.
- D. (2:35 PM) Virginia Beach – Jim Roberts mentioned that there is a Tech Support Event and OIS where the Learning (or technical), the old A/V terminology, exists on each campus. They will respond with the work request. Should you NOT mind their response while your class is in session, note that on the trouble call. It was reiterated that there are new, recent Federal restrictions to Financial Aid as to how it applies to degree seeking programs. After elections were held, Tom Geary was elected the new incoming campus chair

**VI. Committee and Representative Reports (40 min)**

- A. (2:41 PM) Awards Committee – Mike Adams STATED THE COMMITTEE IS AWAITING INPUT FROM THE Rewards and Recognition Committee for the Outstanding Faculty Nominee. No further report for the 2015-2016 committee.
- B. (3:30 PM) FDEP – Revised Plan – Monica McFerrin for Judy Gill expressed accolades to Chair Judy Gill for her stewardship on an extremely productive semester in regards to the committee’s accomplishments to the FDEP. The results of the Student Evaluation Data questionnaire. With 169 respondents, the following breakdown is provided:

	Response Percent	Response Count
Summative Data (reviewed by the Dean/Director as a	13%	22
Formative Data (reviewed by the faculty member and	32.5%	55
Both	23.1%	39
Neither	20.7%	35
No Preference	10.7%	18

There were 33 respondents that included comments to the survey (can be provided upon request)

- C. (2:42 PM) Reward and Recognition – Monica McFerrin for Kimberly Griffin stated that the committee is interested in making the recognition more meaningful to the recipients, with the goal of this being an event looked forward to.
- D. (2:45 PM) Textbook – David Kiracofe the committee has worked on development of a document, where the editing is in process and will be forward to the College Senate shortly.
- E. (2:46 PM) Professional Development – Joe Joyner reported that the Fall 2015 requests for professional development funds was far ahead of recent years, with a projection of early depletion of the account, but with the advent of the Spring 2016, there has been a drastic decline from historical past with the current balance of \$52,289. He went on to talk about the various funding available to Full time, adjunct, and professional faculty, and clarification on what these funds can be used for and when they are releasable/payable.
- F. (3:02 PM) CFAC – Ellyn Hodgis provided a review of the CFAC minutes distributed on the 28<sup>th</sup> of May 2016 at 10:50 AM. Item’s of note were the President now has final approval of changes/updates to the FDEP, that is is no longer desired at the VCCS level; Reiteration of the changes to the Federal restrictions to Financial Aid; The issue of the VCCS being the largest user, nationally, of Blackboard, where the support has been extended for another year; discussion on the new phased/early retirement plan to reduce force levels, and the inequity with the progression of the Associate Instructors advancing to

Fulltime positions, where State law prohibits any pay raise above a limited percentage, thereby making advancement non-advantageous.

**G. (3:51 PM) Secretary, Mike Adams**

1. No report

**H. (3:51 PM) Treasurer, Judy Gill**

1. No report

**VII. Review of Old Business: (30 min)**

**A. (3:52 PM) Inclement Weather Notification**

There is a search for the electronic version to the Student Notification of Monday, February 15, 2016 at 6:50 AM. It is suggested that this may be a “cut and paste” version of the event.

**B. (3:55 PM) Class Scheduling**

It was reported that there is no substantial change to the ongoing development of the course scheduling. The faculty remain involved through this process.

**C. (4:00 PM) Dual Enrollment**

As discussed during the Norfolk senate report, there needs to be College wide review to the regulations and enforcement of the credentialing of instructors and course content, as it has serious effects as to the faculty members liability coverage. It was noted that the TCC faculty member CANNOT withdraw a high school dual enrollment student as they are NOT a TCC student, but a student of the Public School system involved.

**VIII. Action Items**

**Purpose:**

<p><b>(4:07 PM) TCC Alerts College Notifications</b> Time: 15 min Lead: Monica McFerrin</p>	<p>Discussion &amp; Vote There was brief discussion of the motion listed below prior to the vote. <b>Aye: 15      Nay: 0      Abstain: 1</b></p>
<p><b>(4:12 PM) Election of 2016-2017 Officers</b> Time: 10 min Lead: Monica McFerrin</p>	<p>Discussion &amp; Vote The following positions each received ONLY one candidate each, and ALL were accepted by acclamation <b>Treasurer: Jim Holden</b> <b>Secretary: Judy Gill</b> <b>Chair: Monica McFerrin</b></p>

**Motion to adopt the following faculty position regarding TCC Alerts announcements:**

The College Faculty Senate asks that all future TCC Alerts regarding college operations indicate only whether the College or building(s) are open or closed. Students should be referred to their syllabus for further instructions regarding class cancellations.

**Dual Enrollment Contract Language**

“The College will provide a minimum of 750 minutes of instruction (to include testing and evaluation) for each lecture credit or lab contact hour per semester to School/System students enrolled in college courses under this Agreement.”

**IX. Items from the Floor**

- A. (4:19 PM) There were no items presented from the floor.

**X. Next College Senate Meeting – September 5 2016. Meet and greet at 1:30pm, meeting at 2:00 PM – Portsmouth Campus, Location TBD.**

**XI. Close: The May 2016 meeting closed at 4:19 PM**

Respectfully submitted,



**Michael B. Adams**  
Secretary, College Faculty Senate

DRAFT