



## College Faculty Senate Minutes

**Date & Time: Thursday, November 6, 2014, 2-4:30 PM.**

**Location: Portsmouth Campus Room C-205.**

**Attending:** Bobby Rowe, Sr. (C), Judy Gill (N) (Senate Chair), Dick Gill (N) (Sub for Ivory Warren), Jim Holden (N), Karl Moore (N) (Adjunct Representative), Tom Siegmund (P) (Senate Chair), Lorenz Drake (P), Jim Benson (P), Nancy Prather-Johnson (P), Rita Bouchard (P), Anne Mach (VB), Mike Adams (VB), Ellyn Hodgis (VB) (College Senate Chair), Frank Futyma (VB), Lou Tinaro (VB), Ruth Shumate (Library), Allison Harwell (Counseling),

**Non-attending:** David Kiracofe (C) (Senate Chair), Carolyn Satz (C), Kevin Brady (C), Ivory Warren (N), Harlan Krepcik (P), Monica McFerrin (VB) (Senate Chair), Gary Noah (VB), Kathy Buhner (VB), Mark Greer (VB),

### ***I. Call to Order at 2:02 PM***

#### **A. Introduction of Senators**

### ***II. Approval of Minutes of October 2, 2014 Minutes 2:10 PM***

**Motion:** To approve the minutes. **Motion passed.**

### ***III. Guests - Virginia Zillges-Dean of eLearning***

#### **Lynn Rainard – Faculty Liaison, eLearning**

- A. Dean Zillges presented the Faculty Senate an overview of eLearning and its recent restructuring and services.
  - 1. LMS Workshops available on Blackboard
    - a. Some of the offered Blackboard training is presented by vendors, i.e. Blackboard Corporate Trainers.
      - 1) The multi-day training offered may be attended in pieces, as it accommodates each faculty member's schedule.
    - b. TOP-Elite training was discussed with lessons learned and what is planned for future incorporation to the QM process.
    - c. eLearning initiatives

### ***IV. Reports of Senate Officers***

#### **A. Faculty Senate Chair Report, Ellyn Hodgis**

- 1. Swipe card access to all Batten Labs by end of year for all faculty
- 2. Survey of Faculty and Deans for evaluation of the FDEP Plan
  - a. Solicit Input from faculty
- 3. Interpretation of the teaching portfolio and APPDP
  - a. Serving on a Governance committee will be able to be used more than one time
  - b. Discussion of administrative document needed
- 4. Interpretation and Implementation of R&R
- 5. New Commencement Gowns
- 6. Consensual Relationship policy recommendations returned to Executive staff and most implemented-left editorial, sec. 220 removed, changed language for familial section
- 7. Each one Counts Campaign
- 8. Developmental Ed-Using and customizing Enrock, VCCS recognizing problems
- 9. Signature Blocks... DO NOT use emoticons or quotes in the signature line

10. Staff Gym Memberships-talk of nominal fees for faculty
- B. **Secretary, Mike Adams**
  11. Check attendance roster for accuracy
- C. **Treasurer, Judy Gill**
  12. The balance for academic year 2104-2015 remains at \$5,000.
- D. **Faculty Senate Vice Chair Reports:**
  1. **Chesapeake Campus, David Kiracofe**
    - a. We met on November 4 (because our regular meeting time was taken for Faculty Development Day).
    - b. At Chesapeake we can report that Dr. Judy McMillan will serve as interim dean of Languages, Math and Sciences through the end of this calendar year and that Mr. Tom Stout will take over that role in January.
    - c. Searches for two new deans will begin soon (possibly as soon as November) with the re-organization of disciplines. There will a new dean for STEM and one for Humanities and Social Sciences.
    - d. Parking will be a challenge while the new garage is being built but steps are being taken to minimize the issues
    - e. The Grove stage will be relocated closer to the Pass Building as well to get it out of the way of the new construction
  2. **Norfolk Campus, Judy Gill**
    - a. We met on October 28th.
    - b. There was a lively discussion concerning the Professional Development day held October 21<sup>st</sup>
      - 1) While PD schedule was based on the 16 week and 8 week academic calendar, it was a difficult event where 12 week, 10 week, and hybrid classes were concerned. Additionally, the science classes with structured labs set up were impacted.
      - 2) Norfolk requested that the FSVA representative exchange ideas in regards to the FDEP with the other VCCS colleges at the next meeting
  3. **Portsmouth, Campus, Tom Siegmund**
    - a. Raised the issue of poor communication campus and college wide
    - b. There is the appearance of a morale issue amongst the Portsmouth faculty
      - 1) A climate survey is planned to determine extent
      - 2) It seems that the FDEP might be a prime cause
      - 3) Other campuses interjected that there are morale issues on their campuses, ~~more in~~ including the area of counselling services.
        - a) Open counselling positions have been deleted in the budget reclamation effort, with the positions being replaced by Classified staff in Level 4 pay scale as Student Advisors
        - b) Can the First Year Success funds (I don't know if this is the correct term) be implemented into acquiring more counsellors?
  4. **Virginia Beach Campus, Monica McFerrin**
    - a. Discussed the office lock replacement program and the issues it presented
    - b. Reviewed the Q&A with Dr. DeMarte. Feedback presented at the FS Executive meeting
    - c. Blackboard issue of system slowness, timeliness of upgrades, and lack of 24/7 support to accommodate the online population.
    - d. The FDEP Teaching portfolio was discussed
    - e. Asked the faculty to please note when they experience computer "slowdown" and report the occasion to their provost and senate chair. Documentation will expedite network repair/upgrade(s).

## **II. Reports of Faculty Senate Committees**

### **A. Adjunct-Mike Adams**

1. At present, those adjunct teaching 12 credits cannot receive the 0.5 hour differential pay as it exceeds the 12 hour cap per semester allowed by VCCS. The goal is to move this away from counting against the workload. Choices offered might be:
  - a. Flat rate for everyone;
  - b. Based on per credit hour pay (currently being done);
  - c. Do away with differential.
2. The Fall Semester 2014, currently forty-seven percent of adjuncts receive differential pay at a cost of \$280,000 per year.
3. Of a total of 65 adjunct responses were received, where 18 (27.7%) responses being non-vote comments.
4. So, looking at ONLY those casting a vote for the options, 47 VOTES were received, giving Option a. 8 votes (17.0%); and Option b. 39 votes (83.0%).
5. This information was presented to Dr. DeMarte

## **III. Reports from Other Committees, Groups, or Individuals**

### **A. FSVA-Frank Futyma**

1. Meeting Saturday, October 8<sup>th</sup> at William and Mary

### **B. PAPC-Kelly Gillerlain**

1. Christine Damrose Mahlmann-Chair
2. Charged with creation of a Vision and Mission Statement
3. Kelly Gillerlain chair of this sub-committee
4. All Governance Committee's must see that by-laws are up to date
5. All committee minutes to Chair with Bullets of items of interest, chair will post minutes to keep sites up to date

## **IV. Unfinished Business:**

- A. **Textbook Policy** – the committee is drafting questions for the President and Dr. DeMarte for clarification of charge(s) before going forward.
- B. **FDEP-Full time Faculty Development and Evaluation Plan**
  1. ePortfolio-required as of 2015, this is the C2 & C3 part of the plan
  2. training on the use of the ePortfolio to be provided in Batten Centers
  3. faculty must prove that they “meet expectations”
  4. Multi-year Appointment Committee
    - a. Reviewing teaching Portfolios of faculty that “Does Not Meet Expectations” prior to those that do “Meets Expectations”
    - b. Reviewing those who have completed the summative evaluation process, but the committee members have not.

- c. The FS Executive committee recommended providing the Multi-year appointment committee with samples of “Meets expectations” examples as a baseline when making recommendations to the President on those who “Do Not Meet Expectations.” Dr. DeMarte agreed.
5. Summative Evaluations – be aware of 2014 deadline(s)
6. Preparation estimates range from 45 minutes to many hours (50)
7. Reward and Recognition – Some Portsmouth faculty refusing to participate
8. Surveys of both deans and evaluated faculty to be conducted to evaluate the FDEP.

## **V. New Business**

### **A. Professional Development Day**

1. Some disciplines felt that the options provided did not enhance their professional development
2. Some deans required faculty take personal leave when not in attendance but working in their offices
3. MTE classes (4 weeks) lost a day of instruction
4. Professional Development made available for complete objectives in the FDEP
5. It was requested that the FS move forward from the problems to create positive solutions.
  - a. Request a date change for the event.
  - b. Prepare sessions that better meet the needs of the division faculty
  - c. Provide refreshments for an all-day event
  - d. Allow faculty to choose their professional development priorities (it is the faculty’s responsibility to “meet expectations.”)

### **B. Bylaws**

1. Due to the upcoming accreditation it is requested that all senate by-laws be reviewed and updated as necessary

## **VI. From the Floor**

1. The upcoming retirement of Dean Carolyn McLellan was announced. Bill Clement to be interim dean effective 1 Jan 2015.

## **VII. Next College Senate Meeting – December 4, 2014. Meet and greet at 1:30pm, meeting at 2:00 PM – Virginia Beach campus, Student Center K-304.**

## **VIII. Close meeting closed at 4:54 PM**

Respectfully submitted,



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