



College Faculty Senate Minutes

Date & Time: Thursday, November 3, 2016, 2-4:30 PM.

Location: Chesapeake Campus, Whitehurst 2057

Attending: Monica McFerrin (Senate Chair); Judy Gill (Norfolk Campus Chair, Secretary); Nancy Prather-Johnson (Portsmouth Campus Chair); Tom Geary (Virginia Beach Campus Chair); Bobby Rowe (C); Sarah DiCalogero (N); Adam Becker (P); Gary Noah (B); Lorenz Drake (P); Siabhon Harris (P); Tom Siegmund (P); Garrison Libby (Library); Emily Wilson (C); Jennifer Hopkins (); Joe DeLong ();

Non-attending: Rianna Amosch (Chesapeake Campus Chair); Kevin Brady (C); Olivia Reinauer (P); Anne Mach (B); Ellyn Hodgis (CFAC); Jim Holden (N); Frank Futyma (B); Kathy Buhner (B); Angela Bell (B); John Krenzke (B); Crystal Stafford (B)

Guests Present: Amanda Leo (Chair Instruction Committee)

- I. Call to Order 2:00
- II. Review and Approval of Minutes: Approved as amended
- III. Chair Report:
 - A. Please make sure information is accurate on your campus when possible.
 - B. SACS – report will be available in about a month. We did well but there are 6 items for compliance recommendations. No critical violations. workforce development – work needs to be done; faculty credentialing – 3 A&P faculty out of compliance; other 4 surround insufficient information regarding the QEP. Complimented the collaborative nature of our institution. Faculty lead pilot is critical to SACS accreditation. Will know in June if we are reaffirmed.
 - C. B&N sales down 10%. Integrating with SIS to create link to student books for class using Faculty Enlight – make sure book orders are done before registration.
 - D. Enrollment initiative – schedule will be included in Working Calendar.
 - E. David Warren identified as VCCS outstanding adjunct
 - F. Soliciting suggestions for using Senate funds this year.
 - G. Dr. Kolovani comes to senate meetings once a semester, will invite to December meeting
 - H. Kathy Beaudin passed away, there is an event in Sat Nov 5 at 3pm to celebrate her life.
 - I. If you cannot come to a College Senate meeting let your chair know so he/she can find an alternate.
- IV. Secretary & Treasurer Reports: none
- V. Campus Reports:
 - A. Chesapeake: Emily Wilson - *Of Mice and Men* will be presented. Faculty are encouraged to attend. Faculty Pilot discussion – seems too big to be a pilot and release time issues. Other concerns to be addressed during general.

- FDEP tool – problems with new tool, some information not able to transfer over from Portfolio to submission tool and no help was available.
- B. Norfolk: Judy Gill – Norfolk Women’s Center inactive, asked the senate if other campus Women’s Centers are active. Yes. Other items covered elsewhere in the meeting.
 - C. Portsmouth: Nancy Prather-Johnson – Adjuncts agree that the .5 stipend is inequitable but believe that \$200 is too low as a replacement. Activity hour – Provost is in support but feels that it is a dean decision. The deans are mostly supportive; except there are some classes that cannot accommodate activity hour. Otherwise Portsmouth is in agreement. Will attend Management Team meetings. Provost is supportive of the Pilot and is necessary for SACS
 - D. Virginia Beach: Tom Geary – The Virginia Beach campus Faculty Senate discussed the following issues:
 - Administrative chart: The Senate passed a motion to bring to College Senate regarding transparency of a college organizational chart. Motion: The Senate moves that administration provide and maintain on our college-wide intranet a current organizational chart with numbers of full-time employees in each office.
 - Communication to Faculty: Senators discussed the proper channels of communication to faculty.
 - Open Dialogue with Dr. DeMarte: The Virginia Beach campus will hold an Open Dialogue with Chief Academic Officer Dr. Daniel DeMarte on Thursday, Nov. 10 at 12:30 p.m. in JA-12.
 - Blackboard E-mails: Revisions to the lengthy subjects for e-mails sent via Blackboard were discussed and will be brought to the CFAC representative.
 - Other. Recording campus Senate meetings was discussed and will be piloted. The Senate was updated on the latest FACA updates. The next steps of the Faculty Leads Pilot were discussed. FacultyEnlight was reviewed as an option for adopting textbooks. The arduous nature of the General Education Assessment procedure was discussed. The Senate tabled discussion of creating a campus student award. The Senate approved of sending the College Senate recap to administration to promote transparency. Division meeting frequency was discussed and determined to be inconsistent but not problematic. Co-Director of Student Activities Emily Hartman discussed opportunities for faculty use of the Virginia Beach Student Center.

VI. Committee and Representative Reports

- A. Adjunct Committee: Monica McFerrin on behalf of Frank Futyma - FSVA Meeting in Mary Washington and Frank Futyma would like to use FS funds to pay for reasonable expenses. Senate has no objections.
- B. CFAC: Dec 4 and 5, let Ellyn Hodgis know if there are issues to be addressed. From VB Campus, Bb subject lines. Ask for check box on college application to indicate that they understand there may be subjects that they don’t agree with at college.

- C. Faculty Senate of Virginia – no report
- D. FDEP: 72 votes cast, 63 yes, 5 no; revisions passed at a 92% approval rating based on a majority of members who voted. Chesapeake – should we be concerned that the number of participants were so low? Also concerned there was no opportunity for qualitative feedback. This was purposeful, the qualitative feedback was ongoing. How would we encourage faculty to vote? Concern noted that there was statistical bias based on the small number of faculty who have voted.
- E. PAPC: Monica McFerrin - Committee met, charges issued. Email from chair will go out this week with charges and vacancies.
- F. Reward and Recognition: Monica McFerrin – Call for members went out, we have volunteers from Norfolk and Portsmouth, need members from VB and Chesapeake. Committee needs a chair.
- G. Textbook Committee: Monica McFerrin – Committee met last year and was not comfortable drafting a policy because of the varied needs of the disciplines across the college. Instead they developed a philosophy that informs textbook adoption. Take back to campus senates for comments and feedback.

VII. Review of Old Business

General Education Assessment Procedure: Nancy Prather-Johnson – There were concerns about the Authentic Assessment tool. TCC is required to assess student learning so must participate in GEA. The tool was created because there were many N/A responses. There was some discussion. Amanda Leo attended to help clarify. Perception is that assignment is being assessed instead of student work. Amanda Leo will bring feedback back to Instruction Committee.

VIII. Action Items

A. College Organizational Chart: Tom Geary

Motion: VB Faculty Senate moves that the administration provide and maintain on our college-wide intranet a current organizational chart with numbers of full-time employees in each office.

There was some senate discussion. This is related to budget cuts and hiring freezes. This would enhance transparency.

Amended motion: VB Faculty Senate moves that the administration provide and maintain on our college-wide intranet a current organizational chart with supervisor's names and numbers of full-time employees in each office. Motion passed: 1 abstention.

The Faculty Senate loses quorum at 3:58 p.m., so remaining items on the agenda are only informational.

Activity Hour - Discussion was tabled.

Course Enrollment Cap Appeal Procedure - A literature review found that classes larger than 35 students adversely affect student learning. The procedure for appeal has not yet been created to lower course caps.

Out of State Travel Restrictions - The letter to be e-mailed by Joe Joyner is still in the process of being revised by Faculty Senate chairs. The arbitrary nature of the travel restrictions was discussed. Further discussion was tabled.

Adjunct Stipend - Senators discussed the importance of adjunct faculty morale and retention of the travel stipend. Solutions for maintaining the travel stipend were discussed. There is no update from administration regarding the adjunct travel stipend.

Faculty Handbook - The Faculty Handbook will remain a static document and be updated once a year. All changes will come to the Faculty Senate each May.

Open Dialogues - Assessment of Open Dialogues is a campus-based decision.

Faculty Leads Pilot - Chief Academic Officer Dr. Daniel DeMarte will e-mail a full list of discipline leads and program leads after all positions have been confirmed. Only 9 programs are in the scope of pilot. The next phase is a series of meetings for discipline leads (there are 36 discipline leads). The plan is to have a college-facing Sharepoint site with constant information and contact persons and a Blackboard site for discipline leads and program leads. Concerns regarding transparency of all discipline leads - including those outside of the pilot - and involvement of discipline leads outside of the pilot were addressed. Equity of released time for discipline leads inside and outside of the pilot was discussed. Senators agreed that the formative pilot is a culture shift. An e-mail update regarding the Faculty Leads Pilot is expected next week.

Action Items (continued)

Chair Recap - The Chair had asked each campus chair to identify if there is any opposition to sending a clearly identified chair recap to faculty and select administrators to increase transparency; there was no opposition.

Faculty iPads - Action item is tabled until the next meeting.

Items from the Floor - None

IX. Close - The November 2016 meeting adjourned at 4:51 p.m.