



## College Faculty Senate Minutes

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

**Location: Norfolk Campus Martin Building Room 2610.**

**Attending:** David Kiracofe (C) (Senate Chair), Kevin Brady (C), Judy Gill (N) (Senate Chair), Dick Gill (N) (Sub for Ivory Warren), Karl Moore (N) (Adjunct Representative), Harlan Krepcik (P), Lorenz Drake (P), Monica McFerrin (VB) (Senate Chair), Mike Adams (VB), Frank Futyma (VB), Ellyn Hodgis (VB) (College Senate Chair), Anne Mach (VB), Gary Noah (VB), Mark Greer (VB), Ruth Shumate (Library),

**Non-attending:** Bobby Rowe, Sr. (C), Carolyn Satz (C), Jim Holden (N), Ivory Warren (N), Tom Siegmund (P) (Senate Chair), Nancy Prather-Johnson (P), Rita Bouchard (P), Kathy Buhner (VB), Lou Tinaro (VB), Allison Harwell (Counseling).

### ***I. Call to Order at 2:00 PM***

A. Introduction of New Senators

### ***II. Approval of Minutes of September 4, 2014 Minutes 2:02 PM***

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

### ***III. Guests***

#### **A. Mr. Fred Stemple – AVP of Faculty Professional Development**

1. Provided a handout with the October 21<sup>st</sup> Professional Development agenda for the college
2. He reviewed the first forty days of the current academic year.
  - a. Reviewed the status of Task Force II
  - b. Demonstrated the Faculty Professional development link on the TCC web site.
  - c. Faculty are to use the Non-credit Enrollment application. This is linked to the FDEP
3. Mr. Stemple reviewed the Batten Center operations
  - a. Faculty Senate motion of September 4 meeting relayed concerning faculty access to the lab's.
4. Presented the newly formed Faculty Development committee, chaired by Dr. David Wright.
  - a. Faculty representation from ALL campuses and a majority of disciplines represented.
  - b. Main purpose development of meaning professional development training

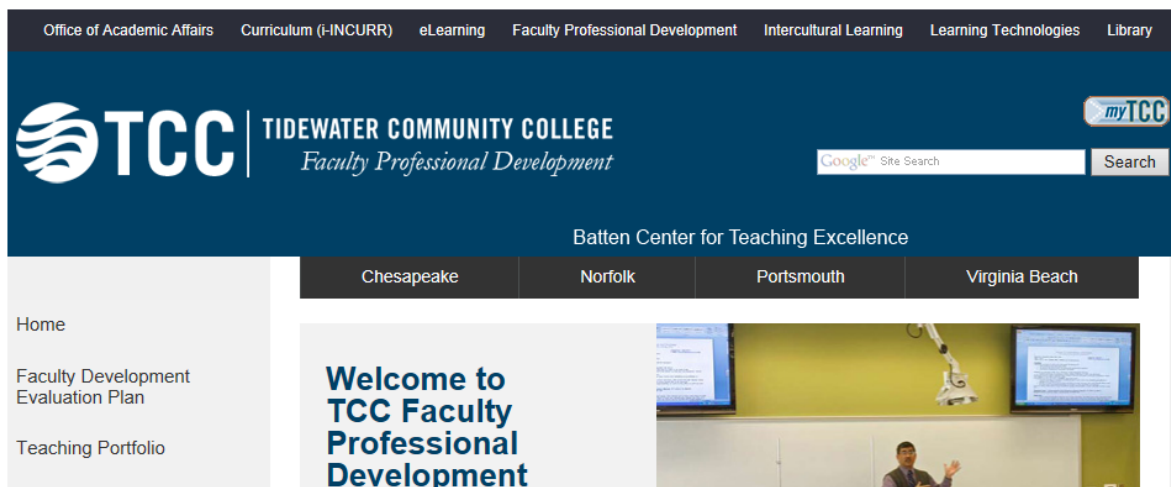
#### **B. Mr. Frank Dunn – Executive VP – Policy on Consensual Relationships**

1. Mr. Dunn presented the proposed college Policy on Consensual Relationships
  - a. He requested the Faculty Senate review the policy proposal and forward any recommendations and/or endorsements no later than Wednesday, October 8, 2014 for presentation to the Executive Staff.
2. At 3:07 PM, Mr, Dunn departed
  - a. The senate discussed the proposed policy and decided to forward proposals to Ellyn Hodgis no later than Tuesday, October 7, 2014.
  - b. The senate will respond their vote by email Wednesday,

#### IV. Reports of Senate Officers

##### A. Faculty Senate Chair Report

1. Faculty input to SACS COC QEP
2. Child care populations are below projections
  - a. This is not providing an acceptable profit margin
  - b. Rates have been changed to improve use
  - c. Financial Aid is accepted
3. Overall college enrollment is down approximately 6%
  - a. Enrollment is lowest amongst returning students and older students
4. Reward and Recognition committee needs to be formed,
  - a. Not all campuses have representation, and the others need more representation
  - b. Timeline is fast approaching
5. The mentor program for the FDEP has volunteers
  - a. There are mentors at Chesapeake, Norfolk, and Virginia Beach.
  - b. Portsmouth is seeking a mentor.
6. FDEP
  - a. It is up to the individual faculty member to schedule teaching evaluations
    - 1) It is NOT the dean's responsibility
7. Check the Faculty Development web page...there is good information



##### B. Secretary, Mike Adams

1. Check attendance roster for accuracy

##### C. Treasurer, Judy Gill

1. There is NO carry-over of last year's
2. All monies have been accounted for
  - a. The total of \$1,672.62 in outstanding liabilities was not a Faculty Senate liability and all monies were returned
3. The balance for academic year 2104-2015 is presently \$5,000.

D. Faculty Senate Vice Chair Reports:

1. **Chesapeake** Campus, David Kiracofe
  - a. 2<sup>nd</sup> meeting of the year held in September
  - b. The senate was presented with Batten Center briefing on equipment, etc.
  - c. There was discussion on the upcoming faculty meeting with Dr. DeMarte on October 13 from 12:30 – 2:00 PM
  - d. They had a meeting with the provost
    - 1) Discussed the upcoming departure of the dean
    - 2) Loss of dean is going to result in the addition of two deans in return
    - 3) Replacement timeline is tenuous at this time
2. **Norfolk** Campus, Judy Gill
  - a. Meeting held September 23<sup>rd</sup>.
  - b. New Provost hired, currently in limbo before taking helm November 1<sup>st</sup>.
  - c. The senate is attempting to coordinate meet & Greet with the new provost
  - d. Norfolk campus is participating in the annual Grand Illumination parade
  - e. Town Hall meeting with Dr. DeMarte
    - 1) Developing material for Q&A
3. **Portsmouth**, Campus,
  - a. Meeting held
    - 1) Developing material for Q&A
    - 2) By-Laws revisions completed and posted on the web site
    - 3) Town Hall meeting with Dr. DeMarte and Dr. Ying on 11/10/2014 in the Forum
      - a) They plan on using a moderator format for program continuity
  - b. Tom Siegmund to join the Rewards and Recognition committee
    - 1) This is to diffuse the influx of volunteers for this all important requirement
4. **Virginia Beach** Campus, Monica McFerrin:
  - a. The VB senate currently has two vacancies, one in social sciences and one adjunct representative.
  - b. The Dr. DeMarte Town Meeting to be held in the Student Center in room K330
    - 1) Topics for the meeting are presently: the faculty's role in governance; textbook policy; online/eLearning; faculty leadership;
  - c. **.5 Differential for Adjuncts Who Teach 2 or More Days a Week for a Single Class that Meets During a Regular Session:** Dr. DeMarte is supposed to send out an email to adjuncts asking their preference. At present those adjunct teaching 12 credits cannot receive this pay as it exceeds the amount allowed by VCCS, The goal is to move this away from counting against workload. Choices might be: 1- Flat rate for everyone, 2 - Based on per credit hour pay (currently being done), or 3 - Do away with the differential. Forty-seven percent of adjuncts receive differential at a cost of \$280,000 per year. Phyllis Milloy needs a decision by October 1.

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

- A. Nothing to report

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

- A. FSVA-Frank Futyma
  - 1. 11/18 is the next meeting to be held at either William & Mary or ODU
    - a. That is the ODU homecoming against FIU
  - 2. Retirement programs once again came to the front
    - a. Potential changes are being drafted for consideration
  - 3. Dependent tuition reduction to 50% for faculty
    - a. It passed the state senate, defeated at the house of representatives
- B. VCCS Professional Development Committee-Tom Geary
  - 1. Meets Sept. 18-19 in Midlothian

## **VII. Unfinished Business:**

- A. Textbook Committee –
  - 1. Lengthy and lively meeting
  - 2. Need to involve stakeholders input
  - 3. Considering inviting Dr. Kolovani and Dr. DeMarte to address the committee
- B. Academic Town Hall meetings
  - 1. Chesapeake      October 13      12:30 – 2:00 PM      Room 2057
  - 2. Norfolk            October 30      3:30 – 5:00 PM      Martin Bldg., Room 2610
  - 3. Portsmouth        November 10                              Forum
  - 4. Virginia Beach    October 9        12:30 PM                              Student Center Room K330

## **VIII. New Business**

- A. eLearning
  - 1. Coordinate with VCCS IT department for scheduled Blackboard upgrades.
    - a. Upgrades during semester are unnecessary
  - 2. Training offered training
    - a. Three day sessions does not facilitate faculty schedules
  - 3. TOP's Elite training
    - a. Miscommunication between faculty and students on course schedule.
    - b. Had to be reschedule
    - c. Blackboard not prepared for course
  - 4. Task Force II not operating in conjunction of AVP Stemple
  - 5. Virginia Beach senate proposes that the senate engage Virginia Zillges, Dean of eLearning as a guest speaker
  - 6. Faculty mentors
    - a. As per page 16 of the FDEP
    - b. Return to campuses and through campus senate activities, determine potential mentors
  - 7. Multi-year appointment - Paper distributed by Dr. DeMarte is out of date and has no relationship to current guidelines contained within the FDEP
    - a. Does not cover the Summative Evals
    - b. This is currently contained in the electronic portfolio

8. Norfolk Senate - addressed the "2 week assessment/Early Observation Evaluation"
  - a. The question is to how this is implemented/incorporated
  - b. The other campuses are not aware, or evaluated on this issue.
  - c. They are referred to the C3 appendix to the FDEP.

**IX. From the Floor**

- A. Test Centers availability for graduation Fall 2014
  1. Test centers available to ALL student in classes impacted by the graduation change.
    - a. DO NOT send entire class at the same time
    - b. Have exams available for a set period.
    - c. An explanatory email is forthcoming
  2. In regards to the passage of the College Faculty Senate motion of September concerning the OLC as follows:

**Motion:** The College Faculty Senate asks the Online Learning Committee to continue online faculty meetings to define best online teaching practices for TCC by the end of the fall 2014 semester, as a first step, with an initial goal of improved student retention and success.

There was a call by the OLC to dissolve the ad hoc committee

**X. Next College Senate Meeting – November 6, 2014. Meet and greet at 1:30pm, meeting at 2:00 PM**  
– Portsmouth campus, location TBD.

**XI. Close meeting closed at 4:39 PM**

Respectfully submitted,



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