

Attending: Angela Bell (VB); Kathy Buhner (VB); Maureen Cahill (VB); Stacey Deputy (C); Sarah DiCalogero (N); Jennifer Dixon-McKnight (N); Susan Dozier (VB); Lorenz Drake (P); Judy Gill (N); Richard Gill (N); Siabhon Harris (P); Alison Harwell (VB/Counseling); Todd Hilton (VB); Ellyn Hodgins (VB); David Kiracofe (C); John Krenzke (VB); Sean LaCroix (C); Garrison Libby (VB); Monica McFerrin (Past-Chair); Nancy Prather-Johnson (P); Olivia Reinauer (C/Library); Tom Siegmund (P)

Guests Present: Cameron Russell, Jenean Wright, Harlan Krepcik, Nicole Hardy, Elizabeth Harris, Geraldine Wright, Dianne Wagner

- I. Call to Order at 2:03 p.m.
- II. Special Guests – Dr. Kolovani and Dr. DeMarte
College update and Guided Pathways/Pathway Deans

Dr. Kolovani discussed enrollment, the College budget, and Guided Pathways/Pathway Deans. Several documents were distributed:

- TCC FTE Enrollment History (by Curt Aasen) – There was an increase in buildings/Centers and staff leading up to highest enrollment point in 2011-12
- VCCS Annual FTE Enrollment – decline across VCCS. In Virginia, the college-bound high school student rate has decreased more than any other comparable state.
- Comparison report from the previous week for FTE, Headcount, and Credit Hours – students are also taking fewer credit hours
- Excerpt from JLARC Report - Per student FTE spending. We are on par with NOVA and other larger colleges. Smaller colleges have the highest spending per capita.
- Tidewater Community College 2017-18 State Operating Budget – There is another \$8.5 million gap that must be closed this year. Communication about how to address this is coming soon and will be followed by campus town halls. Summer pay will not be affected.
- General (State) Funds vs. Tuition – Declining enrollment and less allocation from the state, in addition to changes from performance-based funding.
- Performance-based funding criteria

Other notes on the budget and enrollment: Digital and marketing interventions are in place. First-time in college full-time numbers have gone up. TCC had to fund 1/3 the cost of salary increases from last year.

Question about why tuition appears to be more expensive at TCC than other VCCS colleges. It's fees for the Student Centers (\$5 per credit hour) and the parking fee (construction of CH garage and possible future VB garage).

Guided Pathways: As requested by the Senate, additional faculty have been added to the Advising Taskforce and the P.A.C.E. committee. Dr. Kolovani explained the history behind the decision to move to a Pathway Deans model (titled "Lead Dean" in the PACE presentations provided last spring), as well as the selection method. Dr. Kolovani stressed that nothing has changed yet, and that logistical details are still being decided. Now is the time to converse with designees about their roles. Because disciplines are different from Pathways, the Pathway

Deans will not always have disciplinary expertise. Rather, they are administrative leads. Some program areas will be ready sooner than others. Expect 2-3 to be implemented in the spring.

The Senate commented on the importance of building from the classroom up, not only from the top down.

Statement on current campus climate: Dr. Kolovani read a prepared statement regarding recent faculty unrest. She agrees that transparency and communication do need to improve, particularly in shared governance and the PAPC. However, communication needs to happen with integrity rather than hostility or adversarial relationships.

Dr. DeMarte distributed a timeline of Guided Pathways, including sample documents, back to the strategic plan and the start of Dr. Kolovani's presidency. He distributed a second document listing meetings that predate the more detailed timeline, and a document with names of Guided Pathways workgroup members.

- III.** Review and Approval of Minutes – September 2017 minutes approved as amended
- IV.** Chair Report – Judy Gill
See Appendix
- V.** Secretary Report – Olivia Reinauer
No report
- VI.** Treasurer Report – Tom Siegmund
\$2423 in budget. Request from Ellyn Hodgis for lodging costs to attend CFAC meeting was approved.
- VII.** Campus Reports – Campus Chairs
See Appendix – One addition to Norfolk report: Dialogue with Dr. DeMarte will be on 10/31 at 12:30 in Martin 2610
- VIII.** Committee and Representative Reports
 - A.** Adjunct Committee – Vacant
Elizabeth Harris and Amanda Burbage volunteered to serve on the committee
 - B.** Faculty Development and Evaluation Plan – Vacant
Judy will continue until a replacement can be found. Campus chairs will seek volunteers. Committee approves occasional changes and provides APPDP mediation as needed.
 - C.** Professional Development – Joe Joyner
Full-time and adjunct “pots” separated. Full-time has \$204,000 with \$70,580 already awarded. Adjunct has \$40,000 with \$13,095 already awarded.
 - D.** CFAC – Ellyn Hodgis
CFAC will meet November 2, 2017. Ellyn should have a report for the December Senate meeting.
 - E.** FSVA – Vacant
Nancy Prather-Johnson volunteered to serve as the representative. The Senate may need to pay a membership fee.
 - F.** PAPC – Nancy Prather-Johnson (Judy Gill)
See charge in Senate Chair report. There is a Blackboard site in development (under the direction of John Morea) for improved communication. Change to the bylaws to at the General Education Committee Chair to the group. The Senate agrees. PAPC will work on revising the college vision this year.
 - G.** VCCS Professional Development Committee – Fred Stemple
Request to post a schedule of TOP-ELITE courses will be shared with the Faculty Professional Development Committee. Clarification that QM content will now be rolled in to the last two weeks of TOPS. TOP-ELITE sessions are typically determined by the Deans and sections are scheduled when there

are around 20 individuals. Sessions are planned for spring and tentatively for early summer. Fred Stemple will publish dates when they have been determined. Amanda Burbage shared that there is typically at least one session offered each fall and spring. There is a pre-registration form on the Teaching Online webpage. Program and discipline leads should encourage faculty to pre-register to demonstrate demand.

- H. Rewards and Recognition & Awards – Vacant
Tom Siegmund agreed to serve

IX. Initiative Updates

- A. Advising – Added 5 faculty to task force and others to Faculty Advising subcommittee. Presentations scheduled on each campus
- B. Faculty Lead pilot – Judy Gill, Nancy Prather-Johnson will be taking lead to complete pilot
- C. PACE – Added 4 faculty
- D. Pathway Deans Council – Judy Gill
- E. Online Course Review – Bill Conner & Cameron Russell

Reported on rationale for decision to review online courses and method of review. 32% of reviews have been returned so far and the rest are due to Marsha Jurewicz this week. Deans were provided training and a checklist to use in reviewing courses. The checklist is a mix of rules and best practices, which is a potential concern. Will want additional information after data is compiled. Want to ensure that certain data is disaggregated, such as use of outside courseware (e.g. MyMathLab).

Senate agreed that campus chairs should send the following statement: Online course review should now be complete. If you have any questions, please contact me.

X. Old Business: (30)

- A. Norfolk Motion -The faculty senate convene an ad-hoc committee to report on the academic impact of the relationship between the Vice President of Academic Affairs/CAO/CEO office and shared governance over the last decade.
Motion was tabled with instructions to the Campus Chairs to bring back to campus senates for conversation.
- B. Sent Matt Baumgarten and email requesting review of 6/28 incident – this has been addressed.
- C. Sent email to Fred Stemple requesting a TOPS schedule posted (QM no longer supported) and asking to schedule a session during FDD and LI to openly, clearly, and completely discuss upcoming initiatives affecting students and faculty.
- D. Portsmouth: What is the grant process and does a policy exist to ensure that there are faculty representatives from each campus and each discipline that a grant may fund?
- E. Chesapeake: P.A.C.E. Experiential learning Rubrics-Would like the opportunity to revise the rubrics periodically. We have rubrics but the assignments don't exist yet.
- F. Chesapeake: Scheduling Policy concerns - Would like to change the language to allow classes more time to fill before canceling. Would like to ensure that the policy is used uniformly by all Deans. Would like to ensure that Deans consult with Discipline Leads before cancelling courses so that a student' ability to finish a degree isn't impacted.
- E. Chesapeake: Faculty Advising-concerns about time, training, and the need for more professional advisors/counselors

XI. New Business

- A. Virginia Beach Motions – Motion to request a salary equity study for the full-time teaching and professional faculty.

Motion passed with 12 in favor, 3 abstentions.

- B.** Chesapeake Motion - The syllabus builder be made optional in perpetuity and access to the syllabus templates be made available in iINCURR.

Motion passed with 13 in favor, 2 abstentions.

- C.** Portsmouth Motions – No motions

XII. Other items –

The Senate discussed the Advising taskforce presentation that some have attended at their campuses. The Senate may invite members of the taskforce to a future meeting for questions and discussion.

Suggestion to move motions to the beginning of the agenda for future Senate meetings.

XIII. Close – The meeting closed at 5:26 p.m. Next meeting will be November 2, 2017 in Virginia Beach.

Respectfully submitted,
Olivia Reinauer
Secretary, College Senate

APPENDIX:

Chair's report – Judy Gill

Motions:

Dr. Kolovani addressed the Senate motions in an email that was forwarded to all faculty. Additional faculty have been placed on Advising Task Force, Pace Steering Committee, and Campus Senate Chairs have been placed on Pathway Deans Council.

Pathway Deans Council:

After taking a break on 10/22, the Council met on Friday 10/29. At this meeting in addition to the discussion/presentations from Advising and PACE three of the four subcommittees (Staffing, Associate Dean position description, Disciplines) were combined to determine the best way to implement the Pathway Dean reorganization. Beginning Friday 10/6 the focus will switch to developing a model of the nine Pathways based on student data and current available human resources. From there the Council will modify the model to best place resources, taking input into consideration.

PAPC:

The PAPC got its charges. The main charge is finding a means of communication for the governance structure that allows for two-way communication. There is a change to the by-laws of the PAPC, listing the chair of the General Education Committee as a member.

Advising:

Two counselors and three teaching faculty were placed by the senate on the Advising Task Force. Many other teaching faculty were added to the Faculty Advising subcommittee. Presentations are in the process of being made on each campus.

PACE Steering Committee:

Four faculty were placed by the senate on PACE. Presentations are in the process on each campus along with Advising.

VIP-PASS:

The technology tool that will help students move through Pathways. Training begins in November and full implementation will occur in 2019.

Chesapeake Campus Senate Chair's Report – Stacey Deputy

- We met on September 26, 2017
- We are looking for Chesapeake Campus representatives for the Student Success Committee, the Classroom Teaching and Learning with Technology Committee, and Global Intercultural Learning Committee.
- Dr. Rhine has taken a suggestion made at the campus convocation to place suggestion boxes around campus. Faculty, staff, and students can anonymously express concerns or give feedback. Dr. Rhine is the only person who will retrieve the suggestions.
- Dr. DeMarte will be on campus for an open dialogue on October 4, 2017 at 3pm in the Big Otter room of the student center.

- Performance Based Funding Presentation by Curt Aasen and Kim Bovee will be held on October 24, 2017 at 1:30pm in room 4202.

Chesapeake Campus Motion for the Collegewide Senate

The syllabus builder be made optional in perpetuity and access to the syllabus templates be made available in iINCURR.

Norfolk Campus Senate Chair's Report – Sarah DiCalogero

- Identified Norfolk Campus-based faculty who are serving on college-wide governance committees.
- Discussed logistical concerns with the Pathways Initiative. Areas of interest were concerns with how the campuses would be staffed and how the different nature (size, student demographics, programs offered) of the four campuses would be considered.
- Discussion of the procedures of the General Education Committee, specifically how HUM 220, African American Studies, was classified as a general education elective and not a humanities elective.

Virginia Beach Campus Senate Chair's Report – Maureen Cahill

1. Motion to request a salary equity study for the full-time teaching and professional faculty. Passed 13-0-0.
2. The Virginia Beach campus senate elected a new chair, Maureen Cahill, by a vote of 12-0-1.
3. The Virginia Beach campus senate also appointed two new designated college senators, Maureen Cahill and Thomas Hilton, to replace two designated senators who resigned their positions.
4. Use the Faculty Professional Development Days to openly discuss upcoming plans that are clearly and completely identified (Passed unanimously with one abstention).