

## TCC PAPC Meeting Minutes

Date: October 19, 2018

Time: 2:00 PM - 4:00 PM

Location: District Office - College Board Room

### Attendance:

Tom Geary (PAPC chair, Faculty Professional Development Committee chair);

Joseph Fairchild (Ex-Officio PAPC chair);

Matthew Watts (Online Learning Committee chair);

Stacey Deputy (College Faculty Senate chair);

Linda Williams (Curriculum Committee chair);

Jessica Morales (Instruction Committee chair);

Richie Windley (Internal Relations Committee chair);

Mary Anne Glanzer (Librarian Appointee);

### Absent:

James Edwards (Student Success Committee chair);

Leona Davis-Daniels (Classified Association appointee);

Danielle Giscombe (Counselors);

Jessica Lynam (Global and Intercultural Committee chair);

Toni Dixon (Classified Association chair);

Ruth Shumate (College Faculty Senate appointee).

David Kiracofe (General Education Committee chair);

Gabriela Toletti (Workforce Solutions Committee chair);

Ané Pearman (Classroom Teaching and Learning Committee chair);

### Guests:

None

- I. Call to order
  - A. The PAPC meeting was called to order by Tom Geary (PAPC chair) at 2:07 PM without quorum.
- II. Corrections and approval of the minutes of the previous meeting
  - A. We reviewed the [Previous Meeting Minutes - September 28, 2018](#)
    1. We do not have quorum and will have to approve of them at the next meeting.
- III. Officer Reports
  - A. Chair:

1. Tom Geary is still trying to schedule a meeting with Dr. DeCinque to clarify the charges and invite him to a future PAPC meeting.
2. Curt Aasen and Kim Bovee will present on the performance funding metrics at the November 30 meeting.
3. The last College Board Meeting took place on August 9, 2018. The items discussed included: the Major Gifts campaign, performance funding, summer enrollment update, financial update, guided pathways, working goals of the President, working priorities of the College Board.

B. Secretary - no report.

#### IV. Committee Reports

A. Administrative Association

1. No report - have not met, do not have a chair

B. Classified Association

1. No report

C. Classroom Teaching and Learning with Technology Committee

1. No report - see OLC

D. College Faculty Senate

1. Held most recent meeting on October 4, 2018
2. Passed several motions
  - a) Advising plan - A motion that faculty be given 30 days to review the advising plan before it is implemented.
  - b) Achieving the Dream - A motion to discover how those people that received money were selected.
  - c) Academic reorganization - A motion that there be leadership that is equitable by campus i.e. Larger campuses may need more Deans.

E. Curriculum Committee

1. Held first meeting October 18, 2018
2. Received and approved charges from Dr. McCray
3. Discontinued 4 programs: 2 career studies certificates and 2 AAS programs: cloud computing and virtualization - not enough students.
4. Approved faculty requisite proposal for International Business.
5. Next month, the CC will see changes to curriculums based on the Pathways reorganization.

F. Executive Staff

1. No report

G. Faculty Professional Development Committee

1. The Faculty Professional Development Committee met on Tuesday, Oct. 2 in Portsmouth.
2. We reviewed and discussed our 2018-19 charges. The committee asked for clarification and modifications to the charges to remove “and execute” faculty-led professional development events and possibly drop researching best practices for course evaluations. The other charges involve our New Faculty and Adjunct Faculty Academies, professional development resources in anticipation of the college’s transition to Canvas, and the role of the Batten Centers.
3. The committee discussed its role at the college in the wake of losing the faculty professional development team.
4. The New Faculty Academy has 4 faculty in it; most “new” faculty are on restricted contracts, so they are not required to take New Faculty Academy. The Year 1 cohort meets right now (Oct. 19 from 12 - 3 PM).
5. The FPDC discussed who its administrative liaison might be. John Morea is the logical choice, but he’s already quite busy, so the committee is also reaching out to Jeanne Natali.
6. The committee has vacancies in the Business Pathway, Health Professions Pathway, Computer Science and IT Pathway, Manufacturing and Transportation Pathway, and Maritime and Skilled Trades Pathway.
7. The FPDC meets again on Tuesday, Nov. 6 at the Chesapeake Batten Center for Teaching Excellence.
8. Discussion:
  - a) Mary Anne Glanzer asked if we would have a Learning Institute. Tom Geary thinks that we will but it may be a different type of event than in the past.

#### H. General Education Committee

1. Not present but report sent
2. GEC welcomed Curt Aasen and Kim Bovee to give their presentation of performance-based funding metrics
3. The General Education Committee (GEC) met on October 12th and quorum was established.
4. Those in attendance discussed Committee charges for 2018-2019, proposed language for the GEC’s governance website, and the VCCS’s General Education Policy & Resource Guide.
5. Membership vacancy (Quantitative Reasoning) have been submitted to PAPC.

- I. Global and Intercultural Learning Committee
  - 1. No report
- J. Instruction Committee
  - 1. Met on October 5, 2018.
  - 2. Had Curt and Kim's presentation on performance funding metrics.
  - 3. Solicited comments from faculty and sent them to the Dr. McCray.
  - 4. Spent time on the scientific reasoning and critical thinking rubrics and verified that it agreed with the general education policy.
- K. Internal Relations Committee
  - 1. Met yesterday, October 18, 2018, for first meeting
  - 2. Beth Lunde and Richie will be presenting to the Executive staff their ideas for awards - then form a subcommittee to fine tune and execute the ones that are approved. Buy-in from the executive staff is essential.
  - 3. The "Great College to Work" survey will be the focus of the next charge - waiting on the next meeting with Dr. Greg.
  - 4. The following information is not releasable at this time: 600 people were questioned and 180 responded with mostly negative responses. The 3 most common criticisms were: low morale, lack of consistency/follow up, and lack of transparency.
  - 5. The next meeting is moved to November 14, 2018 to allow Kim and Curt to present. The December meeting was scheduled for the 20th so it will be cancelled or moved up.
- L. Online Learning Committee
  - 1. The second meeting of the semester was earlier today, Friday October 19, 2018.
  - 2. The committee finalized their charges for the year ([OLC Charges for 2018-2019](#)) and formed subcommittees for charges 2 and 3.
  - 3. Most members of the committee will attend the VCCS Canvas training next Friday October 26, 2018. We heard feedback from 2 faculty participating in the Fall Canvas pilot. Feedback was mostly positive. We are developing a survey for students participating in the Fall pilot.
  - 4. Faculty concern about the lack of plagiarism detection software led to a motion to recommend the purchase of Turnitin software
  - 5. The next meeting is Friday November 30, 2018.
  - 6. Discussion:
    - a) Richie Wendley requested clarification on the need for shorter durations. Enrollment data shows that shorter

durations have better enrollment but are they as successful for students?

- b) Linda Williams mentioned that the Business Pathway is discussing a schedule where a student would take two 8-week classes followed by two more 8-week classes as opposed to four 16-week classes.

- 7. English discipline meeting - some are opposed to the software for ethical reasons (storing student work, presumption of guilt) and financial reasons (it costs a lot and only half the faculty are using it.)

M. Student Federation

- 1. No report - student member yet.
- 2. Tom Geary has been keeping them in the loop

N. Student Success Committee

- 1. No report.

O. Workforce Solutions Committee

- 1. No report.
- 2. Gabriela Toletti was elected chair and the charges and bylaws were sent to the PAPC.

P. Reports from Subcommittees

- 1. Best Practices Subcommittee
  - a) Preliminary research has begun, and the subcommittee should have something to share by the November meeting.

V. Open Business

- A. [PAPC Committee Charges](#) - waiting on the Best Practice Sub Committee's recommendations and clarification from Dr. DeCinque.

- B. [PAPC Proposed By-Law Changes](#)

- 1. Moved General Education Committee to alphabetical location
- 2. Addition of process for dissolution of a committee
  - a) Remove "new" from first sentence
  - b) Add "proposals for a merger should include updated bylaws for the merged committee." to third paragraph
  - c) Add "SCGS" to part X

VI. New Business

- A. Questions to prepare for next meeting

- 1. What is the process for creating and evaluating a strategic plan.
- 2. What suggestions or ideas do you have for the measurability and alignment for the next strategic plan.
- 3. How can the one-year plan support the subsequent five-year plan.
- 4. Send any other questions to Tom in the next few weeks.

VII. Items from the Floor

- A. Change to the September meeting minutes: VI, B, 2, a, “Dean Fairchild mentioned the logistical challenges of scheduling multiple meetings with the President.”
- VIII. Adjournment
- A. The meeting was adjourned at 3:13 PM.
- IX. Next meetings
- A. Friday, November 30, 2:00 – 4:00 PM in District Office – College Board Room
  - B. (Tentative) Friday, December 14, 2:00 – 4:00 PM in District Office – College Board Room