
MEETING MINUTES NOV. 4, 2022

10-11:30 a.m. via Zoom

Meeting called to order: 10:00 a.m.

In attendance: Lenaya Andersen, Kurt Ehlers, Maggie Eirenschmalz, Marynia Giren-Navarro (Chair), Scott Huber, Linda McGillicuddy, Jeff Olsen, Kofi Poku, Ben Scheible, Cecilia Vigil, Karen Wikander, Itzel Woolpert

Absent: Felix Danger, Casey Machen

Guests: Amber Anaya, Kat Dow, Sarah Krutz

Approve Minutes from October 7, 2022

Linda McGillicuddy moved and Kurt Ehlers seconded to approve the October 7, 2022 minutes of the Professional Standards Committee. The committee approved the minutes as amended.

Scott Huber was absent at the October 7, 2022 meeting.

Supervisor Visits and Tracking Visits on Canvas

Kat Dow provided a listing of what permissions are granted at Dean and Coordinator levels. Dean or coordinator access is not granted for an observation. Observer access is granted with the instructor's permission. Coordinator access is granted to facilitate getting course set up and run. The committee discussed issues with department chairs seeing how an instructor is grading and the lack of transparency in an online environment. It was suggested to establish a process to hold Deans accountable. It was noted the new NFA Contract should alleviate some of these concerns.

The committee also discussed how, in an online environment, classes could mimic face-to-face classes. A review of permissions was suggested once a new WebCollege Director is hired. Marynia suggested reviewing the permissions/roles with the WebCollege Faculty Advisory Committee. It was also suggested to get feedback from coordinators and make sure they know what would be removed. Marynia will solicit input from Deans, Chairs, and Coordinators on which permissions they think they need.

Andy Hughes moved and Ben Scheible seconded to review all permission categories regarding Canvas and the people assigned to them. The motion passed.

Digital Tenure Binders

Marynia received input from Ron Marston. He felt that PDF formats would work and weblinks could be used to reduce file size. Marynia also reported there are Adobe licenses available, per request. The committee also suggested holding a Professional Development training to demonstrate how to create PDF binders.

The next steps are to discuss a webpage update with the VPAA, create folders for the drives, and provide a 2-year grace period.

Ben Scheible moved and Kofi Poku seconded to allow a 2-year grace period to submit tenure binders manually or electronically. Digital binders will be mandatory after the grace period ends. The motion passed.

Marynia will seek input before bringing this to the Faculty Senate.

Annual Plan / Eval Forms

Marynia will invite Jim New to discuss NFA Contract changes pertaining to the Annual Plan. It was suggested that the committee review the contract before the next meeting.

Academic Freedom

The committee was tasked with discussing the role of academic freedom and whether a new committee charge needs to be created. The committee discussed the charges and it was noted academic freedom is defined in the NFA Contract and suggested addressing it in the TMCC Bylaws. The committee felt a new charge was not needed; however, the Professional Standards Committee could address an issue if the need arises.

Goals for this Year

It was suggested to ask Jim New for ideas on what items the Professional Standards Committee could review.

Scott Huber moved and Ben Scheible seconded to adjourn the November 4, 2022 Professional Standards Committee Meeting. The motion passed.

Next Meeting: December 9, 2022

Meeting adjourned: 11:26 a.m.