

FACULTY SENATE MEETING MINUTES

Nov. 13, 2020

Faculty Senate Chair: YeVonne Allen	Faculty Senate Chair-Elect: Virginia Irintcheva	Executive Committee member, Academic Standards and Assessment Chair Jinger Doe
Executive Committee member, Curriculum Review Chair Katie Kolbet	Executive Committee member, Professional Standards Chair Melanie Purdy	Executive Committee member, Salary, Benefits and Budget Chair Matt Leathen
Administrative Faculty Committee Chair Ashlyn Moreno	Library Committee Chair Rob Lively	Part-Time Faculty Committee Chair Edwin Lyngar
Recognition & Activities Committee Chair Lauren Gatto	WebCollege Faculty Advisory Committee Chair Dan Hooper	
Senators At-Large: Yuli Chavez Camarena Staci Miller Adine Stormoen Sidney Sullivan	Senator for Allied Health: Heidi Himler Julie McMahon	Senators for Technical Sciences: Sam Byington Jeremy Coggin
Senators for Biology: Amy Cavanaugh Jinger Doe	Senators for Computer Technologies: Steve Bale Cathy House	Senators for English: Lenaya Andersen Karen Wikander
Senators for History, Political Science & Law: John Kemp Ben Scheible	Senators for Humanities: Eric Bullis Gabriel Chavez	Senators for Math: Hieu Do Rebecca McCleary
Senators for Physical Sciences: Ed Corbett Olga Katkova	Senators for Social Sciences: Julia Hammett Paula Reynolds	Senators for Visual and Performing Arts: Candace Garlock Rossitza Todorova
Senators for Part-Time Faculty: Gwendolyn Clancy Heather Haddox	Classified Council Representative Chynna Sandgren	Student Government Representative Alyssa Fromelius

Absent: Amy Cavanaugh (Proxy: Virginia Irintcheva), Alyssa Fromelius (Proxy: Maggie Dostel), Candace Garlock (Proxy: Rossitza Todorova), Cathy House, Sidney Sullivan (Proxy: Staci Miller)

Guests: Amber Anaya, Bridget Blaque, Elena Bubnova, Cheryl Cardoza, Carlos Castro Peralta, Cheli Cuevas, Alyssa Fromelius, Karin Hilgersom, Mike Holmes, Jose Torres-Jasso, Kate Kirkpatrick, Chanda Llunga Guy, Miguel Martinez, Marie Murgolo, Jim New, Chynna Sandgren, Jack Sato, Angela South, Joan Steinman, Kim Studebaker, Nancy Thiele, Wyatt Ziebell,

The meeting was called to order at 12:32 p.m.

Honoring Anne Witzleben

Chair Allen opened the discussion with her and Ana Douglass' remarks. Chair Allen said: Anne was a part of the fabric of TMCC; an English Language Learner professor, an international student advisor, and a friend." Ana Douglass said: "Anne was a wise, wise woman with a knack for delivering that wisdom couched in concern and humor--you always knew you were welcome to join her for a light chat or a deeper, harder conversation." Melanie Purdy said: "She understood mental wellness, and never failed to refer her students for help." The Senate observed a moment of silence and reflection to honor Anne.

Chair's Report – YeVonne Allen

Chair Allen ensured quorum was met and provided her report. The COVID-19 positivity rates and hospitalizations in Washoe County are at extremely high levels. Beginning Monday, November 16 most operations, services, and programs are returning to Stage 1 remote operations. The VPAA, Deans, and Department Chairs will be coordinating with instructors on a case-by-case basis for classes with in-person components. Anyone requiring regular access to campus will need to coordinate with their Vice President. The Governor will likely provide further directives right before Thanksgiving.

The Board of Regents (BOR) are holding a meeting at this time as well. The items of main concern to TMCC are the Furlough Policy and the Governor's Budget Reduction Scenario Request. Chair Allen received word that the Furlough Policy was passed with no changes. The Budget Reduction Scenario Request is for a 12% budget reduction for FY22 and FY23. This amounts to \$4.7M for TMCC. The previous TMCC Budget Reduction Taskforce recommendations and statements will be taken into consideration. TMCC Leadership will share the proposal once finalized. The NSHE BOR Budget Reduction Response Committee will convene at a later date to discuss long-term planning and budget saving ideas. The NSHE BOR Quarterly Meeting is December 3-4.

On-campus updates: The COVID-19 Student Impact Study was presented to the Planning Council. Takeaways included a preference for instructional mode, online learning challenges affect our most vulnerable populations disproportionately, younger students experience significant challenges with paying attention and motivation in online instruction compared to older students, and a large percentage of students struggle with a weak internet connection.

The Planning Council Charge update was approved. Faculty Senate will work with President Hilgersom on membership clarification and designation.

The Strategic Master Plan (SMP) mission statement update is underway with Dr. Melissa Deadmond is leading the charge. Once finalized, this will be presented to Faculty Senate along with the updated SMP. The SMP will shift from core themes to aligning with NSHE goals: Access, Success, Close the Achievement Gap, Workforce, and Research.

Policy 7002: Protection of Children Procedure has been updated. The procedures are being changed to state: "No registered offender may be enrolled in any TMCC class or program without permission from the student conduct officer." Tony Futia, the TMCC student conduct officer, has agreed to notify the faculty member if they have a registered sex offender and a minor together in class.

The VPAA search has begun and interview questions will begin to be formed. The committee will begin interviews in early February. The start date for the VPAA will be July 1, 2020.

The Faculty Senate Office is working with Web Services to add check boxes to our PDF forms to serve as electronic signatures. The field size is also being increased on the PDF forms.

Chair-Elect's Report – Virginia Irintcheva

Chair-Elect Irintcheva reported a taskforce for Guided Pathways will be formed. Please contact Chair-Elect Irintcheva if you would like to view the PowerPoint on Guided Pathways. Virginia is serving on the VPAA Search Committee and the subcommittee forming the interview questions. Please contact Virginia if you have ideas or questions for consideration.

Administrative Report – Dr. Karin Hilgersom, TMCC President

Senate Chair Allen read Dr. Hilgersom's report (attached) while she attended the BOR meeting that was scheduled concurrently with today's Faculty Senate meeting.

NFA Report – Cheryl Cardoza

Cheryl Cardoza, President of the Nevada Faculty Alliance (NFA) provided her report. The NFA is an affiliate of the American Association of University Professors (AAUP) and negotiates the contract for all members of the faculty. The officers this year are Amy Cavanaugh, Vice President; Ted Owens, Secretary; and Blisin Hestiyas, Treasurer. The priorities of the NFA are transparency, establishing a positive image, monitoring workload issues, encouraging more part-time faculty representation, and to encourage pedagogical discussions for all types of teaching. TMCC's NFA Chapter also works with the state NFA for items such as political endorsements and to strengthen connections with other NSHE institutions. The TMC NFA will have a newsletter as well. Current projects include Department Chair training on the NFA Contract, NFA Bylaw revisions, updating the NFA website, and to increase membership. The first membership meeting is December 4 via Zoom.

Questions and suggestions received were what the cost for part-time faculty to join and if there were part-time faculty NFA members. The cost for part-time faculty is \$64 per year and Cheryl confirmed there are NFA members who are part-time faculty. It was suggested to email all faculty with the NFA's priorities and items they are currently working on.

Administrative Report – Dr. Marie Murgolo, Vice President Academic Affairs

VPAA Murgolo thanked everyone for their quick response due to COVID-19. More information and updates will be forthcoming in the VPAA Newsletter. VPAA Murgolo gave the balance of her report time to Miguel Martinez of the Faculty of Color Coalition (FOC). Miguel invited anyone who would like to join to contact him. On December 8 the FOCC are doing a recipe exchange. Carlos Castro Peralta also reported they are partnering with the counseling center in Spring to advertise counseling services for students.

Approval of the October 9, 2020 Minutes

Motion: To approve the minutes for October 9, 2020

Movant: Senator Jinger Doe

Second: Senator Ben Scheible

Vote: Motion passed with 26 ayes.

Consent Agenda

Motion: To approve the November 13, 2020 Consent Agenda.

Movant: Senator Ben Scheible

Second: Senator Jeremy Coggins

Vote: Motion passed with 29 ayes.

Committee Reports

- **Academic Standards and Assessment Committee – Jinger Doe**
The committee met today and reviewed the passport outcomes and are continuing to look at how those outcomes align with the current gen ed TMCC outcomes. The next meeting is January 15, 2020
- **Administrative Faculty Committee – Ashlyn Moreno**
The committee continues to discuss their projects: a professional advancement program, an administrative process for position reclassification, updating the annual evaluation forms and processes, and offering professional development. The committee will be sending a survey to administrative faculty to gather ideas and needs. The next meeting is Friday, November 20 at 10:30 a.m. via Zoom.
- **Curriculum Review Committee – Katie Kolbet**
The deadline for the 2021-2022 catalog is today. Several courses and programs have been put through. The next meeting is December 4, 2020 at 9 a.m.

- **Learning Commons Committee – Rob Lively**
The committee met on Nov. 5 and reviewed the most recent virtual panel. There were 50 attendees and the panel went well. The committee will host the following panels in the Spring: Electoral College, Roaring 20's, and Earth Day. The next meeting is February 4, 2021 at 3:30 p.m. via Zoom.
- **Salary, Benefits and Budget Committee – Matt Leathen**
The committee met October 23 and reviewed recommendations to the budget. Jim New, VPFA has been invited to the next meeting to discuss the budget process and zero-based scheduling. The next meeting is November 20 at noon via Zoom.
- **Part-Time Faculty Committee – Edwin Lyngar**
The next meeting of the Part-Time Faculty Committee is December 4 at 10 a.m. The next Coffee and Conversation gathering is November 20 at 10 a.m. The committee continues to work to improve conditions for part-time faculty. The committee is working with Institutional Research to update the part-time faculty measurement tool. The last one was done 14 years ago.
- **Professional Standards – Melanie Purdy**
The committee last met October 23 and covered updates to forms. The committee will continue to review forms. A tips and tricks sheet is coming to give faculty ideas on how to get more student evaluations completed. The committee will also look at starting a WebLive document to collect best practices that could be shared campus-wide. The next meeting is November 20 at 10 a.m.
- **Recognition and Activities – Lauren Gatto**
Lauren thanked everyone for submitting and voting for People, Pets, and Pumpkins. The Career Champions nominations are now open for students to nominate until November 21. The announcement is located in Canvas. The committee is working on a 12 Days of Recipes for December. The committee next meets December 1 at 2 p.m.
- **WebCollege Faculty Advisory Committee – Dan Hooper**
The committee met this morning and bring an action item to Senate today: Online Standard 2.3 with an amendment not to include the red strikethrough.

Amended Motion

Chair Allen called for a motion to approve the WebCollege Online Standard 2.3 as amended not to include the red strikethrough: ~~“This also guides TMCC policies for non-attendance.”~~

Motion Proposed by: Senator Jinger Doe

Motion Seconded by: Senator Eric Bullis

To approve the motion as amended: *“2.3 Due to financial aid regulations course must have a substantive assignment due the first week of class. This can be an introduction discussion, syllabus quiz, a submitted assignment, or live session through a web conferencing system.”* The motion passed with 27 ayes and 1 nay.

Original Motion out of committee

The original motion passed with 22 ayes, 1 abstention, and 1 nay.

The discussion on this motion and amendment circled around this applying only financial aid recipients. It was noted TMCC also receives federal funding for following financial aid requirements.

The committee also discussed visual design features in Canvas which are housed under faculty resources. Chair Hooper also requested to send him any recommendations or suggestions for effective synchronous classes. The committee also pondered a request from the TMCC corequisite task force to change the Are You Ready for an Online Class quiz to differentiate between WebLive and online. Changes will be coming soon. The committee is also looking for a new chair for Fall 2021. Dan will have served two terms as chair.

- **Student Government Association (SGA) – Maggie Dostel**
Maggie reported for Alyssa today. Alyssa is also attending the BOR meeting. The SGA is working on an Open Educational Resources (OER) resolution. SGA's Pasta with the President hosted 30+ students. Videos showing how to be successful on an online environment and the importance of mask wearing are continuing to be produced for the student body. A new election engagement committee has been established.
- **Classified Council – Chynna Sandgren**
The next meeting of the Classified Council is November 19 at 1 p.m. Several employees of the month will be recognized at the meeting. Classified Council is hosting a blood drive with Vitalent and having friendly competition amongst NSHE Institutions. The holiday basket auction is being postponed until Spring. Classified Council are creating a cookbook and will coordinate with the Faculty of Color Coalition and the Recognition and Activities Committee.

Old Business

Open Meeting Resolution: Senator Ben Scheible created a resolution to state Faculty Senate meetings are open meetings and the Executive Board does not have the authority to ask administration to leave the meetings. Senator Scheible also noted the Senate body was not consulted in the past. Senator Scheible suggested a bylaw change.

Chair Allen opened the floor for discussion. A Senator disagreed with the resolution as asking is not the same as throwing people out of meetings. It is appropriate for the Senate, at times, to ask the President not to attend during some discussions as it can stifle conversation. Another Senator did not support this resolution and noted intimidation issues. The Senate deserves a safe space to conduct business. Senator Hammett proposes adding to the bylaws the ability of the chair to uninvite any person who might hinder the Senate's business. Chair-Elect Irintcheva provided background on the request from faculty to not have leadership present. The Executive Board, in response to requests from faculty, asked the President to leave unless she felt strongly. The President has access to the meeting recording, and meets jointly with her leadership and the Faculty Senate Executive Board. There are many avenues for the President to be informed of Senate activities. Senator Scheible offered to work with Senator Hammett to update the Faculty Senate Bylaws to provide the Senate Chair the ability to uninvite leadership when it may hinder Senate business.

Motion Proposed by: Senator Ben Scheible

Motion Seconded by: Senator Jinger Doe

Motion: *To approve the Resolution of the Faculty Senate of Truckee Meadows Community College Regarding Open Faculty Senate Meetings.* The resolution did not pass with 1 aye and 23 nays.

New Business

None

Meeting Adjourned: 2:04 p.m.

PRESIDENT'S REPORT

Faculty Senate Meeting, November 13, 2020

First, I need to express again how grateful I continue to be for having the honor of serving as your TMCC president. You are an amazing group of faculty and administrative faculty colleagues, and during this crisis your efforts to advance student success have been valiant AND effective. THANK YOU!

I believe that our TMCC community has done our absolute best to balance public health with academic excellence. The number of COVID cases, however, continues to surge despite our best efforts with rates of infection surging nationally and in Washoe County. You have received two notes from me and a note from VPAA Marie related to pulling back our operations to resemble Stage One. If you have not read them yet, please do so. Thanks in advance for your cooperation, especially during the next two weeks and in accordance with the strong encouragement from Governor Sisolak to stay home as much as possible, to continue to wear masks, to socially distance ourselves from one another, and to frequently disinfect our hands. Let's remind our TMCC students to do the same.

I also received word from NSHE that the Governor's staff has requested that we reduce our budget request for the next biennium by 12%. Although this request is very unpleasant and hard, it is not dire. This current year our budget reduction exceeded 16%. Please remember that the Governor's budget will still need to move through the legislature and will not be final until the legislature has officially adopted it. Moreover, a meeting that reconvenes the Budget Reduction Task Force is being scheduled to discuss and plan the details of these possible cuts. I also want to express how disappointed I am that it appears that furloughs for part-time faculty and even hourly employees are still scheduled to move forward due to the language in the furlough legislation passed during a special 2020 summer session by the Nevada State Legislature. Please stay tuned for how TMCC will manage these 4.6% pay cuts and advocacy efforts to restore these cuts at some point in the future. Also, part-time faculty should work with their department chairs, and chairs should work with Deans, on how to manage the furlough hours.

There is good news to share even during these difficult times. Our MCO team was recently recognized for winning 9 awards from the National Council for Marketing and Public Relations. Two Gold awards included:

1. Gold - Social Media or Online Marketing Campaign - My2020GradStory
2. Gold - Communication Success Story or Crisis Communications - COVID-19 Communications **(thank you to TMCC COVID Crisis Management Team for their input every step of the way!)**

In conclusion, I wish you all a Happy Thanksgiving, and know that at my dinner table my thoughts will continue to be grateful for our magnificent TMCC college community.

Respectfully submitted,

President Karin Hilgersom