TMCC
Truckee Meadows Community College
Faculty Senate

FACULTY SENATE MEETING MINUTES

December 10, 2021

Faculty Senate Chair: **Virginia Irintcheva**	Faculty Senate Chair-Elect: **Amy Cavanaugh**	Past Chair **YeVonne Allen**
Executive Committee member, Academic Standards and Assessment Chair **Jinger Doe**	Executive Committee member, Curriculum Review Chair **Katie Kolbet**	Executive Committee member, Professional Standards Chair **Marynia Giren-Navarro**
Executive Committee member, Salary, Benefits and Budget Chair **Matt Leathen**	Administrative Faculty Committee Chair **Ashlyn Herold**	Library Committee Chair **John Kemp**
Part-Time Faculty Committee Chair **Pat Miller**	Recognition & Activities Committee Chair **Rebecca Eckland**	WebCollege Faculty Advisory Committee Chair **James Kuzhippala**
Senators At-Large: **Yuli Chavez Camarena** **Jennifer Pierce** **Adine Stormoen** **Sidney Sullivan**	Senator for Allied Health: **Heidi Himler** **Julie McMahon**	Senators for Technical Sciences: **Jeremy Coggin** **Wyatt Ziebell**
Senators for Biology: **James Kuzhippala** **Sharif Rumjahn**	Senators for Computer Technologies: **Steve Bale** **Topher Reynolds**	Senators for English: **Lenaya Andersen** **Karen Wikander**
Senators for History, Political Science & Law: **John Kemp** **Michael Miller**	Senators for Humanities: **Eric Bullis** **Gabriel Chavez**	Senators for Math: **Hieu Do** **Rebecca McCleary**
Senators for Physical Sciences: **Sameer Bhattarai** **Olga Katkova**	Senators for Social Sciences: **Marynia Giren-Navarro** **Haley Orthel-Clark**	Senators for Visual and Performing Arts: **Candace Garlock** **Rossitza Todorova**
Senators for Part-Time Faculty: **Tyler Ewing** **Heather Haddox**	Classified Council Representative **Sarah Gill**	Student Government Representative **Darian Richards**

Absent: Heather Haddox (Proxy: Heather Lupkey)

Guests: Jeffrey Alexander, Amber Anaya, Elena Bubnova, Elise Bunkowski, Sam Byington, Cheryl Cardoza, Tom Cardoza, Anne Flesher, Andy Hughes, Kate Kirkpatrick, Archana Kumar, Estella Levario-Gutierrez, Barb Painter, Karen Saldana, Kim Studebaker

The meeting was called to order at 12:31 p.m.

Chair's Report – Virginia Irintcheva

Chair Virginia opened her report expressing care and thoughts for Dr. Hilgersom and her family and is personally reminded to appreciate each day, cherish loved ones, and be kind.

TMCC Updates: TMCC will have another transition semester for Spring. Classes will continue with the same safety precautions and office hours may be held in the same modality as your courses.

The VPAA supports the idea of making the tenure binder process digital. Please talk to your constituents and gather some feedback for a conversation in the Spring.

Students will be able to add into your class without approval until the end of the first week. After the first week all approvals will be digital. It will be necessary to talk to the late add students and let them know what they missed and if it is possible to pass the course. It is the responsibility of the student to catch up and instructors are not required to make any special accommodation for late add students. You can put a statement to that effect in your syllabus. There is a recommended statement on the VPAA's webpage that you could use.

Concerns expressed were for classes with a safety requirement for labs which close after the first period. Dr. Alexander answered if the safety training cannot be delivered in another modality they would be closed out.

Dr. Alexander outlined the process: Students may add themselves to the course until the end of the first Friday. After that, the student is required to have instructor permission via email for the second week. If the student signs up at the third week, they are required to have the instructor and dean's permission.

Board of Regents Updates: The vaccine mandate has been approved for employees and the BOR will review it again before the 2022 semester. The State Board of Health is expected to approve the student mandate. PEBP reported at the meeting they have approved a surcharge for unvaccinated employees and dependents.

Other TMCC Updates: TMCC vaccination rates as of Wednesday, December 8, were 92.3% of all employees are vaccinated, 6,709 students have submitted vaccination records, 395 student waivers were approved, and 500 students registered for online courses.

A differential fee has been approved for life science, nursing, and homeland security. The fee will cover lab costs and materials.

A code revision to change salary study deadline did not pass. The study will affect new employees and a request for proposal has been issued by NSHE.

Chair Virginia has talked to the Chancellor about an Equity Salary Adjustment Study at TMCC and will continue to advocate for it in the Spring.

The Academic Dishonesty Policy has been approved in Planning Council.

The next Faculty Senate Meeting will have an update from the Merit Pay Taskforce. Faculty will receive a 1% COLA.

Senate meetings in Spring will stay on Zoom and committee chairs may choose how they want to meet.

On January 6, 2022, Virginia is attending the NSHE Leadership Listening Session. Virginia will discuss unfunded mandates at the meeting, please let Virginia know if you have any issues for her to bring to the meeting.

This is Reno made a public records request for the October and November meeting recordings.

Chair-Elect's Report – Amy Cavanaugh

Chair-Elect Amy expressed sympathies to Dr. Hilgersom and her family. Anyone who wants to send cards, please continue bringing cards of support to the President's Office. Cheryl Cardoza and Corina Weidinger were awarded sabbaticals. The Sabbatical Subcommittee will convene in the Spring to review and discuss the process for sabbaticals. The subcommittee is interested in feedback from those who have served or taken a sabbatical, please contact Amy.

Past Chair's Report – YeVonne Allen

Past Chair YeVonne sent her thoughts to Dr. Hilgersom and her family. The COVID-19 Crisis Team will continue to meet and the COVID data can be found at https://covidriskmeter.org/. Past Chair YeVonne closed her report wishing everyone Happy Holidays and a Happy New Year.

Administrative Report – Associate Vice President Elena Bubnova

Elena opened her report and expressed Dr. Hilgersom's appreciation for all the cards and well wishes sent to her. During Dr. Hilgersom's leave, Elena will be the officer in charge and will consult with the VPAA, VPSD, and the Leadership Team frequently. She fully acknowledges this is not a one-person job. Enrollment is down 2.4% currently and 4% down from last year. Elena contributes this to intentional planning for COVID-19 vaccination mandate for Spring, and all the instructors who reminded students. Directors Gretchen Sawyer and Elyse Bunkowski presented for the Eastview project to obtain approval to begin a finance campaign. In June 2023 this will go back to the Board of Regents for final approval and to

begin building. The NSHE Community College Committee was renamed to Workforce Committee and the AB450 Committee will begin to meet in December. The Biennial Budget presentation is January 6 to NSHE staff. In the preliminary budget for TMCC's priorities are: base restoration, capacity, merit and COLA, and a proposed workforce investment fund. A hybrid schedule will be offered for Spring 2022, COVID info will be included in the COVID Bulletin. Kickoff activities will be in person unless there is an infection spike or safety concerns.

Administrative Report – Vice President of Academic Affairs Jeffrey Alexander

Dr. Alexander announced the hiring of Liberal Arts Dean Natalie Russell. Dean Barb Walden will be leaving TMCC in December and a search will commence for Technical Sciences. Randy Walden is retiring in December. Interim leadership for Technical Sciences will be announced in the coming days. The Redfield Science Center expansion is moving forward and TMCC is appreciative of donations received. The TMCC Theater continues to progress at the Oddie Space known as The Generator, and we hope to start operations in Spring 2023. Program participants are successfully moving through the computer programming modules in the fast track program. Dr. Alexander also noted late adds to classes were done to be more consistent and student-centered.

Jump Start Dual Credit Presentation – Karen Rubio

Karen provided the history of the Jump Start Program and Dual Credit, how it is expanding into more programs, and defined deferred dual credit. She discussed credit transferability and its honors or AP weight on courses at TMCC. The cohort model is offered at partner sites. Students can take any classes offered at TMCC and will have concurrent enrollment. The benefits of JumpStart for the student are they receive high school and college credit at the same time and are able to access the same resources as TMCC students. JumpStart Students receive discounted tuition as well. Funding is available from the Windsong Foundation for Spring of 2022 and an ESSER Grant for all fees for WCSD low-income students.

NFA Update – Cheryl Cardoza

The National Faculty Alliance (NFA) contract applies to pretty much all faculty. The NFA is an affiliate of the American Association of University Professors (AAUP). Along with being the President of the NFA Chapter at TMCC, Cheryl serves on the state board as well and the AAUP Community College Committee. Items the NFA has worked on this year are the Annual Plan and Self-Evaluation suggestions and a grievance hearing. In the Spring, the NFA will be working to align chapter bylaws with state bylaws of the NFA and contract negotiations will get underway.

Questions received were if the NFA works with Part-Time Faculty. They do and the annual fee is discounted at a rate of $64 per year. Full-time instructors pay monthly.

Approval of the November 12, 2021 Minutes

Motion: To approve the Faculty Senate Minutes for November 12, 2021.

Movant: Senator Olga Katkova
Second: Senator Jeremy Coggin

Vote: Motion passed, as amended, with 25 ayes and 1 abstention.

It was noted there was a typo in the November 12, 2021 Faculty Senate Minutes when approving the October 8, 2021 minutes. The motion read "To approve the Faculty Senate Minutes for September 3, 2021." The date was changed to October 8, 2021.

Consent Agenda

Motion: To approve the December 10, 2021 Consent Agenda.

Movant: Senator Karen Wikander
Second: Senator Sharif Rumjahn

Vote: Motion passed with 29 ayes.

Standing Committee Reports

- **Academic Standards and Assessment Committee – Jinger Doe**
  The committee met on November 19 and voted on proposed Diversity General Education Learning Outcomes (GELOs). The GELOs have been sent to the Curriculum Review Committee to review. There were changes made to the default language in eLumen from "Exemplary", "Proficient", "Marginal", and "Unacceptable" to "Exceeds Expectations", "Meets Expectations", "Approaches Expectations", and "Does Not Meet Expectations". Feedback on the changes from the department chairs and program coordinators was either positive or neutral. An Information Literacy GELO Taskforce is forming in the Spring. Contact Jinger Doe if you are interested in joining the taskforce. The rubrics will be created for Diversity in the Spring as well. The next meeting of the ASA is January 21, 2022 via Zoom.

- **Administrative Faculty Committee – Ashlyn Herold**
  The Administrative Faculty evaluations deadline is June 30. The deadline needs to be adjusted. Options were discussed, and the committee decided to do early communication and reminding supervisors to complete the evaluations. The evaluation period would be July 1-Dec 31, 2021 which will allow time to complete forms, have meetings with supervisors, and calculate time for merit. This will be preceded by an evaluation period of January 1-December 31 for the following year. With the initial abbreviated evaluation period, it's important that administrative faculty who completed evaluations last year do not see their scores reduced if they have not met goals that fall outside of the shortened evaluation period. Ashlyn is asking for Senate input today and possibly a motion if the Senate body supports it.

  Chair Elect Amy Cavanaugh moved and Yuli Chavez-Camarena seconded to support the Administrative Faculty Evaluations timeline of July 1 – December 31, 2021 for this year. The motion passed unanimously.

- **Curriculum Review Committee – Katie Kolbet**
  The committee met December 3, 2021. The deadline to start workflow is January 14, 2022. The committee is continuing CIM discussions and Diversity GELO's in the Spring. The next meeting is February 4, 2022 and the committee will continue meeting online.

- **Learning Commons Committee – John Kemp**
  The committee has not met since the last Faculty Senate Meeting, but has had conversation with the Veterans for an upcoming panel. The committee next meets February 11, 2022.

- **Part-Time Faculty Committee – Pat Miller**
  The committee continues to discuss how to alleviate feelings of isolation and how to jump in within the departments and integrate with other colleagues. Koffee Klatches will continue as they have become a good way to connect and brainstorm. The Part-Time Faculty Newsletter will be published more frequently. Pat requested to please invite part-time faculty to participate in TMCC activities. The committee will gather at the Part-Time Faculty Open House and at the next committee meeting on February 11, 2022.

- **Professional Standards – Marynia Giren-Navarro**
  The committee met today, and had Dr. Alexander join in the conversation on the Annual Plan and Evaluation. He had great suggestions to move forward. Items the committee will be working on are a training for the deans, a mid-year check in meeting of the instructor and dean, providing the deans a space for a narrative, and collecting best practices from other institutions. The committee will continue its meetings on Zoom. The next meeting is February 11, 2021.

  Two agenda items from committee are being presented today for action.

  Motion: To change the instruction for S4.a from "Submit detailed Annual Plan and Self-Evaluation in a timely manner or as requested by administration." to "Submit detailed Annual Plan and Self-Evaluation on time." After a hearty discussion, a vote was called, and the motion failed.

  Discussion circled around the definition of on time, the necessity of modifiers, and how to avoid language that could be misinterpreted by the deans. It was noted the words "on time" give more room for agreement between the dean and faculty.

  Motion: To request automating the tally of the Annual Plan and accept the changes in activity modifiers in the Academic Faculty Evaluation Activity Guide from "Faculty are responsible for making and error-checking final tallies." to "The faculty member proposes the point multipliers and final tally and the department chair/APC/APD/director and dean double-check and approve those." The motion passed with 21 ayes and 1 abstention.

- **Recognition and Activities – Rebecca Eckland**

The committee met December 7, 2021. Thank you to all who participated in the Gratitude Tree. Career Champions is continuing and the nominees will be honored on January 14, 2022. The Distinguished Faculty Awards are coming. The committee next meets February 1, 2022.

- **Salary, Benefits and Budget Committee – Matt Leathen**
  The committee met November 19 and passed a Budget Transparency Resolution that will come to the Faculty Senate in February. The next meeting will be held on Zoom on January 28.

- **WebCollege Faculty Advisory Committee – James Kuzhippala**
  The committee met today. Jimmy Roque's last day is December 30. The committee is looking at how a self-paced Canvas 1,2,3 training could be developed. They are continuing to review the online standards as well. The committee next meets in February 2022.

- **Student Government Association (SGA) – Darian Richards**
  Darian attended the Board of Regents Meeting at UNLV and the Nevada Senate Alliance. Myths on Attending College will be presented to the Planning Council. Darian also attended the Holiversary and was the MC. The SGA held a Take A Break Event.

- **Classified Council – Sarah Gill**
  The Holiversary, Silent Auction, and Turkey/Ham Raffle were all successful. The funds raised will be used for Professional Development/continuing education opportunities and recognition activities. The next meeting of the Classified Council is next week.

Old Business

None

New Business

None

Adjourn

Meeting Adjourned: 2:30 p.m.