

FACULTY SENATE MEETING MINUTES

September 16, 2022

Faculty Senate Chair:
Amy Cavanaugh

Executive Committee member,
Academic Standards and Assessment
Chair
Jinger Doe

Executive Committee member, Salary,
Benefits and Budget Chair
Matt Leathen

Part-Time Faculty Committee Chair
Pat Miller

Senators At-Large:
Ben Davis
Jennifer Pierce
Adine Stormoen
Amanda Stibick

Senators for Biology:
James Kuzhippala
Sharif Rumjahn

Senators for History, Political Science
& Law: **John Kemp**
Kofi Poku

Senators for Physical Sciences:
Sameer Bhattarai
Michael Leonard

Senators for Part-Time Faculty:
Cara Dopf
Gus Stuart

Faculty Senate Chair-Elect:
Rick Bullis

Executive Committee member,
Curriculum Review Chair
Katie Kolbet

Administrative Faculty Committee Chair
Ben Davis

Recognition & Activities Committee Chair
Tara Connolly

Senator for Allied Health:
Julie McMahon
Rori Wilkis

Senators for Computer Technologies:
Steve Bale

Senators for Humanities:
Gabriel Chavez
Nancy Faires

Senators for Social Sciences:
Marynia Giren-Navarro
Haley Orthel-Clark

Classified Council Representative
Sarah Gill

Past Chair
Virginia Irintcheva

Executive Committee member,
Professional Standards Chair
Marynia Giren-Navarro

Learning Commons Committee Chair
John Kemp

WebCollege Faculty Advisory
Committee Chair **Blisin Hestiyas**

Senators for Technical Sciences:
Jeremy Coggin
Wyatt Ziebell

Senators for English:
Lenaya Andersen
Karen Wikander

Senators for Math:
Rebecca McCleary
Lars Jensen

Senators for Visual and Performing
Arts: **Candace Garlock**
Ron Marston

Student Government Representative
John Fenton

Absent: John Fenton, Sarah Gill, Karen Wikander (Proxy: Lenaya Andersen)

Guests: Jeffrey Alexander, Amber Anaya, Cal Anderson, Elena Bubnova, Sam Byington, Yuli Chavez-Camarena, Melissa Deadmond, Ashlyn Herold, Karin Hilgersom, Crista Jorgensen, Kate Kirkpatrick, Tina May, Jim New, Ashley Osborne, Gwen Raubolt, Joe Sanpietro, Brandy Scarnati, Nicole Scollard

The meeting was called to order at 12:30 p. m.

Chair's Report – Amy Cavanaugh

Amy opened her report welcoming new and returning senators and reminding everyone this is the Year of Sustainability at TMCC. Juliana Urtubey will hold a workshop in the V. James Eardley Student Services Center on October 6, 2022 at 3:30 p.m. She will discuss how to create a sustainability-based curriculum. All are welcome to attend.

Covid Reminders: Masks and tests are available through Ben Davis, the Environmental, Health, and Safety Manager.

Board of Regents (BOR) / NSHE Update: In June the BOR granted the institution Presidents authority to reinstate mask requirements on campus when based on local health conditions and authorities. If implemented, there will be timely communications. The Biennium Budget proposal was approved at the August 26 BOR Meeting. The proposal overview is included in today's Senate packet. The BOR will be asking for restoration of funds. During the September 8-9 BOR Meeting, the renaming of Nevada State College to Nevada State University was the larger discussion item. It was not approved at the September meeting.

Budget Concerns: Faculty Senate Leadership and the Nevada Faculty Alliance provided feedback to the President concerning how much of the contingency reserve they would be comfortable using in a worst-case scenario. Input received from each constituency were the use of \$5 M of contingency reserve to cover budget gaps due to enrollment declines, a reconvening of the Budget Reduction Taskforce, considering a pause on new projects, and exploring other avenues of savings if needed. The President has created the Budget Planning and Legislative Action Committee which will replace and expanding on the work of the Budget Reduction Taskforce. The committee will begin to meet in November and a faculty member is wanted for the committee membership. Please contact Amy if you would like to join.

Equity Study: The RFP has been drafted for the equity study and are hopeful to have the study begun by November 2022.

TMCC List Serves: The broad use list serves are now set to one way posting. No replies will be sent. The ALLWATERCOOLER-L listserv is opt-in and can be used for things such as Girl Scout Cookie sales and general discussion. Faculty concerns can be brought forward through the appropriate channels: The Faculty Senate, the Faculty Senate Standing Committees, and the NFA. All of the list serves are communication at a state institution, dissent and discourse are welcome and your use of them should be governed by the ideals of civility and respect.

Amy thanked the Senate for the opportunity and honor to serve as chair and to follow in her father's footsteps in higher ed service and shared governance. She closed her report with the virtual meeting protocols and reminded the Senate that meetings are recorded for minute-taking purposes.

Chair-Elect's Report – Rick Bullis

Rick welcomed everyone and noted he will be monitoring the chat and will designate sections of the chat for agenda item votes.

Past Chair's Report – Virginia Irintcheva

Virginia welcomed everyone and provided updates from Summer. All approved changes were implemented to the Annual Performance Evaluation Forms. The forms now auto tally the performance scoring field; however, individual section points and multipliers are done manually. The mid-semester meeting with the dean is optional. Senators are encouraged to participate in discussions, vote, and communicate to their departments and constituencies. Virginia noted she was not tenured when she began service in the Senate and has always felt comfortable to speak and express herself in a professional manner. Virginia closed her report and wished Melissa Deadmond a Happy Birthday.

Administrative Report – Karin Hilgersom, TMCC President

Dr. Hilgersom opened her report and noted the Board of Regents budget overview is in today's Senate packet.

The AB 450 Committee and its relevance to the budget process: The committee held their final meeting on June 7. Three items came out of the committee: A Workforce Incentive Grant (WIG), a letter of support was written by the committee for the Workforce Investment and Economic Development Fund Request, and the committee approved a letter of support to do a formula funding study.

Budget planning and advocacy: Dr. Hilgersom noted the steps of the process. The budget priorities were presented in June at BOR. The last week in July, the Legislative Counselor's Bureau (LCB), the Governor's Office budget team, and the NSHE Budget Office visited TMCC to discuss our budget needs. Next, TMCC submitted a draft budget uploaded to the State budget staff based on a number the LCB gave to NSHE for the institutions. The budget number reflects a \$5.9 M cut each year of the biennium. This draft is a worst-case scenario and is not the final budget. In August, the Regents voted again on the budget priorities for the system and there were no changes in their voting. The Governor's budget is usually released late January or February. On Feb. 6, 2023, the 82nd Legislature convenes and we will know the outcomes in May. The advocacy has already begun. Dr. Hilgersom encouraged everyone to engage in advocacy and letter writing.

Budget priorities: Dr. Hilgersom asked input on what we would like her to request. She listed some talking points for TMCC: salaries, COLAs, benefit restoration, and enrollment recovery. NSHE and the presidents are requesting enrollment recovery, requesting to use ARP funds to cover enrollment losses, and to have a hold harmless year.

The State of Nevada counts the completed credit hours every other year. Our funding is based on the number of credit hours students complete every other year. Our count semesters were Fall 21 and Spring 22.

Workforce Investment and Economic Development Fund: Capacity enhancement dollars are sunsetting. The AB450 Committee, NSHE, the Regents and the Presidents support a Workforce Investment and Economic Development Fund to replace Capacity Enhancement dollars. TMCC's share would be \$2.2 M annually.

Full restoration of the pre-Covid base: This is another request from NSHE. TMCC would experience an \$810,000 potential cut annually, if not reinstated.

Dr. Hilgersom discussed ways to respond. There are three faculty seats on the Budget Planning Taskforce available. Senate might consider a Faculty Senate Adhoc Committee to advocate at the Legislature. If these requests do not get funded position vacancies would remain, TMCC may need to dip into reserves, and would have a hard time funding equity adjustment.

Dr. Hilgersom also reported Business Center North (BCN) has approved the RFP language. Human Resources will provide a list of vendors and the RFP will be sent directly to the vendors.

Administrative Report – Jeffrey Alexander, Vice President of Academic Affairs

Dr. Alexander welcomed and congratulated everyone on completing week four of the Fall semester.

He opened his report with good news: The Chancellor has approved TMCC to pay part-time faculty teaching 300-400 level classes \$950 per credit, an increase from \$850, effective immediately. Dr. Alexander also reported many other ways part-time instructors are being supported:

Part-time faculty will receive a fee for preparation work they put into a course which is later cancelled or reassigned. The pay rate is \$150 for a continuing course and \$200 for a new course.

- A stipend of \$100 for part-time faculty completing Canvas 1,2,3 training.
- A \$50 stipend for part-time faculty participation in assessment day.
- Longevity pay.
- An onboarding stipend of \$75 for new part-time faculty.
- Part-time faculty are also recognized as subject matter experts and peers along with the full-time faculty.

A volunteer is wanted for the Technology Subcommittee to serve as a co-chair. Please contact Dr. Alexander if interested.

The Open Education Resource (OER) Project has a majority of the participants moving forward to phase 2. The courses will launch this semester, in the Spring, or next Fall due to books already having been ordered. The savings to students is being tracked. An OER Practitioners Group is being formed, faculty are invited to join.

A brown bag speaker event featuring Pam Cox-Otto will be held on Thursday, September 22 at 11:30-12:30 p. m. in SIER 108. The event will discuss and demystify Gen Y and Z.

Questions received concerned pay rates for full time faculty and why only part-time faculty are considered, pay rates for part-time faculty teaching 100-200 level courses, and OER funding availability. Full-time salaries are based on an annual basis and credits are not calculated between the lower and upper-level classes. The Leadership Team and Cabinet are discussing ways to increase pay rates for 100-200 level courses for part-time faculty. There has not been any discussion of pay rates for full time faculty at this time. There may be some funding for new OER signups in the Spring/Summer.

Accreditation Site Visit – Melissa Deadmond

Melissa Deadmond provided links to her presentation, Year 7 Accreditation Report and Evaluator Findings, and the Northwest Commission of Colleges and Universities (NWCCU) Standards:

- Presentation: https://docs.google.com/presentation/d/1ZmyTka5_2bUz-ILssX2CxcvCMuGgxFHj/edit#slide=id.gcbfe97a632_0_8
- Year 7 accreditation report (and others) + evaluators findings: <https://www.tmcc.edu/accreditation/accreditation-reports>

- NWCCU Standards
<https://nwccu.org/accreditation/standards-policies/standards/>

The accreditation site visit will be October 12-14, 2022. This is a 7-year cycle which ends with the accreditor's visit and reaffirmation. The final accreditation report is now being reviewed by the accreditors. Accreditation provides TMCC general assurance of quality to students, allows TMCC Title IV eligibility to grant federal financial aid, provides continuous improvement of the institution, and a positive public perception. Melissa is working with the accreditors to set the interview schedule which will be finalized in the next couple of weeks. The accreditors will hold forums for faculty, staff, and students. Campus constituency groups will also meet with the accreditors. Dr. Hilgersom has invited everyone who wishes to attend to the exit meeting. Chair-elect Rick Bullis suggested a one-page sheet with our missions and values for faculty and staff to keep handy. The Marketing and Communications Office are working on a document in preparation for the accreditors visit.

Emeritus Process

Past Chair Virginia Irintcheva provided an update on the Emeritus Process. An Emeritus Verification Form, issued by Human Resources, will now be a part of the application.

Senator Gus Stuart moved and Senator Haley Orenthal-Clark seconded to approve the updated Emeritus process. The motion passed with 27 ayes.

Approval of the May 13, 2022 Minutes

Motion: To approve the Faculty Senate Minutes for May 13, 2022.

Movant: Senator Jeremy Coggin

Second: Senator Sharif Rumjahn

Vote: Motion passed with 21 ayes and 3 abstentions.

Consent Agenda

Motion: To approve the September 16, 2022 Consent Agenda.

Movant: Senator Candace Garlock

Second: Senator Jennifer Pierce

Vote: Motion passed, as amended, with 26 ayes.

It was noted Senators Ron Marston and Lars Jensen should have been listed in the Committee Membership as additions to the Faculty Senate. The Senate approved the consent agenda as amended with the addition of Senators Marston and Jensen.

Standing Committee Reports

Academic Standards and Assessment Committee – Jinger Doe

The committee met on August 26 and September 9. The August 26 meeting began with a joint meeting with Curriculum Review Committee. The committee chairs reviewed the duties of each committee that overlap, how each committee works together, and discussed the evaluation schedule for the General Education Learning Outcomes (GELOs). A taskforce will be formed to review the Critical Thinking General Education Learning Outcomes. If interested, please contact Jinger. The Information Literacy General Learning Outcomes were voted on and returned to the CRC committee. The committee also discussed how to increase awareness in the interstate passport. The next meeting is September 23, 2022 via Zoom.

Administrative Faculty Committee – Ben Davis

Ben listed the goals for the committee for the year: clarifying the process for Administrative Faculty positions and to host a Professional Development for Administrative Faculty. The committee next meets October 21, 2022 via Zoom.

Curriculum Review Committee – Katie Kolbet

Katie thanked the Senate for approving all the curriculum decision items on today's consent agenda. User-friendly updates have been made to the Curriculum Resources webpages and dates have been updated. The next meeting is September 30, 2022 via Zoom.

Learning Commons Committee – John Kemp

The committee discussed possibilities for the Monster Panel and possibly expanding it to an outing. The Earth Day event was also discussed and other panels surrounding holidays as well as a Veteran's Panel. John Fitzsimons presented a Professional Development showcasing the new database. The committee next meets October 6, 2022 via Zoom.

Part-Time Faculty Committee – Pat Miller

Cara Dopf and Gus Stuart are the new Part-Time Faculty Senators. There is an open seat on the Planning Council for a part-time faculty member. The committee is brainstorming how to get more nominees for Part-Time Faculty of the Month. They will also work on ways to get the part-time faculty connected and recognized. The committee next meets October 7, 2022 via Zoom.

Professional Standards – Marynia Giren-Navarro

The committee discussed the Annual Evaluation Form and the four elements needed and possible updates to the plan. The committee also discussed digital binders and the feedback received. Marynia thanked the volunteers who signed up for the Special Hearing Committee. Marynia will invite WebCollege and IT to get information on software and secure storage. Deans visits to online/Canvas classrooms was also discussed. The committee next meets October 7, 2022 via Zoom.

Recognition and Activities – Tara Connolly

The committee welcomed new and returning and new members to the first meeting of the year on September 6. Twenty-three faculty and staff were recognized at the Career Champions Event. Other coming events are People, Pets, and Pumpkins and the Gratitude Tree.

Salary, Benefits and Budget Committee – Matt Leathen

The committee met on August 19, 2022. Travel applications for Fall are due today by 5 p. m. Dr. Hilgersom will attend the next meeting of the SBBC to answer budget questions. The committee will also review the draft budget plan for the next biennium. The committee will also provide input on COLAs and payrates. The next meeting is Friday, September 23 at 12 p.m.

WebCollege Faculty Advisory Committee – Blisin Hestiyas

The committee met today. WebCollege has open enrollment for Canvas 1,2,3 online and participants have one week from the time you enter to complete it. The committee also discussed faculty online mentorship and the survey update. The committee is looking for input from faculty to investigate more technology resources to improve online class design and delivery. Please contact Blisin if you have a resource to share. The next meeting is October 7, 2022 via Zoom.

Student Government Association (SGA) – John Fenton

No report was given today.

Classified Council – Sarah Gill

Tina May provided today's Classified Council Report. The Summer Classified Symposium focused on mental and physical wellness. The Classified Employee of the Month of May, June, and July were Nicole Tuxon, Carla Baardserth, and Alex Mathieson respectively. There will be a door/office decorating contest October 27, 2022. The turkey/ham raffle, and silent auction are also being planned. More details will be shared as the dates near.

Old Business

None

New Business

Senator Gus Stuart proposed an adhoc committee to discuss a Faculty Senate Bylaw change to [Article 4.3C](#) to extend the term of a part-time senator from 1 year to 2 years commiserate with the department and at-large senators.

Senator Gus Stuart moved and Senator Cara Dopf seconded to establish an adhoc committee to discuss a Faculty Senate Bylaw change to [Article 4.3C](#) to extend the term of a part-time senator from 1 year to 2 years. The motion passed with 17 ayes, 5 nays and 4 abstentions.

Discussion on the question was to clarify Senator Stuart's motion and to determine if this would be appropriate to send this to the Part-Time Faculty Committee. Senator Stuart explained the part-time senator term is not enough time to accomplish the goals of the current Part-Time Senators, would allow other committees to be included, and would provide an opportunity to discuss the pros and cons of a possible bylaw change. Senator Ron Marston volunteered to serve on the adhoc committee and suggested to direct the Part-Time Faculty Committee to form an adhoc committee. If you are interested in serving on the adhoc committee please contact Senate Chair Amy Cavanaugh. Past-chair Virginia clarified that the committee is not serving under the Part-Time Faculty Committee. Senate Chair Amy confirmed yes, the adhoc committee is independent.

Senator Lars Jensen brought forth two matters. The first is part of the [BOR Handbook, Title 2, Chapter 2](#). Specifically, 2.1.1, which guides us to serve for the common good. Senator Jensen stated student success and serving the common good are not the same thing. Senator Jensen would like discussion on how we can serve the common good.

Senator Jensen's second item concerned administrators attending the Faculty Senate Meetings and its chilling effect on discussion. Past Chair Virginia noted this issue has been voted on and it has been extensively discussed. She offered to refer Senator Jensen to past meeting minutes.

Adjourn

It was moved by Senator Cara Dopf and seconded Senator Ron Marston to adjourn the September 16, 2022 Faculty Senate Meeting. The motion passed with 23 ayes.

Meeting Adjourned: 2:48 p. m.