
FACULTY SENATE MEETING MINUTES

May 12, 2023

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

Edwin Lyngar

Senators At-Large:

Ben Davis

Jennifer Pierce

Adine Stormoen

Tara Connolly

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

Chanikan Buntha

Absent: Steve Bale, Chanikan Buntha, Candace Garlock, Gus Stuart

Guests: Jeffrey Alexander, YeVonne Allen, Amber Anaya, Elena Bubnova, Sam Byington, Anne Flesher, Ashlyn Herold, Karin Hilgersom, Crista Jorgensen, Estella Levario-Gutierrez, Staci Miller, Jim New, Lora Robb, Natalie Russell, Joe Sanpietro, Nicole Scollard, Kim Studebaker

The meeting was called to order at 12:00 p.m.

Chair's Report – Amy Cavanaugh

Senate Chair Amy Cavanaugh opened her report with meeting protocols.

TMCC updates: The Book Club Professional Development will be August 18. The book: *Social Justice and Community College Education* will be available in the DISCO next week. The HSI Taskforce needs more Academic Faculty members. Please contact YeVonne Allen if you would like to join. A Safe Zone training will be done on May 21 and more in the Fall. Joe Rice with CBIZ will present the preliminary results of the Equity Study on May 17 via Zoom.

Legislative Updates: COLAs were recommended by the Governor to be funded for NSHE at 80%, but were only approved at 64%, there is advocacy currently occurring for funding at 80%. The Legislators suspended the policy that would distribute

the general funds through the funding formula. There will be an impact of funding to TMCC of \$287K over the biennium. The capacity funding would be replaced with the New Workforce and Economic Development Capacity Grant. The legislators have postponed the vote until the outcome of the \$20M to Workforce Innovations has been approved. The Board of Regents are meeting on Tuesday, May 16 to discuss the impacts to the institutions.

Planning Council Updates: The Summer Energy Savings Adjusted Work Schedule Agreement was reviewed. The form was sent out by HR. The need for supervisors to work with employees was also discussed. The Remote Work Policy still exists and may be used. The Online Access Policy is being discussed. Legal issues and personnel concerns are being considered. The second read will occur in August.

JEB Update: The List Serv motion from April's Faculty Senate Meeting was discussed at the Joint Executive Board and we are awaiting Kiah Beverly's review.

Amy also announced Cara Dopf and Gus Stuart were reelected as Part-Time Senators and Tara Connolly was elected as an At-Large Senator.

Amy is serving on the Presidential Evaluation Committee. Faculty will be contacted for targeted interviews.

Chair-Elect's Report: Rick Bullis

Chair-Elect Rick Bullis announced Jinger Doe won the election for Faculty Senate Chair-Elect. He thanked Blisin for running and giving us a competitive election.

Past Chair's Report: Virginia Irintcheva

Virginia congratulated Amy and Rick on their work in Senate this year and ended her final report to the Faculty Senate before heading to her sabbatical in the Fall.

Administrative Report: Karin Hilgersom, TMCC President

Dr. Hilgersom opened her report offering praise and gratitude to the Faculty Senate and its leadership for the work done this year. She also reported the TMCC Administration will wrap up the budget, focus on enrollments, admissions, and student intake over the summer.

The remote work occasional use policy should be happening on a case-by-case basis between the supervisor and the employee, it does not have to go on the form.

The equity consultant recommended model raises salary, minimum placement, and compression. The presentation is May 17 via Zoom and Dr. Hilgersom noted the model is post COLA. The implementation will be retroactive to July 1.

The budget is finishing up at the Legislature. The Legislators are working on final budget decisions and may go into special session. If TMCC is not funded for enrollment recovery, 80% funding for COLAs, and the workforce investment dollars TMCC will recommend to hold positions vacant in year 1 and encourage the raise of student fees in year 2 by \$3/credit hour. If positions are filled the tuition increase would be \$17/credit hour.

Administrative Report: Jeffrey Alexander, Vice President of Academic Affairs

Dr. Alexander reported upcoming changes to our digital environment. Smart Thinking is being phased out by the manufacturer. TMCC will partner with Washoe Library to use Brain Fuse. Grammarly will no longer be used on state-owned devices. Pack Back and Writing Lab will be available in the Fall. The Engines of Innovation project will give UNR a \$1M grant to write a grant for ten-year \$100M award that TMCC would be a sub awardee to develop curriculum for the battery recycling industry. Michael Deblasi will be the instructor for the Tesla programs. Pat Jarvis will be the Panasonic WIIN Grant Manager. Our students took gold and bronze in the Skills USA Competitions. TMCC will receive state monies for Dual

Credit students \$100/student. Special course fees have been reduced by \$9,164. John Hughes is the new Associate Dean of Library and Online Instruction and will begin at TMCC on May 15.

Student Services and Diversity Leadership – Estella Levario-Gutierrez, Vice President of Student Services and Diversity

An Executive Director of Academic Advising and Access will not be hired. The units under that position will be split between YeVonne Allen, Andy Hughes, and Yuli Camarena-Chavez. YeVonne will oversee advising. Yuli will oversee International Services. Andy will oversee Financial Aid. This is effective July 1.

Approval of the April 14, 2023 Minutes

Motion: To approve the Faculty Senate Minutes for April 14, 2023.

Movant: Chair-Elect Rick Bullis

Second: Senator Ron Marston

Vote: Motion passed with 20 ayes.

Consent Agenda

Motion: To approve the May 12, 2023 Consent Agenda.

Movant: Senator Haley Orthel-Clark

Second: Senator Sharif Rumjahn

Vote: Motion passed with 23 ayes.

Mid-Tenure Review Process – Senator Lars Jensen

Senator Jensen requested to refer this issue to the Professional Standards Committee and thinks an opinion, mid-tenure, from administration is valuable. Senator Lars Jensen moved and Chair-Elect Rick Bullis seconded to send the Mid-Tenure Review Process to the Professional Standards Committee. The motion passed with 24 ayes.

Creation of a mid-tenure review process for the Bylaws, as required by NSHE handbook, Title 4, Ch 3, Section 4.7.

Per Title 4, Ch 3, Section 4.7 a faculty member is entitled to a mid-tenure review by the administration. This is a very valuable option.

A mid-tenure report written by the administration is a paper trail that only can help the tenure-track candidate:

* If the candidate is doing well mid-tenure, the administration will document it in the mid-tenure report, and that will make it harder for the them to deny tenure.

* If there are issues, the candidate will be told in time in the report, and the candidate can work on them, and the committee can specifically document in their semester reports how the candidate has done so. This makes it harder for the administration to spring a surprise and deny tenure.

Title 4, Chapter 3, Section 4.7

"7. Academic faculty in tenure-track positions shall, in addition to the annual written evaluation, be entitled to a written mid-tenure review of their progress toward tenure. The procedures for the review shall be described in each institution's

bylaws. Notwithstanding a positive midtenure review, the award of tenure remains a discretionary act as provided in the NSHE Code. (B/R 12/06)”

Standing Committee Reports

Academic Standards and Assessment Committee – Jinger Doe

The committee has met twice since the last Faculty Senate Meeting and have now completed all 13 of the scheduled PURs for this year. Fall plans are being made. The committee will discuss the Academic Dishonesty Policy, host three Professional Development workshops, and explore AI. The committee next meets in Fall.

Administrative Faculty Committee – Ben Davis

The committee met yesterday and discussed the low staffing model. The committee will issue a survey after summer to gain feedback on how it went. The Administrative Faculty Committee approved a Salary Advancement Resolution and bring it to the Senate today. A suggestion received was to combine the Administrative Faculty Committee's request with the Salary, Benefits and Budget Committee. The motion passed with 24 ayes.

Resolution of the Administrative Faculty Committee of Truckee Meadows Community College for Administrative Faculty Salary Advancement

Administrative Faculty Committee approved on April 21, 2023

Presented to Faculty Senate: May 12, 2023

Whereas administrative faculty, equal to academic faculty, are integral to the college's success and operations and therefore should be offered parity in opportunities for salary advancement;

Whereas because professional employees do not have a designated pathway to regular pay increases, the institution risks losing, and does lose, valuable resources to competing organizations;

Whereas the employer / employee relationship should be built on the mutual agreement that pay, purpose, and pathways will be agreeable;

Be it resolved, the TMCC Administration and the TMCC Administrative Faculty Committee will collaborate whereas:

1. The TMCC Administration will, in good faith, earmark no less than \$100,000 annually to fund eligible administrative faculty for salary advancement per an agreed upon policy; and
2. The TMCC Administrative Faculty will, in good faith, draft an efficient and equitable policy to be reviewed and approved by the TMCC Administration upon amenable terms being agreed upon; and
3. Future discussions on salary advancement policies will include academic and administrative faculty.

Curriculum Review Committee – Katie Kolbet

Katie thanked the Senate for passing the items on today's consent agenda. The committee met last Friday. Common course numbering will resume in the Fall. The committee next meets in the Fall.

Learning Commons Committee – John Kemp

The committee held a panel with the Veterans Center on the Afghanistan War on April 20. Joe Anderson has been elected as committee chair. The committee next meets in the Fall.

Part-Time Faculty Committee – Edwin Lyngar

The committee met prior to today's Senate meeting and celebrated Cara and Gus' reelection to the Senate. The committee discussed priorities for next year. The Adhoc Recognition Committee will meet in June. The committee will also discuss the Longevity Program. The committee next meets in the Fall.

Professional Standards Committee – Marynia Giren-Navarro

The committee met today. Karen Wikander was named chair beginning AY 23-24. The committee discussed the following priorities for the Fall: a promotions committee, continuing to meet on Zoom, student evaluations, and the rubric for evaluations. The committee agreed to move meeting dates to two weeks prior to the Faculty Senate.

The committee approved a form for the Annual Plan / Evaluation and are bringing it to the Faculty Senate for approval. The motion passed with 19 ayes.

Recognition and Activities – Tara Connolly

Tara announced the winners of the Distinguished Faculty Awards: Dan Loranz for Teaching and Adine Stormoen for Service. The committee will be reviewing the selection criteria in more detail. The April and May Professional Employees of the Month have been awarded. The nominations for Career Champions close today. The committee next meets in the Fall.

Salary, Benefits and Budget Committee – Matt Leathen

The committee met two weeks ago. Matt thanked the Senate for approving Faculty Senate Travel funding on today's consent agenda. The committee approved two resolutions at their April 28, 2023 meeting and are being brought to the Senate today.

Resolution on Salary Enhancement Funding Reallocation

Whereas TMCC leadership committed \$100,000 to fund raises via a new Salary Enhancement Policy on July 1, 2023 for the purpose of encouraging, recognizing, and monetarily rewarding via salary enhancement those tenured faculty members who excel in fulfilling their responsibilities to their students, to their departments, to the college, and to the community.

Whereas a policy to award these raises will not be completed this academic year for implementation on July 1, 2023.

Whereas both Academic and Administrative faculty excel in fulfilling their responsibilities to their departments, to the college, and to the community.

Be it resolved that the TMCC Faculty Senate supports the allocation of the previously committed \$100,000 funding for Salary Enhancement raises to be used for Academic and Administrative faculty salary raises under the current policy outlined in Article 4 Section J of the TMCC Bylaws by adding the \$100,000 additional funds to the \$174,000 Merit allocation for a total \$274,000 Merit allocation for implementation in FY2024.

This motion passed with 23 ayes.

Resolution on Salary Enhancement Process

Be it resolved: There shall be a yearly salary advancement process for Academic and Administrative faculty to be eligible to receive salary increases that add to their base salaries in addition to the Merit Policy from Article 4 Section J of the TMCC Bylaws. The procedures and processes shall be developed by the Faculty Senate and agreed upon by the President and shall be funded initially in FY 25 at no less than \$200K and yearly thereafter as the budget allows.

This motion passed with 24 ayes.

WebCollege Faculty Advisory Committee – Blisin Hestiyas

The committee met today. A cohort will be held for the new design software for Canvas which will include a \$200 stipend. Contact Sarah with the WebCollege if interested. The committee will continue discussing the process and wording on the Optional Online Faculty Evaluation Form in the Fall. Frank Amankonah was elected as the new chair. The committee next meets in the Fall.

Student Government Association (SGA) – Chanikan Buntha

No report was given.

Classified Council – Sarah Gill

Sarah reported the April Classified Employee of the Month was Dianne St. Jacques in Liberal Arts. The May Classified Employee of the Month nominations are currently being accepted. The Summer Symposium is being planned and elections for the Classified Executive Board will begin May 22-26, 2023. The new board will be announced June 2.

Old Business

Proposed Bylaw Changes, Second Read: Chair-Elect Rick Bullis reviewed the proposed bylaw changes which include chair responsibilities, Executive Board responsibilities, and the Faculty Evaluations Committee.

Senator Haley Orthel-Clark moved and Senator Ron Marston Seconded to approve the bylaw changes. The motion passed with 23 ayes.

New Business

Senator Jensen requested a promotion committee be formed and to forward this item to Professional Standards or one of the other committees. Senate Chair Amy Cavanaugh will send this to the Senate Executive Board for discussion and committee assignment.

Plaque Presentations: Senate Chair Amy Cavanaugh and Chair-Elect Rick Bullis presented plaques to each other for their service to the Faculty Senate. Amy also received a mace and pin to commemorate the inaugural ceremonial mace she will display during the procession at today's commencement ceremony. Rick was presented with the Senate gavel and adjourned today's meeting.

Adjourn

Senator Ron Marston moved and Senator Jennifer Pierce seconded to adjourn the May 12, 2023 meeting. The motion passed 16 ayes.

Meeting Adjourned: 2:00 p.m.