



Truckee Meadows Community College

Faculty Senate Administrative Faculty Committee

MEETING MINUTES MAY 13, 2022

10:30 – 12:00 p.m. Virtual Meeting - Zoom

Meeting called to order: 10:32 a.m.

In attendance: Ben Davis, Maggie Eirenschmalz, Felipe Gutierrez De Alba, Ashlyn Herold (Chair), Leslie Jia, Kate Kirkpatrick, Staci Miller, Micaela Rubalcava, Nicole Shimabuku, Conrad Wong

Absent: Tommie Guy, Jack Sato

Approval of 04/15/22 Minutes

Motion: Micaela Rubalcava

Second: Staci Miller

Motion was approved.

Update on Year of Sustainability

Micaela presented on the Year of Sustainability, which will be next year, the 2022-2023 academic year. The goal is that every department/committee/program at TMCC does something to participate. Some ideas on how the AFC could participate include having the check-in question at the beginning of the meeting be oriented towards sustainability; holding one of next year's meetings outside; or promoting activities from marketing.

Annual Evaluations Ad-Hoc Committee

Ashlyn proposed establishing an ad-hoc committee that will work on updating the annual evaluations, as discussed at last month's meeting. The ad-hoc committee can work through the summer and will set a goal to have proposed changes to the annual evaluation forms before Faculty Senate for approval before the end of the Fall 2022 semester. The ad-hoc committee will be chaired by Staci Miller and Kate Kirkpatrick, Felipe Gutierrez De Alba, and Ashlyn Herold will be members.

Discussion on Next Year's Projects

The committee discussed the prioritization of projects that have been previously discussed or worked on. The top priority is to clarify the process for position reclassifications, with a goal to have some understanding and examples on when and how it works. The next priority will be to host professional development for administrative faculty; June seems like a reasonable target, and maybe it can be something fun and light like the Welcome Week event we offer to students. The Professional Advancement program and having the AFC chair on the Faculty Senate Executive Board are projects to focus on during the 2023-2024 Academic year.

New Business

None

Old Business

None

Committee Announcements

Next meeting September 16, 2022, 10:30-12:30 p.m. via Zoom

Adjournment: 11:39 a.m.