

FACULTY SENATE MEETING MINUTES

September 25, 2015

Faculty Senate Chair: John Adlish	Faculty Senate Chair-Elect: Cheryl Cardoza	Executive Committee member, Curriculum, Assessment & Programs Committee Chair: Melanie Purdy
Executive Committee member, Salary, Benefits and Budgetary Concerns Committee Chair: Steve Bale	Executive Committee member, Professional Standards Interim Committee Chair: Eddie Burke	Executive Committee member, Student Learning Outcomes & Assessment Committee Chair: Brian Ruf
Library Committee Chair: Corina Weidinger	Part-Time Faculty Issues Committee Chair: John Frederick	Recognition & Activities Committee Chair: Olga Katkova
Senators for Allied Health: Julie Muhle Patti Sanford	Senators for Technical Sciences: Brian Ruf Mike Schulz	Senators At-Large: Erin Frock Tommie Guy Jay Jorgenson Brandy Scarnati
Senators for Biology: Jim Collier Dan Williams	Senators for Business Division: Robert Kirchman	Senators for Computer Technology: Steve Bale Cathy House
Senators for English: Julie Armbrecht Eric Neuenfeldt	Senators for Humanities: Tom Cardoza Wade Hampton	Senators for Math: Blisin Hestiyas Lars Jensen
Senator for Physical Sciences: Matt Leathen Dave Boden	Senator for History, Political Science & Law: Paul Davis	Senators for Social Sciences: Haley Orthel-Clark Micaela Rubalcava
Senator for Visual and Performing Arts: Dan Bouweraerts Candace Garlock		

Absent: David Boden (his proxy was Scott Huber) Tommie Guy (proxy is Jay Jorgenson).

Guests: Donna Ballard, Clifford Bartl Dr. Buchanan, Elena Bubnova, Kellie Carter, Kyle Dalpe, Jason Geddes, Zachery Gregovich, Julia Hammett, Mike Holmes, Brad Norman, Rich Olson, James Phillips, Patty Porter, Spencer Shultz, Grace Tout, Sharon Wurm, David Turner, Sharon Wurm.

The meeting was called to order at 12:33 p.m.

Please sign the attendance roster (Exhibit A).

Chair Adlish: Those of you who are new Senators or Committee Chair, please raise your hands welcome and thank you we appreciate your service.

We had decided as the Executive Committee and myself as the Chair of the Faculty Senate to change the order of how we will conduct the meetings based off suggestions we received last year. The following changes have been made:

- Action items have been moved up in the Agenda.

- Administrative Report will be given by someone in the Administration that are direct reports to the President (VP's, the President, they are not represented by the Faculty). They will have a certain amount of time for their report.
- The Chair and Chair-Elect reports have been moved above the Administrative Report in an effort to improve communication. Allowing the Administration the opportunity to hear what we are addressing.

The Chancellor and Regent Geddes will plan on being here today around 1:30. If we need to extend the meeting allowing everyone to have enough time to interact with ask questions. He will be addressing 2 issues that are listed on the agenda.

Approval of Meeting Minutes from May 15, 2015 (Exhibit B)

Motion: To approve the Faculty Senate meeting minutes from May 15, 2015 as submitted.

Movant: Senator Bouweraerts

Second: Senator

Vote: Passed unanimously

Consent Agenda (Exhibit C)

Motion: To approve the Faculty Senate Consent Agenda with the following changes:

Senator Burke- Dave Boden is not a member of the Professional Standards Committee of the committee.

Movant: Senator Cardoza

Second: Senator Williams

Vote: Passed unanimously

Chair Report – John Adlish

Major Goals I have set for us as the Faculty Senate this year:

- Presidential Search – Acting/Interim, completed the survey (**Exhibit D**).
- Transparency for administration and faculty
- Accountability – for all
- Improve communication between all constituent groups
- Participation, having a voice
- Culture Shift
- Building college budget
- Have a little fun

Fall Appointments:

- Dr. Paul Davis, Senator - HPSL
- Dr. Melanie Purdy, CAP Chair

- Dr. Jim Collier, Senator – Biology
- John Frederick, P/T Issues Chair

Major Issues Affecting Faculty:

“Merit” = “Pay Issues”	Retention, Persistence (Ws/Fs)	Accreditation visit
Consolidated services Police	Keys	Presidential Evaluations
Administrative Evaluations	Organizational modifications	IAC impact
Workload/Release time	Changes in Senate organization	Master Plan
Summer School – pay, rights	SLOA, Academic Affairs	Dean, VP survey policy – bylaws
Annual plans ??		Senate bylaws
		Committee bylaws and charges

Major topics – System level:

Faculty/ Shared (consolidation) services <ul style="list-style-type: none"> • Police TMCC/UNR • Shortened administrative notice • Administrative re-assignment • Administrative Faculty 	Broad Reaching <ul style="list-style-type: none"> • Chancellor’s Faculty Compensation Workgroup • Shared Governance, board level • Budget building • Communication with legislature <ul style="list-style-type: none"> ○ Getting message out ○ Style of communicating
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Chair-Elect Report – Cheryl Cardoza

System Level Observations:

- More Attention to the Community College
 - Funding Formula
 - System Level Committee
 - Talk of a Vice Chancellor
- Audit Committee and Shared Governance
- New System Level Dashboards for Comparing Institutions

Senator Duties

- Handbooks

- Bylaws:
 - 4.6.1 To ensure greater accountability on the part of the individual Senator, it shall be the responsibility of each Senator to regularly attend Senate meetings or arrange a proxy...
 - 12.2 A proxy must be a faculty member from the absent Senator's area.
 - 12.3 The proxy must be designated and be communicated in writing, by hard copy or electronically, to the Senate Chair at least one day prior to the meeting.
 - 4.6.1Senators shall be expected to keep their constituents informed of Senate proceedings.
 - 4.6.2 In questions of voting, it is the responsibility of each Senator to act in the best interests of his/her constituents.

Ad Hoc Committees:

- Reorganization Committee
- Bylaws Review

Bylaw Changes:

- Faculty Senate Bylaw Changes
 - Committees are asked to review their charges
 - Committee Membership statements—First Reading
- TMCC Bylaw Changes: President's Advisory Council
 - Presidential Appointment of Administrators – Went through Professional Standards Committee last year and did not pass through the Faculty Senate due to one word of "shall" vs. "may."

Abstention Voting – Action Item (Exhibit E)

Motion: To approve in simple majority votes count the abstention as null votes (so they are not counted in the total for the majority see table in Exhibit E).

- What is an Abstention Vote?
- Member's Right to Abstain
- Historically, Abstention Votes are counted as No Votes
- Simple Majority Votes vs. Defined Majority Votes
- Impact
 - Someone Abstaining is not voting No, but that is how their vote is counted.
 - If this passes, Abstention and null votes will not be counted in the total to determine a majority for simple majority votes only.

Movant: Senator Jensen

Second: Senator Hampton

Vote: In favor: **Passes.**

Abstentions: 2

Chair Adlish: The Executive Committee voted on this issue of not counting abstentions in the denominator with a vote of 4 to 2 to support this. I would like the Faculty to know where the Executive Committee stands on this issue.

Administrative Evaluation Policy – Action Item (Exhibit F)

Introduction: The original policy was written and discussed last year. John Adlish was directed to present the policy for TMCC legal evaluation. The changes in blue were added by Legal Counsel, John Albrecht. Suggestions for removals are in red and crossed out. Suggestions for additions are in blue and bold. We ask Faculty Senate to approve this policy so it can be added to the TMCC Bylaws through the Board of Regents.

Policy Text: In addition to the annual evaluation of deans, vice presidents and other administrators who supervise academic faculty, a performance survey will be conducted by the Faculty Senate at least every two years. This survey will become part of the annual evaluation of the administrator and will include input from all faculty and classified staff supervised by the administrator. The faculty senate chair or his/her designee, the faculty senate chair---elect or his/her designee, **the classified council president or his/her designee**, a representative from Human Resources, ~~and~~ the respective vice---president, and **the employee being evaluated** will meet to review the survey results and supervise comments on a date prior to the date on which the VPAA issues his/her final evaluation of the administrator. The results of evaluations of vice---presidents will be forwarded directly to the president and the president will meet with the senate chair, chair---elect, **the classified council president**, and a representative from human resources to review the survey results. If the evaluation results in an unsatisfactory rating, a job performance evaluation will be required in the following academic year. **The results of the survey are part of a confidential personnel process and cannot be shared without written permission signed by the Dean who is being evaluated.**

Chair Adlish: There is one change. At the bottom in the last sentence the wording of Dean needs to be changed to Administrator since we will be doing VP surveys and Dean Surveys. That would be the final change. It will then go to PAC for final reading. If it is approved at the next PAC meeting, it will then go to the Chancellor for signature.

Last year there were 2 approvals on this:

1. To approve having a policy that said we are going to do Administrative Evaluations.
2. To approve the policy prior to legal reviewing and said we have to have this information added an in the policy.

Motion: To approve the Administrative Evaluation Policy Revisions with 1 minor exception: To change that last sentence from Dean to Administration (Exhibit F). This is a TMCC Bylaw change, not a Faculty Senate Bylaw change.

Movant: Senator Bale

Second: Senator Williams

Vote: Passes unanimously

Abstentions: 0

Chair-Elect Cardoza: That concludes my report.

Chair Adlish – Results of the Presidential Survey (Exhibit D)

Sent out to close to 400 people.

1. Asking whether you are an Academic, an Administrative Faculty Member, Classified Employee or other.
2. I am in favor of a National Search for the next TMCC President -88.26% in favor.
3. If you answered yes to the above question, are you in favor of a national search:
 - As soon as possible – 70.78%
 - As time allows – 15.53%
 - In the next year – 13.70%
4. Do you favor an

- Acting President – 79.4% or
 - an Interim President – 20.66%
5. If you favor an Acting President do you favor an:
- Internal Candidate – 58.74%
 - External Candidate – 41.26%
6. Rank the following qualifications (from most valuable to least desirable) that you would like to see in our future president. 1=Most Valuable, 6= Least Desirable.

	1	2	3	4	5	6	Total	Score
Previous college presidential experience.	17.54% 37	13.27% 28	9.00% 19	11.85% 25	13.74% 29	34.60% 73	211	3.05
Demonstrated support for academic excellence.	31.73% 66	21.63% 45	22.12% 46	14.42% 30	8.17% 17	1.92% 4	208	4.49
Demonstrated record for external fundraising.	3.72% 8	8.84% 19	17.67% 38	16.74% 36	23.72% 51	29.30% 63	215	2.64
Demonstrated support for student services.	8.68% 19	17.35% 38	25.57% 56	21.46% 47	13.70% 30	13.24% 29	219	3.46
Significant knowledge of college funding and finances.	6.11% 14	22.71% 52	15.72% 36	24.89% 57	21.40% 49	9.17% 21	229	3.40
Understanding the role of a community college in the community.	37.45% 91	18.93% 46	11.11% 27	10.29% 25	13.58% 33	8.64% 21	243	4.30

Chair Adlish:

- An Acting President, in Board of Regents Handbook Title 2, is not a person who would be applying for the Full time position.
- The Interim President means that the Board of Regents choses somebody to be Interim President. If the appoint an interim then that person is essentially who will be President. It will illuminate the need for a search. Then that person can be easily appointed. The bad news is that there is a provision in Title 2 if the Board decided to go from Acting to Interim, by 2/3 majority vote of the Board of Regents, they could change that.

NFA Report- Scott Huber

I am giving the report in lieu of Julia Hammet who is the NFA President.

1. Negotiations: Collective bargaining here at TMCC and the contract is currently being renegotiated. This began in mid-august. Julia is managing the discussion from the NFA Side. I do not see the changes in the contract we will be subject to. There will be some clarification changes.
 - 2 big items from the faculty from the faculty point of few is:
 - Program Coordinators need to be recognized for the hard work they do and compensated for that.
 - Recalibrate the compensation package for the Chairs who do a lot of work around here as well. This is being taken on by Brad Summerhill.
 - We were trying to get this to the Board of Regents by January meeting. It first has to be ratified by the NFA Members here at TMCC. Then to the State Board of NFA for ratification. Then to the Board of Regents.
2. NFA & Faculty Senate: The status of this.
 - Faculty Senate has to do with governance issues.
 - NFA has to do with Faculty Rights.

- Some people perceive that as being exclusive of each other. They are really one in the same. If you have good governance policies and good faculty rights policies in place, which creates a good culture for the college and maintains the academic integrity.
- I am really pleased to announce that John and Julia are working hand in hand. They are getting a lot of work done. I think because of this faculty are really well received. I would ask you to thank both John and Julia both for the work they are doing.
- NFA & Faculty Senate are on the same page.

3. Status of TMCC

- Last spring TMCC endured an ethical crisis. I do not think that anybody questions the authority of this President or any other President to make decisions.
- Making decisions has to come with certain responsibilities.
- Governance structures matter.
- Bylaws matter.
- When those things are ignored or swept beneath the rug, I think you end up with the crisis we had on this campus.
- Faculty do not want to manage this college. They want good administration to do that.
- As a direct result of the crisis that we had here last spring, NFA was instrumental in doing a campus survey, the results were revealing. We also drafted a letter of concern about how the college was being managed. This was signed by over 72 people over the course of a few days, Administrators, Faculty and Classified also signed it.
- For this reason we are in transition today.
- I am speaking from NFA now not personally we have to have national searches all of these positions. We did a national search for the VPAA, we have a great candidate who has the credentials and qualifications. We welcome you Dr. Buchanan to your new position and thank you for your service.
- I would ask when John or Julia ask you to serve on these different committee's even in this transitional period to step and do it. Tenure has certain privileges and also certain responsibilities. When asked to step up you need to do that.
- I think the college is headed in the right direction.

4. Challenges the college has in front of it.

- The current funding formula is probably as illogical as the previous one and needs to be fixed.
- We have 60,000 plus people going to community college in this state. The funding needs to reflect that.
- From an academic point of view I think outsourcing can be potentially a real problem.
- I know nothing about the Western Governors University. I know that they are motivated by profits and we are motivated by getting people educated for the workforce of the state.
- Considerable apathy and Sinicism in the halls. This directly as a result of last spring. I think we are on the mind but I also think there is a very dangerous wedge between faculty and administration. It needs to be recognized and resolved.
- We need to pay attention to academic integrity. We are not a social services entity or a public relations firm. We're not a business looking at profit margins. We are an academic institution and the faculty need to continually stand up and reinforce that when people come down the road with ideas that are contrary to the needs what goes on in the classroom.
- NFA strongly supports accountability, both in the classroom, in the halls, the administrative offices, the Regents level and the Chancellors office. If we don't have accountability we run into problems as you well have seen.
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e--Ncore Work Group Report & Recommendations

e-learning taskforce

The e-Ncore Work Group has dedicated the past year to completing the charges and tasks given us by the Chancellor. The Work Group was comprised of outstanding faculty and eLearning administrators from all NSHE institutions. It has been a remarkable journey of discovery. The Final Report and Recommendations reflect the quality, intensity and creativity of the Work Group members.

Committee Reports

Library Committee – New Chair Olga Katkova for Tom Kearns

- I will be the new Chair for the Library when have or next meeting here.
- We have not met since the last Faculty Senate Meeting so there are not any minutes.
- I will be sending out emails at the beginning of the next semester regarding the events we are organizing.

Student Government Association - Stephanie Prevost, SGA President

- Introduce the new SGA President: Spencer Schultz.
- Our Mascot now has a name – Wizard the Lizard.

Chair Marston: Thank you Stephanie for you time and service.

Round of applause

Classified Council - Dee Dee Segal

- Our 2014-2-15 Employee of the Year Donna Clifford was announced last week May 12th at the Classified awards ceremony. Other nominees included Denise Pickering, Carole Chouniard, Ellie Wilkins, Echo Lynch and Amanda Sagun.
- At the Classified Symposium July 13th thru the 16th, the classified staff will be learning about things that help to keep you safe.
- Classified Bylaws Committee had our first review of the bylaws revision at our Classified Council Meeting held on May 6th. Our 2nd review will be on June 3.
- At our next meeting we will be swearing in our new Classified Executive Board. Our new officers are:
 - Hospitality Officer - Ellie Wilkins
 - Treasurer – Amanda Sagun
 - Secretary – Valerie Kelly
 - I would like to introduce our new Vice President Gracee Tout. She will be replacing me at the Faculty Senate Meetings as I move into the position of Classified Council President.
- The fitness challenge was wrapped up and the winning team was announced at our May 6th meeting.
 - With a total loss of 4% body fat, the winning team consisted of Toni Hippert, Dawn Ingraham, Tina May, Janet Bicker, and Adine Stromeon.
 - The winning team received \$550 in cash with \$550 being raised for the Classified Council.

- It was such a success that the Council will be doing it again next year using weight loss rather than body fat loss.
- The challenge will be open to all faculty, administrative and classified staff.

Chair Marston: Thank you Dee Dee for serving and welcome to Gracee Tout.

Part-Time Faculty Issues Committee - Dawnne Ernette, Chair

- The Part-time Faculty Issues Committee has not met since the last faculty Senate Meeting. That concludes my report.

Chair Marston: Thank you Dawnne for that short report.

Professional Standards Committee - Eddie Burke, Chair

Summer Travel Funds recommendations are on the Consent Agenda

- We were able to use the left over funds that Chair Marston didn't use. Which gave us \$2155 to use for the Summer Travel.

Sabbatical Review Committee – Election held. Chair of the Committee is Steve Bale.

- Chair of Sabbatical Review Committee
- An email was sent out asking for nominations for people who want to serve as Chair of the Sabbatical Review Committee coming up in the fall.
- Nominations closed May 4, 2015.
- Professional Standards Committee will be voting for the new Chair.
- If anyone would like to sit on the Committee as a reviewer please sent your name to Tara.
- We are looking for those to serve in the Fall.

Sliding Scale Resolution (Exhibit E)

To approve the Resolution to support part-time issues committee in their rejections of this new pay scale.

Chair Marston: This is a resolution brought forth by the Professional Standards Committee in support the Part-Time Faculty Issues Committee, (based on their survey).

By the Senate not supporting this, it doesn't mean it won't come back. I will send the message that we don't like this.

Motion: To approve the Resolution to support part-time issues committee in their rejections of this new pay scale.

Vote: Passed Unanimously

Abstentions: None

The Student Audit and Withdraw numbers, Travis Souza gave us actual numbers.

- We will start to get an email for students withdraw.
- Possibly addressing that the student must contact the Teacher to Audit. Looking into this.
- These concerns will be brought up in the Fall with the new VPAA.
- Next meeting in Sept.

Chair Marston: If there is no further discussion, we will move on and move forward with that next month. Thank you Senator Burke.

Salary, Benefits & Budgetary Concerns Committee - Steve Bale, Chair

- 2 resolutions that I want to bring to the floor:

Benefits and Budgetary Concerns Committee May 1, 2015 for presentation to Faculty Senate May 15, 2015

Full-time faculty who are tenured or tenure track shall have the first right of refusal on all summer school classes for which they are qualified to teach in their primary department, over any classified, part-time or full-time non-tenured/non-tenure track/zero rank faculty.

Summer School Policy Resolution (Exhibit F)

To approve the Resolution to support part-time issues committee in their rejections of this new pay scale.

Chair Marston: This is a resolution brought forth by the Professional Standards Committee in support the Part-Time Faculty Issues Committee, (based on their survey).

By the Senate not supporting this, it doesn't mean it won't come back. I will send the message that we don't like this.

Motion: To support the Summer School Policy Resolution

Vote: Passed Unanimously

Abstentions: None

Motion to extend the meeting by 10 minutes.

Motion: To extend the meeting by 10 minutes.

Vote: Passed Unanimously

Abstentions: None

Summer School Compensation Policy (Exhibit G)

Passed by Salary Benefits and Budgetary Concerns Committee May 1, 2015 for presentation to Faculty Senate May 15, 2015

Faculty at Truckee Meadows Community College shall be compensated for teaching summer school as follows:

1. Faculty who are on an "A" contract during the academic year will be considered as teaching an overload and be compensated at the part-time rate unless their contract specifically requires a Summer school load in which case they will not receive an additional stipend.
2. Faculty who are on a "B" contract during the academic year will be paid at the per credit hour equivalent of the published community college salary schedule per NSHE Procedures & Guidelines, Chapter 3 Section 1 using the "Min" rate of the faculty member's grade divided by 30.
3. Faculty who are part-time during the academic year will be paid for summer teaching on a per-credit basis according to the same rate used during the Spring semester of that academic year.

4. If registration fees of all courses to be taught by an individual faculty fail to cover the faculty's salary as provided herein, the faculty shall be paid a lower amount equal to 85 percent of the actual revenues generated, but not less than the part-time rate. The administration reserves the right to cancel classes. Calculation of fees shall be based on enrollment at 3 working days prior to the beginning of each of the summer session.
5. It is in the best interest of both the faculty and administration of TMCC that summer school remains solvent. The TMCC faculty senate and TMCC administration will review this policy every 2 years.

Motion: To table the Summer School Compensation Policy Resolution until Fall

Movant: Senator Purdy

Second: Jim Collier

Vote: Passed Unanimously

Abstentions:

Chair Marston: As I understand it I suggest we take this up our next meeting is for discussion.

Chair Marston: Thank you Dr. Bale.

Curriculum, Assessment & Programs Committee - Melanie Purdy, Chair

- Thank you to all of the 28 CAP Committee members. They were able to complete a ton of work with CAP,
- Please plan to return in the Fall.
- We have a schedule change. The first deadlines will the 1st Friday we return in the Fall.
- New Degree submission packets. Should make if a little easier but you will still need to fill out the NSHE packet.
- New email for MCO Submissions. capchair@tmcc.edu
- Reviewing RFP to help. It will be at least spring possible fall.
- CAP Training during Professional Development. Please attend.

Chair Marston: Thank you.

Student Learning Outcomes & Assessment (SLOA) - Brian Ruf, Chair

- Our last meeting was on May 8th, 2015 was cancelled
- Before that we finished up the English and Science Gen Ed for the AAS. Now it will go to the CAP Committee at their next meeting.
- Next meeting will be on Sept. 11,, 2015. Where we will finalize Fine Arts and Quantitate Reasoning for the AAS.
- Recommending that the NV and US Constitution Diversity and Humanities be removed as Gen Ed requirements across the board and just listed as additional requirements. CAP is working on a form to make sure that is taken care of.

Chair Marston: Thank you Senator Ruf.

Recognition and Activities Committee – Erin Frock, Chair Senator Purdy Giving Report

- We would like to announce our Distinguished Faculty Award Winners:
 - Teaching Award Anna Douglas in the English Department
 - Distinguished Faculty & service Award Ron Marston
 - Awards will be given at Commencement
- Commencement will be at the Grand Sierra Resort again this year, May 22nd at 10:00 a.m. Please plan to be there by 9a.m.

- Light breakfast will be served at the Roving Room.

Distinguished Faculty Awards

- The selection committee has narrowed down our nominees to the top three candidates for both Teaching and Service Awards. Those candidates are currently going through observations and interviews. Final decisions will be made by May 1st.

Professional of the Month

- 2 POM awards for May & June. We will be awarding these in the next couple of weeks.

Annual Jenga Tournament

- This will be held in the fall at Convocation.

Chair Marston: Thank you.

Old Business

None

New Business

Chair Marston: Is there any new business?

Before we go I have certificates of appreciate for all of the Senator's and Chairs.

Plaques were given to the Chair Marston and Chair –Elect Adlish in appreciation of service.

Adjournment at 2:35p.m.

**Adjournment time will run no later than 2:30 p.m. unless approved via motion by the Senate.*