

---

# FACULTY SENATE MEETING MINUTES

---

## December 18, 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: Clifford Bartl 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 Leathan 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: Julie Armbrecht (her proxy was Eric Neuenfeldt), Steve Bale (his proxy is Robert Kirchman), Cliff Bartl, David Boden (his proxy is Olga Katkova), Jim Collier (his proxy is Meeghan Gray), Erin Frock (her proxy is Jay Jorgenson), Matt Leathan (his proxy is Olga Katkova), Julie Muhle (her proxy is Pattie Sanford), Melanie Purdy (her proxy is Haley Orthel-Clark).

Guests: VPAA Dr. Buchanan, Kyle Dalpe, Meeghan Gray, Julia Hammett, Kate Kirkpatrick, Spencer Schultz, President Sheehan, Grace Tout, Sharon Wurm.

The meeting was called to order at 12:34 p.m.

Please sign the attendance roster (Exhibit A).

## Approval of Meeting Minutes from November 20, 2015 (Exhibit B)

---

Motion: To approve the Faculty Senate meeting minutes from November 20, 2015 as submitted.

Movant: Senator Weidinger

Second: Senator Hampton

Vote: Passed unanimously.

## Consent Agenda (Exhibit C)

---

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

Professional Standards Committee – Mike Holmes will remain on the Committee.

SLOA Committee – Julia Hammett is added as a member.

CAP info. Correction Math 096A title should read: Intermediate Algebra-Basic Properties.

Movant: Senator Hampton

Second: Senator Bouweraerts

Vote: Passed unanimously

## President Sheehan - Farwell

---

Thank you so much for the opportunity to serve. **It's been a joyous experience because of the dedication that is in the Institution.** The care and concern that you have, what you do with the students, raising them up every day and the difference that you make in their lives, is a story I like to tell every time I get the chance. I want to thank you for the opportunity to do so.

Know that I will always be a warrior in support for this Institution and the work that you do. I tell everyone that I come face to face with how great the work truly is. I chance to capture 2 individuals that I think will be very beneficial to the Institutional and to talk with them about some of the things that we need.

The future of the Institution is extremely dependent on getting the word out and funding for the institution. I call the Institution Semi-private. You are going to have to raise your own money. We have done this successfully. We finished a \$25,000,000 campaign. **However it is everyone's** responsibility to help raise that money. **You don't have to ask for the money but, if you know someone who knows someone, you can get that word to the President or also to Gretchen.**

At the University they have an army of fundraisers. **We don't** have this, but look what we have been able to do without it. The more you can give the information of someone you may know, The Foundation has asked that I continue help. I will continue to do so. Know that I am going to be pushing out those stories. Most of the Community members have a fabulous story to talk about regarding what you do every day. This allows me to let them know that we need their support. When telling them we are not funded at the University. They are shocked by this and ask what you mean? You certainly need that same support.

This Fundraising effort is necessary to support programs, equipment and the future of our Institution depends on this. Let you voice roar as an Intuition. The voice of this Institution will be heard especially if you are in unison. The more united you can become the more support the Intuition will receive.

The position of President is very difficult one. **It's a very hard road.** . Please help support your new Acting President. He will need your help in many different ways in order to represent you well. You need someone to go 24/7 for you, with all energy and enthusiasm as possible. You all deserve this.

Thank you so much. I have enjoyed the experience of being with the Institution. My spirit will be here at the Intuition to give in any way I can give support.

Thank you.

## Chair Report – John Adlish

---

I want to thank Dr. Sheehan for her service to TMCC. I think she is now the second longest tenured President in our history and wish her the best of luck in her future endeavors.

### Major Topics:

#### Board of Regents Meeting

Changes the Chancellor has incorporated to both the Termination and Transfer of Administrator policies. These will be taken back to the Board of Regents in March.

#### Termination of Administrators Policy

Chancellor has agreed to a stepped policy.

- 1<sup>st</sup> year: 30 days
- 2<sup>nd</sup> to 5<sup>th</sup> year 60 days
- Agreed to ask board after 5 years extend this to 90 days. Better than the 30 days we had originally started out this may be pushed to a semester.

#### Transfer of Administrators

- People that the Chancellor wants to transfer. There must now be a detailed business explanation/plan.
- Involvement of the Senates.
- Moved from 10 **days' notice** to 30 **days' notice** after they have gone through the process.
- Consideration of people in daycare and school. May put it to the semester.
- Chancellor must now consult with the Senate and the Leadership at TMCC. For views on the transfer.
- Person being transferred would be involved in all of these discussions.
- Once decided to transfer the person, then they would get the 30 days.
- At the end of the process it really goes to a semester for all of these steps.
- Senate Chairs have suggested to the Chancellor the consideration of daycare or school.
- This process ties to the Termination Policy. There has to be an agreement from the person being transferred with the Chancellor with being transferred.
- When **the Chancellor was asked what if they don't agree with the transfer?** The Chancellor said that:
  - If they are in their 1st year: 30 days termination notice
  - 2nd to 5th year 60 days termination notice
  - 5 years: 90 days of termination notice. This is not a ways to run a business or corporation. Essentially if they **don't agree to the transfer they will get be terminated.**

## Police consolidation

- There was some public comment.
- Board chose to approve consolidation beginning July 1<sup>st</sup>.
- In March Chancellor must bring to the Board of Regents a more detailed plan that addresses a more detailed analysis of cost savings, coverage, guarantees, etc. This needs to include a report that is not just TMCC but must include one with UNR.
- Board of Regents will vote on this in March.
- If you read the documents, our 6.5 Officers will stay here. There will be coverage here. We are not losing any coverage.
- We will either a Commander or a Sargent that supervises the Officers.
- The Chancellor has explained that if he violates this legal agreement that is signed by everybody, that it goes before the Audit Committee on the Board of Regents. So, if we are supposed to have 6.5 Officers but only receive 5, then they will be audited.
- There is a schedule for the Officers.
- 6 point that Jason Geddes made regarding the org chart, budget, coverage, reporting lines, etc.

## Administrative Cost Reduction

- Reduce Administrative Cost at each Campus, by 10% then this money is supposed to go to Instruction.
- This 10% is not a fixed #, so it could be 7%, 8%, or 8.2%.
- They want to see a plan from the Administration showing how we are going to reduce administrative costs and put some of that money into Instruction.

## Presidential Search Committee Membership

- Had 1<sup>st</sup> meeting.
- Its public meeting, **it's going well** and there is a lot of emphasis on this being a public meeting.
- 6 Regents that make up the Selection Committee. Everything will go through them. They are the voting members. They will be the ones to look at the
- 17-18 Faculty Staff, Classified, IAC, Community that are merely advisors.
- Next meeting in January and are working on a job description
- Job description then needs to go out and be advertised.
- **The Regents will be the one's looking at all the Candidates.**
- Discussion on going to course of engaging a consultant to act as an intermediary between the applicants and the position. This will basically help to increase the capture because people do not want to apply for a position where they will be part of public notice right away. By utilizing the consultant they can screen and there is more confidentiality for someone who does not make the cut.
- The cost for the Consultant is \$100,000 cost for the search will be paid by TMCC.
- There was a lot of time spent training on Open Meeting Law. Which means that no one from the Committee or the Advisory Committee can have private conversations or emails regarding this information.
- If you want to be apprised of what occurs in the meetings, come to them.
- We are setting up a link on our Web site to the Presidential Search Committee Process. IT is working on this and should be up sometime in January.

## Chancellors Working Group on Pay issues:

- Met and is still navigating the waters of what we can do.
- Very unlikely that merit come to the state for any period of time.

- Group is currently going through the suggestions **and looking at what we can and can't do.**
- One suggestion was that we made from the Community College end is that **you can't** apply the same things from the University that you can at the Community College because both UNR and UNLV have more money.
- This gives the Universities more flexibility in there pay issue than we do at the Community College.
- This Committee will meet again sometime in January.
- Consideration of consider ranks. We currently only have 2 ranks. Considering the possibility of 3 ranks.
- **We are operating on the assumption that there will not be future Kola's, that there will not be future merit funded by the state.**
- We are going to have an election again so we do not know what the state will shift to or away from. This has been a part of the problem, whether or not the legislature begin to embrace Higher Education more and start to give more money to raises and keeping people in positions?
- There is a possibility of a Kola next year which could be 1.5% to 2%.
- Written into the Board of Regents Handbook were are supposed to do a Pay Equity Adjustment every 2 years.

## Chair-Elect Report – Cheryl Cardoza

---

### Adjournment Rules: extending meeting time motions

- Article XII of the Bylaws which define Senate Meetings does not specify an ending time or meeting duration
- The listing of an ending time on the agenda is not binding.
  - **Robert's Rules says that the agenda is only binding if formally adopted and doesn't have to be formally adopted if the agenda is presented for information only. (p.372).**
  - If we choose to adjourn before business is finished, any unfinished reports, items, or actions must be **concluded at the next regular meeting under "Old Business" (pp. 233-243)**
  - Any pending debate when the motion to adjourn is made is completed before we adjourn.
- We do not have a standard rule about Adjournment in our bylaws
- We do have a custom of adjourning at 2:30 and extending the time, but it is not a rule. So, other business controlled by rules actually take precedence over adjournment.
- It is our intent to complete meetings by 2:30pm or as close to that time as possible. We should all be prepared to stay an extra 5-10 minutes to complete our work if necessary. If it looks like we will have to stay longer than that, a motion to extend could be made.
- It is not a good idea to postpone committee reports until another meeting as there will be new business at that time. Other items could be postponed to a later meeting.

### Ad Hoc Bylaws Committee

- Met yesterday.
- Established the charge: The Committee will investigate the charges of the Faculty Senate Standing Committees and revise those so that the charges are defined and distinct, and there is a fair distribution of workload for the committees.
- Established a Meeting Schedule of Twice a month so that we can get the changes through Faculty Senate in a timely manner.
- Upcoming meetings:
  - Monday, January 11th, 2-4 p.m.
  - Friday, January 29th, 12-2 p.m.
  - Friday, February 12th, 12-2 p.m.
  - Friday, February 26th, 9-11 a.m.
  - Friday, March 11th, 2-4 p.m.
  - Friday, April 1st, 9-11 a.m.

## Venue for Graduation

The VPSS has asked for feedback on the venues being considered for graduation. She proposes two options:

- **Reno Convention Center (\$8000). But there's a gun show** that same day.
- Peppermill (\$18,000-\$19,000). I voiced concerns about parking there.
- A third option she brought up but dismissed:
- Lawlor Events Center. They are full on Friday, but can do Saturday. Her concern was that Saturday is not a contract day.

## Discussion

Ad Hoc Summer Pay Committee: Waiting for a Report from Rachel Solemsaas to determine how Summer School income is affected if all teachers are paid the full amount for their classes despite enrollment numbers. We will meet during Professional Development in January.

## NFA Report – Julia Hammett

### Recent contract negotiations

NFA Negotiating Team Leader: Julia Hammett

NFA Negotiating Team: Scott Huber, Brad Summerhill,

Team Leader: John Albrecht

The administrative team: Vice President Rachel Solemsaas, Dean Jim New, and Human Resources Director Rich Olsen.

The key issues negotiated:

- Choice of compensation for additional assignments
- Department chair formulas
- Leadership stipends for program coordinators
- A possible course release for NFA President
- Strengthening recruitment and hiring procedures for faculty, and Academic Freedom.

One of the most significant changes we obtained was the right of choice between a stipend and a course release for all additional assignments, whenever possible.

- **The administration's** concerns were primarily the impact on workload and their goal for all contract changes to be essentially revenue neutral.
- Changes in the department chair formulas.
- All department chairs were consulted during the process. The changes in the formula are not radical, the resulting changes are intended to make compensation more equitable for department chairs.
- Leadership stipends for Program Coordinators on B+ contracts.
- The administration agreed to grant a course release/semester to the NFA President if NFA can come up with the funds to pay for a part-time stipend to backfill the course releases. I have asked for an action item on the NFA State Board agenda for our January meeting to provide the funding. If approved our next president would be the first in the state to get such a stipend, but it is not a done deal by a long shot.

Essential set of contract changes is tied to our recruitment, screening, and hiring of academic faculty.

- Incorporated the procedures that establish rules for hiring one-year emergency faculty.

- Roughly comparable with those for hiring tenure-track faculty, except they enable a faster process and ensure that these appointments are not misconstrued as tenure-track hires.
- Strengthened the role of tenured faculty during recruitment, screening, and selection of tenure-track candidates.
- Tenured faculty on tenure-track probationary committees cannot be removed without cause.

**One change was the inclusion of the phrase “Academic Freedom” for the first time ever into our contract language, upon the occasion of the 100th anniversary of AAUP’s Declaration of Principles on Academic Freedom and Academic Tenure.**

Suggestion that rank and file faculty were not kept in the loop during negotiations.

- I consistently stand for accountability, transparency, and inclusion.
- Over the year before negotiations started we had three meetings to solicit input, two on campus and one off campus.
- All meetings were announced and all faculty were invited.
- In addition, for the first time, full NFA members had access to a google doc version of the contract where they could submit language changes.
  - **It is important to keep specifics under wraps so that the other team doesn’t get an advantage before or even during negotiations, so this document was only accessible to full members.**
- At our last NFA meeting in October we gave members a general idea about how negotiations were going and what items we were negotiating.
  - The particulars stayed in the room during negotiations except when primary stakeholders or experts were consulted.
  - Over the last several months we consulted with department chairs, program coordinators, faculty at Edison, and our team received training on workload formulas along with the Chair and Chair Elect of Faculty Senate.
- At the table if one team needed to discuss a point, they asked for the room to caucus and the other team vacated the room until they were done and then negotiations resumed.
- Negotiations concluded December 7th and by Thursday the 10th I had created a summary and sent that with a flow chart of proposals and the draft copy of the contract with tracked-changes to our NFA members requesting an up/down vote.
- Monday the 14th the majority of members had voted.
  - Over two thirds of our members have voted unanimously to support these changes.
- Next month the State NFA Board should vote to ratify the contract and then it should be on the NSHE Board of **Regents’ agenda for March. I**
- The new contract will be effective July 1, 2016.

NFA representation and our role at the college:

- Commend our many members who actively participate in shared governance and who take leadership roles on behalf of the faculty and the college.
- Currently 23% of all academic faculty are full NFA members and half of academic deans are associate members.
- All five of the last Faculty Senate Chairs have been NFA at some point, and three of the last four still are. One standing committee chair of Faculty Senate and 30% of all Faculty Senators are NFA members.
- NFA members sit on practically every committee at the college and provide a variety of support for our faculty daily and thus far, all pro bono.

Chair Adlish and I have spoken and we agree that NFA and Faculty Senate both play crucial roles in shared governance.

- Our two groups must maintain an effective partnership while recognizing our respective roles, rights, and responsibilities.
- We make faculty stronger with two voices than always speaking as one.

- NFA is essentially the legal arm of the faculty with the unique role of representing the collective bargaining unit and negotiating the contract.
- Faculty Senate has the critical role of advising the TMCC administration on countless issues.
- **Sometimes the NFA has played the “bad cop” to the Faculty Senate’s “good cop” image. We found this to be a reasonable fit over the last year as together we actively participated in recent changes at the college.**

NFA Contract workshop and our next NFA meeting will be on January 12th in RDMT 256, at 1:30 right after the Welcome Back luncheon.

## Administrative Report – Kyle Dalpe

---

### Police Shared Services

- Everything Dr. Adlish has mentioned is true.
- We are actually working on the report to clean it up before it goes back and forth again to the Board of Regents. Somewhere in that loop I want to include more people. I want to send it out using all mailbox.

2 parts to the plan: When it went to the Board of Regents, the Plan and the MOU.

- A lot of the issue was that these 2 contradicted each other.
- MOU is the contract. We have parked the Plan piece which is the narrative. We are taking the MOU and going through it with everything we considered a concern and everything we have been promised **back although it didn't** hit the Board Agenda and then go from there.
- I want to get it in front of the Key Groups. All of which played a huge role down at the Board of Regents meeting. Grace Tout with Classified Council, SGA President Spencer Schultz, John Adlish with Faculty Senate.
- We are going to have some Forums. The Chancellor the Board Chair and the UNR Police Chief have all offered to come to these open forums.
- Please advise Chair Adlish if or when you would like them to come to these meetings.

Chair Adlish: Is there an appetite to have them come up for these meetings? I can certainly meet with them and ask the Chancellor if there are substance and changes that are definitive and this is what the Board is going to take action on I would certainly like to hear this in the Senate.

- Any of the people you would like to have here I will certainly set this up. I met with the Police Chief yesterday and have requested to have certain people come and meet with them 1<sup>st</sup>.
- There will be some open meetings and forums.
- We will only have 3 weeks in January.

Chair Adlish: I would suggest that we wait until the Board has or has not approved these changes in March.

Dr. Daple: I want the Campus feedback now. This is the vetting we missed last time. Then we need to create a transition piece that leaps us from the Board says yes again and what will happen before July 1<sup>st</sup>. What is the ramp up? Everyone including the Board Staff said that if they voted down again in March or votes it in or possibly somewhere in between.

Either way as it stands, our Police force will stay until July 1<sup>st</sup> will start that transition. There will be more to come on this. The next 2 weeks are lost due to not being on Campus. We will not make any decisions during this time period since we will not get the vetting we want.

Chair Adlish: **I think it's important to emphasize Kyle that we can't go back to the idea that you can't do this. That you can't take away our police force or consolidate. There is no door left to go through to say that we don't want this consolidation. This decision has already been made.**



Dr. Daple: That is true. The plan that we bring in front of the Board, we have to say this is something we can live with. Getting there is what we will be working on. More will come on this will come.

#### Administrative Cost Reduction

- 10% number has kind of been out there. **We haven't actually been handed the 10%.**
- My biggest question is what is the start date on this? Do we start July 2015 or go back as the numbers are then in our favor if we go back 2 years.
- If we start tomorrow we will be hurting ourselves. It is not a cut. It is an efficiency. It is taking from Administration and putting it into Instruction.

#### Accreditation

- Yesterday the Board received the report.
- There is a group of us that will be going up to Northwest the 1<sup>st</sup> week of January to talk with them and make sure we understand the report, what things we need to move on right away and to talk about the 6 points.
- They are making 6 recommendations.
- EHNS Hazardous Waste Policy
- Board of Regents is supposed to evaluate themselves.
- The other 4 have to do with planning.
- We will distribute this out during the break.

#### Naming

- The Retirement Committee and the Foundation have recommended that we name our Fitness Center in honor of Dr. Sheehan for her commitment to the College through financial, leadership and in particular her fitness initiative this last year.
- I would be called The Maria Sheehan Fitness Center.
- To do this all that is needed is a recommendation from the President to the Board.

### **Naming – Gretchen Sawyer**

---

We felt that the Fitness Center would be an excellent tribute to Dr. Sheehan. With the cut in the wellness benefits that the Legislature imposed that really heads all Faculty and Staff.

- Dr. Sheehan put up \$10,000 for a wellness initiative to support Faculty and Staff.
- We had a wellness fair a week ago. That was then supported.
- This is the perfect opportunity for her legacy.
- As you have heard from her today. She will continue to be an advocate and warrior for us. This is fantastic.

Chair Adlisch: **The reason Kyle and Gretchen have come to talk to us today although we don't have any authority.** We are an advisory body. However due to being Academics and shared governance they agreed to come and ask what we think. Do we need to do anything, take a resolution up or just discuss it? If there is no discussion, I am fine with this.

## Naming Motion (Exhibit D)

---

Motion: To approve naming of the Fitness Center in honor of Dr. Sheehan.

Movant: Senator Cardoza

Second: Senator Bouweraerts

Vote: Passes. Nays: 3 Abstentions: 1

## Committee Reports

---

Student Government Association – Spencer Schultz - SGA President

Thank you for all you do from the Students. Thank you for all that you do on Campus. This all I have to report.

Recognition and Activities Committee – Olga Katkova, Chair

- Updates: 7 nominations distinguishing awards and 7 for Service.
- New Committee formed.
- The Committee last met since Nov. 5, 2015.  
Next Meetings for Spring Semester:  
Red Mountain 255  
Time: 3:30 to 4:30 p.m.  
Spring: 2/04/16, 3/03/16, 3/31/16

Classified Council – Grace Tout

- Gift Basket Silent Auction was a huge success. Thank you to all who participate.
- Health and Wellness Challenge was also a huge success.
  - We had over 20 vendors.
  - Next phase is the Challenge itself that will begin in February and end in May. Not sure what dates it will begin in Feb.

Professional Standards Committee - Eddie Burke, Chair

- Met Dec. 11, 2015
- We had the VPAA Dr. Buchanan and had some the opportunity to have discuss the following issues and concerns.
- Course Evaluation dates, withdrawal and audit policies, rescheduling cancelled classes.
- Eddie mentioned that there are calls from the faculty to be involved with choosing the last day that students can submit an instructor evaluation. Leaving that date until the last date of instruction in each semester means that many students already know their grades and therefore the evaluation may be more about their grades rather than about instruction. Dr. Buchanan agreed that she wants faculty involvement and will consider faculty input on this date.
- There followed an extensive discussion on student withdrawals and audits. There was a 9% drop in withdrawal for Fall 2015 and audits increased from 50 to approx. 400. This is going back to the Funding Formula under the NSHE Code.
- It was discussed whether students should be required to meet with their instructor before being allowed to audit and/or withdraw. Dr. Buchanan mentioned that she has been in colleges where this was the policy but was undecided if this was a good practice.
- Some faculty feels that this is pandering and the students should be treated as adults. It was mentioned that some instructors are having problems in the classroom with students who have audited but then will not participate in

any group work activities meaning that all of the group work is left to those students who remain in the class for a grade.

- One suggestion was to remove withdraw completely. This was not an option due to withdraw being an NSHE required option.
- There is now a policy in place that when a student audits they are contacted to encourage them to re-enroll in the class while the information is still fresh in their mind. This policy is being worked on and will be implemented for the Spring and Fall 2016 semesters.
- There was some discussion about increasing class sizes. The VPAA mentioned that she is very wary of increasing class sizes. She mentioned that there are currently 13, tenure-track, faculty search positions open. She decided to spread these positions around various departments which will help alleviate the need to add more students to each class to accommodate demand.
- The VPAA mentioned that she understood that the state funding formula is deeply flawed and hurts community colleges immensely. In her communications with state politicians she has strongly advocated that this funding formula be changed and has had some assurances that it would be in the next legislative session. It was suggested that we need strong congressional lobbying to get sufficient funding for community colleges. The VPAA agreed with this and will look into finding out who is the congressional lobbyist.
- Rescheduling canceled classes – The snow days and canceled classes were discussed.

#### Calendar Concerns

- Another question regarding the calendar was if the classes are required to start on Monday, what does the Instructor do if their classes begin on Saturday? Dr. Buchanan stated the Instructor would have to start on that next Saturday. This would mean that the last Saturday the instructor would have to teach that class may be after the official end of the semester. Dr. Buchanan's office will be handing the academic calendar and will make sure that Professional Standards (and Faculty Senate) receive it for our review and approval. Grades are due next week - Eddie
- Grades are due this Tuesday by 5 p.m.
- When instructors enter their grades the grade roster will now show a confirmation of the submitted grades. Eddie did mention that he had completed his grading however, but he **personally didn't see this confirmation. He will talk with Andy Hughes in Admission & Records.**

#### PEBP Update

- PEBP met on Nov. 19, 2015 to discuss plan changes for Plan Year 2017. This information was brought to the Board of Regents. There are no changes at this time.

#### Faculty Pay Workgroup

- The Faculty Senate Chair, John Adlish was at a meeting of this committee and gave Eddie the following report.
- **The Chancellor's work group on pay was just getting going.**
- **They are looking at "merit", institution funding one.**
- The Part-Time Study came out of the Chancellor's Office and targets the P/T pay to \$1,017 per credit.
  - These will all be suggestions sent to the Board of Regents and the Legislature was not aware when the target date is.
  - 10% Cut in Administrative Budget- The Chancellor asked that there be 10% cut to the Administrative Budget and that this 10% should go to Instruction. No further details on what this means for TMCC.
- Next Meetings for Spring 2016 Semester:  
Sierra 209  
Time: 10 - 11:30 am  
Spring: 2/19/16, 3/11/16. 4/15/16 & 5/6/16

## FS Travel Funds

- Available for Spring travel covering travel from 1/11/16 to 5/15/16.
- The due date for applications for these funds is Feb 5th at 3 pm.

## Salary, Benefits & Budgetary Concerns Committee – Robert Kirchman for Steve Bale, Chair

- The SBBC Committee has not met since Nov. 6, 2015. No report was given.
- Next Meetings for Spring Semester:  
Sierra 111  
Time: 12 to 2 p.m.  
Spring: 2/05/16, 3/04/16, 4/01/16, 5/06/16

## Curriculum, Assessment & Programs Committee – Haley Orthel-Clark for Melanie Purdy, Chair

- The CAP Committee completes the fall semester with a couple of important accomplishments.
- Haley Orthel-Clark was unanimously elected in as Chair of the committee with her term beginning in Fall 2016. We are grateful for her stepping up as this is a very busy committee.
- Please give a big thanks to all the CAP committee members who work hard to make this committee function well. We had a very busy semester.
- Please remember that all courses that are listed as AAS General Education need to be reviewed through the CAP committee by December of 2016. It is better to get an early start on these and the forms are available on-line at the CAP web page. IF a course is currently an AA/AS GE course, it does NOT need to be reviewed for AAS. Those courses will fulfill the AAS GE for their category
- CAP Submission deadline for the February meeting is January 29, 2016.

## Student Learning Outcomes & Assessment (SLOA) – Brain Ruf, Chair

- Nov 6, 2016 Discussed Charges for SLOA Committee.
- Since that time UNR has posted a similar Charge.
- Dec. 4, 2015 meeting was cancelled.
- Next meeting Feb 12, 2016.

## Part-Time Faculty Issues Committee – John Frederick, Chair

- Part-time Issues Committee has not met since November 20<sup>th</sup>. Therefore there is nothing to report.
- Next Meetings for Spring Semester:  
Red Mountain 322  
Time: 10 to 11:30 02/26/16

## Library Committee – Corina Weidinger, Chair

- The Library Committee has not met since the Nov. 12, 2015. Therefore there is nothing to report.
- Next Meetings for Spring Semester:  
Library 102  
Time: 3:30 to 4:30 p.m.  
02/11/16, 03/10/16, 04/07/16

## Unfinished Business

---

None.

## New Business

---

The concern about consistency of the training with Search Committees was brought up by Senator Jensen.

Rich Olson: The training is something all search committee members are supposed to have within a certain time frame. Rich believed this to be about two years but will check on this to confirm. This means on a given search some might be required to have training, which is mostly done on canvas now. (The Canvas training has been in place I believe about a year and was developed due to the difficulty for committee members to attend classroom training).

Rich also mentioned that the nature of the questions training is done under Equity and Inclusion directives.

Chair Adlish: The School did fill the New Equity and Inclusion Position. Her name is Jill Atkinson. We have a lot of Search Committees coming up and I am in support of the training for these Search Committee's.

Motion: To adjourn the meeting.

Movant: Senator Hampton

Second: Senator Bouweraerts

Vote: Passed unanimously.

Adjournment at 2:19 p.m.