
FACULTY SENATE MEETING MINUTES

February 26, 2016

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 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: Dave Boden (proxy was Scott Hubbert), Paul Davis (his proxy is Fred Lokken), Erin Frock (her proxy is Jay Jorgenson), Cathy House (her proxy is Steve Bale), Lars, Jensen (his proxy is Eddie Burke), Robert, Kirchman (his proxy is Steve Bale), Eric Neuenfeldt (his proxy is Julie Armbrecht), Melanie Purdy (her proxy is Haley Orthello-Clark).

Guests: Dan Adams, VPAA Dr. Buchanan, President Dr. Dalpe, Thomas Kearns, VPSS Estella, Levario Gutierrez, Barb Painter, Micaela Rubaalcava, Spencer Schultz, Grace Tout, Sharon Wurm.

The meeting was called to order at 12:31 p.m.

Please sign the attendance roster (Exhibit A).

Approval of Meeting Minutes from December 18, 2015 (Exhibit B)

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

Movant: Senator Bale

Second: Senator Garlock

Vote: Passed unanimously.

Consent Agenda (Exhibit C)

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

Movant: Senator Bouweraerts

Second: Senator Lokken

Vote: Passed unanimously

Chair Report – John Adlish

Major Topics:

Police Consolidation - Police Report

- We have our officers here, we gained ½ an officer. They are not going anywhere.
- Some of the space that was dedicated to the police will be going back to offices for faculty.
- Senate Resolution at UNR has adopted a resolution. The idea here is to have a little more weight when this goes next week to the Board for final approval and be implemented July 1st. So if in a year, if the BoR wants to change their mind, they will need to go back and look at what they agreed upon.
- I am not asking for us to do a resolution.
- DRI has done a similar resolution.
- I am asking for a statement we could say **that we support UNR's Resolution.**
- The Chancellor has openly said he is looking for 1 consolidated police force for the System. We have moved this a long way from having our Police Department down to UNR and you can call us if there is a problem to maintaining a Police Force here at TMCC. It has been a 2.5 year battle. I think this is a good as we are going to get.
- Saving money with a proven dollar savings figure now of \$468,000. Most of this money is being redirected into Instruction and Student Services on this Campus.

Commendation and Motion of Resolution regarding Police Consolidation. (Exhibit D)

Motion: 1st – We are grateful for and commend our Police Officers and Police Administration and what they have provided to us currently at TMCC. 2nd – That through the Police Consideration Plan that has been presented we understand that same quality of service is going to continue and that we look forward to working with UNR Police Services.

Movant: Senator Bale

Second: Senator Lokken

Vote: Passed unanimously

Termination of Administrators Policy

Chancellor has agreed to a stepped policy.

Under 5.9.6

- 60 calendar days after the receipt of written notice of termination, in the first full or partial fiscal year of employment;
- 90 calendar days after the receipt of written notice of termination, in the second fiscal year of employment;

- C. 120 calendar days after the receipt of written notice of termination, in the third fiscal year of employment;
- D. 180 calendar days after the receipt of written notice of termination, in the fourth or subsequent fiscal year of employment.
- E. For employment contracts of less than one calendar or fiscal year's duration, notice must be given for a period of time which may be mutually agreed upon by the parties to such employment contracts, but, in all events, shall be given no less than 14 calendar days in advance of the termination of such contracts.
- F. The contract of employment of a nontenured administrative faculty member is terminated at the expiration of the appropriate notice period whether or not the notice period ends during the fiscal year the notice is given, or as of the date payment in lieu of notice is made.

(e) A decision to issue a notice of termination and/or pay in lieu of notice under this section is not subject to review by grievance procedures established in accordance with Section 5.7 of the NSHE Code.

The original proposal by the Chancellor Office.

- 1st year: 30 days and now we have this graduated scale.

Transfer of Administrators Policy

All of the Senates Chairs have written these 2 questions all of the Senate except ours has voted on them. Once our Senate has voted we would like to bring them to the Board.

1. Is it appropriate for the Chancellor to have final transfer authority provided there are limitations?
2. Is the policy acceptable as written with the specific limitations and procedures?

We are not modifying the questions because we are trying to get a uniform set of questions to the Board before their meeting.

I am not asking for a resolution. The Senate Chairs are asking only the Senates to vote yes or no.

Transfer of Administrators Policy Question 1 & 2 (Exhibit E)

Motion: To answer by vote on these 2 questions.

Movant: Senator Cardoza

Second: Fred Lokken for Senator Davis

Discussion

Senator Guy: My questions for John Albrecht, is that it is asking if it is appropriate and I know that is not the **way I'd like** to vote. **I wouldn't like them to have that authority but black or white, maybe it is appropriate and can you provide an** example of how this would play out if there were limitations? Can he say that you have to transfer or face the consequences?

John Albrecht: I am not prepared to answer this, but off the top of my head, it says provided there are limitations. **Aren't** there limitations built into proposed policy that he has to consult the Presidents of the 2 Institutions? My answer is to be somewhat cautious. To begin with, the State System is an employer. There is nothing in State Statute that prohibits this. As a lawyer I am going to say no, it is not illegal.

If you want to say I don't like the idea of the Chancellor moving people around, that is a policy decision. I don't make policy decision for the Institutions. You want policy decisions to be made by the policy makers, who are the Senate, Chair **Adlish, all of the VP's, those are the policy makers. All I do is tell you whether it's legal** or not legal. There is nothing in the State Statute that I see that would prohibits this policy.

Chair Adlisch: One of the questions that just came to me in the last week was what if you have someone who has tenure and the Chancellor says that he is going to transfer for example the head of IT. We have had heads of IT who have had tenure. **Does the tenure transfer to the school? Then if the person says no "I don't want to transferred," do they have the right to go right back to the classroom?** The way it is right now, **if they don't have tenure and the say, "No, I don't want to be transferred, I don't agree,"** basically they would get the Shortened Termination Notice under the current policy.

Senator Bale: One of the frustrations with a question like this that you need to ask potentially some other questions, whether a lawyer or a policy maker. **1 of those questions is if the Chancellor doesn't have the authority,** we say no, who does? Do we go now the Vice-Chancellor does? Which may be a worse decision. Do we go up and that authority is maintain by the Board of Regents, so every time the situation comes up the Board of Regents have to vote on it? That may not be a good option. So there may be elements of picking which is the best of the worst options?

Chair Adlisch: **This is the result of many people writing back and saying that you can't just do this unilaterally as the Chancellor.** The restrictions are that he has to show before making a decision that he has provide written recommendations. He has to consult, he has to show budgetary process. It states under the proposed revision of the policy:

Before making the decision to transfer an administrator, the Chancellor shall consult with the individual(s) that may be impacted, the president and the faculty senates of the institutions affected by the transfer.

The policy now says that we get a say in this. **He can say that's fine, you had your say and then he can do it anyway.** This is designed to take like 90 days or a similar time because he now has to go through the procedures and policies.

Under the 1st question, the Senates of the other Institutions voted:

<i>Is it appropriate for the Chancellor to have final transfer authority provided there are limitations?</i>			
	Yes	No	Abstain
CSN	1	28	2
DRI		14	
GBC		Unanimous	
NSC			
SYS ADMIN			
TMCC			
UNR	10	8	8
UNLV	0	45	2
WNC (Acad. FS)		Unanimous	

Under the 2nd question the Senate's of the other Institutions voted:

<i>Is the policy acceptable as written with the specific limitations and procedures?</i>			
	Yes	No	Abstain
CSN	1	29	1
DRI			14
GBC		Unanimous	
NSC			
SYS ADMIN			
TMCC			
UNR	0	25	1

UNLV	1	31	13
WNC (Acad. FS)			

NSC voted but **we don't know what their vote as** they just had their Faculty Senate Meeting last Friday.

Senator Cardoza: I would like to hear from the people this would directly affect and hear what they have to say. A lot of **us are tenured academic faculty and so it doesn't directly affect us.**

Chair Adlish: **That's is the question.** Who comes under the policy? When we are looking at iNtegrate 2 as an efficiency money saving thing, which is System Wide. Then there is IT, potentially Police and several other areas.

Senator Schulz: Would those who are tenures and move into Director Positions have the option just to move back to a teaching position stepping out of the director position?

Chair Adlish: Tenure rights are granted to **an individual, they can't be revoked. What's not written into the policy is exactly what you're asking.** What is understood by tenured rights is that if I am tenured here and someone says they want to transfer me to Great Basin and I say no thank you, then I can go back to the classroom because that is where I came from and that is where my tenure applies to that position.

Dr. Dalpe: **Reading the initial part of the policy that doesn't change.** It seems to clarify this to say the administrator who is not otherwise employed with tenure. **So, that doesn't change.**

Chair Adlish: **This is the issue that a couple of the Chair's caught. It doesn't address people who went through tenure and then moved into one of these positions that are not teaching positions. It says that if you're an administrator without tenure we can transfer you.** Voting on these 2 questions is to see where our Senate lies. These 2 questions will be going to the Board then into the Chair of Chairs report in March.

Rich Olson what is your opinion and could you be a person this could potentially effect.

Rich Olson: Sure, I would think so. **If you're going to setup** an organization and if there are efficiencies you have got to go with. Of course being in HR I have worked with this from both sides. I have been centralized, I have been laid off and I have been transferred. It occurs in organizations to create efficiencies especially when you get an enterprise system which we are going to.

1. Is it appropriate for the Chancellor to have final transfer authority provided there are limitations?

Yes: 0 No: 24 Abstention: 1

Vote: Question Failed Unanimously

2. Is the policy acceptable as written with the specific limitations and procedures?

Yes: 0 No: 24 Abstention: 1

Vote: Question Failed Unanimously

Faculty Travel

Dr. Dalpe will also be discussing this. Dr. Dalpe and I have met to discuss possibly increasing the money that goes into Faculty Travel awards to encourage more of our faculty to have to pay less to attend professional training.

Academic Calendar

We are still working on the Academic Calendar for 2019-2020.

We were going to have this as a discussion item, however we have pulled it until the next Faculty Senate.

Dr. Buchanan: Yes, 2019-2020 are the 2 semesters that are back a week. The other 3 years we are in-line with UNR.

Chair Adlish: The Fall & Spring semesters are supposed to be 15 weeks of Instruction. We have ended up to only 14 weeks of Instruction due to Spring Break. So we are trying to go back and rework those 2 years.

Chair-Elect Report – Cheryl Cardoza

Ad Hoc Bylaws Committee

- Meeting regularly and working on the bylaws.
- We have finished all of the Committee Charges except for Recognition & Activities. We are working on them and will be next Friday.
- I have contacted the Chairs of those Committees so that I can present to those Committees.
- **The Bylaws Committee isn't just making** these changes then putting them through Senate. We are making suggested changes and then going to the Committees for feedback and then finalizing them and then coming to Senate for finalization.
- We should be bringing them to the Senate for reading at the April Senate Meeting.
- We will vote on them in May. We are getting them done by the skin of our teeth but that is the way it needs to happen.
- We wanted this process to be fair and inclusive.
- We have already taken these Bylaws to the SLOA Committee, as the 1st Committee that wanted us to come and present. They offered us some revisions and we are working on those revisions next Friday.
- I will be visiting with CAP & SBBC on next Friday.
- I will be visiting with the Library Committee, we are working on scheduling this meeting.
- If there are any concerns regarding the way these Charges are changing, please let me know. These meetings are open so please come and participate in these discussions.
- The goal of the Bylaws Committee is to make sure that the workload for each of these Committees is equitable, fair and makes sense. **In some cases there is crossover and in some cases it doesn't make sense what the committees** are trying to accomplish. **It doesn't fit into their goals.** We are trying to make sure the Charges are reasonable and work for each Committee.
- Upcoming meetings:
 - Friday, March 11, 2-4 p.m.
 - Friday, April 1, 9-11 a.m.

Summer School

- We met today.
- We had a really fun time. Rachel Solemsaas brought us this nice template where we could change the numbers and see what happened.
- We are still looking at how we are going to do this. We are trying really hard to make sure that the faculty are getting fair pay for fair work.
- We are trying to make sure that Summer School is offering courses that are viable and not offering courses where only 2-3 students were going to take those courses.
- We are going to be looking mostly at practices, not policies.
- We are not talking about what we are pulling what we are doing in the Summer School Committee through the Board of Regents. **We don't feel like we need to.** We feel like instead we need to look at what our processes and our practices and change those.

- This is what the Committee is working on right now.

DRC Issues – John Albrecht & Joan Steinman (Exhibit F)

Chair Adlish: John put together the bullet point document sent out in response to certain DRC Issues. This clarified a lot of issues John. The document that you send out that Eddie sent out to the rest of us was very helpful. This whole accommodation thing is great but it seems to have had mission creep and that has gotten us into trouble. Thank you.

Chair Adlish: I would like to open this up to see if there is any discussion or questions for Joan and John about what you can and **can't do regarding DRC Services.**

Chair Adlish: I have a questions coming to the Sciences. We have had issues of length of time requested. If we have a laboratory and a person needs twice the time to take a lab practical which is not a written test and there is a lab coming in behind you.

The faculty really needs to understand what their rights and responsibilities are and to know that not everything that comes your way maybe exactly what you are supposed to do. In the last couple of weeks come to me with questions and we had Joan come into the Executive Committee Meeting and answer a lot of those questions. One is the student writing to the faculty **member stating, "This is what I am entitled to and you have to give this to me."** Joan informed us that students are not supposed to do this.

DRC Accommodations Process – Joan Steinman

This is why we have the DRC. The process is:

- Students come to the DRC and have an intake interview and present their documentation.
- The DRC Specialist will review the information with the student, asks them additional questions, then based upon all of this information will come up with "reasonable accommodations." This is ensure that the student has equal access based on the functional limitations of their disability.
- A letter is then issued to the student and uses that letter to inform the faculty member that they have a disability and that they are entitle to accommodations.
- Unless the student has gone through this **process and has the accommodation letter, they haven't fulfilled their** role in asking appropriately for accommodations.
- **The student can't just go to a faculty member and say they need this accommodation.** They need to go through the DRC.
- **If we didn't have that process that would mean that faculty members would need to be evaluating that** information.
- **The purpose is to protect the students' privacy,** so they are not having to share documentation everywhere and to come up with what is reasonable for accommodations.
- **If this isn't an accommodation or if it doesn't seem clear, faculty are strongly encouraged to talk with the DRC because we don't know what is going on in our classes.**
- Jay Jorgenson: The letters are a form letters. So there are basic accommodations for every kind of disability that are recognized nationwide. We go by this. The law says we have to accommodate. So we have to figure out a way another we have to do this. **It doesn't have be a generally accepted way, there could be some tweaking.**
- Olga Mesina is out transition specialist that works with the students, parents and teachers helping to educate them about the differences between high school and college.
- We also have information on our website about transition and what the differences are.
- In college we need to provide access. It is a different way of approaching which is a big part of the conversation with the students and parents. Which is, it is not our responsibly to make sure that you pass their class. **It's** our responsibility to make sure you have access to the same information, the same opportunities, and the same learning experiences as your non-disabled peers.

- **It is the student's responsibilities to study and do those type of things.** This is a lot of where our transition conversations come in.
- We are not modifying curriculum. The academic rigor should remain the same for all students.
- We have certain objectives to meet. The DRC helps facilitate meeting requirements not reducing requirements.
- If the DRC were to reduce requirements, we would not be providing equal access/equal opportunity.

John Albrecht: If a student comes to you and said you have to do X for me. Let them know they need to talk with Joan Steinman and the DRC.

Chair Adlish: **I have asked Joan if she didn't mind putting something together for the next Professional Development for DRC Training.**

Administrative Report – Dr. Kyle Dalpe

Police Shared Services

- I want to say thank you to everyone who participated in the forums, email feedback, one on one meetings. Thank you for the feedback.
- I want to apologize, from a leadership for which I sit at the highest level of this Institution. We should have made those forums available way back in August or September. **I don't** think that we would have had such a hard road to get to the multipage Police Shared Services Document.
- I applaud this group for the resolution that was written during this meeting. I think it is very, very valid to thank the Police Services Personnel. They were the ones that still came to work and made sure we were safe regardless of the discussion that was going on in the background. I will comment similar to this at the Board Meeting.

The Police Share Services Plan - Goes into effect July 1st Depending on how the Board votes.

- Highlight Changes since the since Dec. Meeting:
 - The Officers that are assigned to the TMCC Dandini Campus will be the same faces.
 - They **will be have uniforms that say "University Police"**. Down in the South, Nevada State contracts with UNLV. **It's the same situation.**
 - When there are vacancies, we will be part of the selection process in some way shape or form. If nothing else, just a high level interview with the person or 3 people to make sure they are fit for the Community College Student Environment.
 - The Remote Sites off Dandini will actually have expanded coverage because the zone map that is in there is North to South. **So we won't have** Officers from here to cover Redfield, which is at least 50 minutes or more of round trip travel time. That actually puts more people on the Campuses.
- Missing originally from The Plan.
 - Threat assessment
 - Title IX Compliance.
- I can answer questions, after the meeting today or email me.
- Again, I want to applaud our Police Department for keeping us safe.
- Goes into effect July 1st, depending upon how the Board votes. Transitional period through June 30th to implement. When we are talking about moving people around or how we are going to use the space, we have pushed off until mid to late March depending on the Board vote next week.
- Equipment will be merged, some will be surplus. If surplus we get the money back. This is above the \$470,000 that is noted in The Plan.

Accreditation

- Since the last Senate Meeting in December, we have received our Re-Accreditation.
- Year One Report we are required to file at the end of this year. We are required to include a supplemental report that addresses 2 of the recommendations.
- In addition to this, in the Fall we are required to file a separate ad hoc report that deals with recommendation #4 which has to do with general education assessment.
- By the end of this year we will have year 1 report which is the 1st year of our 7 year cycle and 2 ad hocs but we're not going to have to have another visit.

President's Advisory Council – Now will be called the Planning Council.

Moving to reshape **this back to a "Planning Council,"** structure. We already have a bunch of subcommittees operating on Campus but they're not linked. **When they are not linked the effort of those groups don't show up in the strategic plan. Then they don't show up as a** unified effort on the campus. That is 4 of the 7 recommendations we have in our accreditation report.

Sub-committees: This is so all the planning that we do at the college has a high level planning structure called the planning structure called the Planning Council and then committees under it that are specific. For example:

- Resource Allocation
- Enrollment Management
- Technology

Library was shown to not engaging in planning. Of course library is engaging in planning. If they are linked then they will be seen. There will be more to come on this.

Presidential Search

- Closes March 16
- Website page has all this information including how to apply.

FTE

- Up 4% in the Fall.
- We are trailing about 1% in the Spring. This will get us into positive territory for the whole year.
- Working hard to mitigate that 1%.

Graduation Rate

- Is now approaching 30%. This brings us close to the national average.

Ws

- Down in the Fall. This means we are up in completions.
- Audits are up as well.

HSI

%25 in Hispanic enrollment, which allows for new options, grants and growth.

- We will distribute this out during the break.

Tenure & Sabbatical

- 5 people going through the Board of Regents for Tenure.
- 6 approved for Sabbatical.
- 3 Awards coming out from the Board of Regents.

Committee Reports

Recognition and Activities Committee – Olga Katkova, Chair

- Met on Feb 4th.
- Thomas Dobbert was nominated and the recipient for the POM for February.
- POM voting for March will open on 02/29/2016.
- Distinguished Faculty Awards:
 - 5 nominees are needed for the Service Awards
 - 6 nominees are needed for the Teaching Awards.
 - Today (February 26th is the due date for these nominations).
 - The deadline for the committee reviewing this information will have to be by April 22nd.
- Question that Paul Davis had asked at the last up Faculty Senate Meeting was why the recipients had to be employed at TMCC for a minimum of 4 years. We were unable to find the answer to this. We are going to review this at the Recognition & Activities Committee Meeting and vote on this.
- Reno Gazette Journal may not be funding this year. We will have more on this at the next Faculty Senate Meeting
- Next Meetings for Spring Semester:
Red Mountain 255
Time: 3:30 to 4:30 p.m.
Spring: 3/03/16, 3/31/16

Library Committee – Corina Weidinger, Chair

- The Library Committee met on Feb. 11.
- We are in the process of reviewing the Faculty Senate Bylaws under the Library Duties and Responsibilities.
- We are organizing 2 new events.
 - A debate panel on the economic impact of legalizing marijuana on April 20th or April 21st in SIER 108.
 - Neil is inviting Joe Crowley, John Ralston, Fred Lokken, and Spencer Schultz, or David Turner II.
 - Tom will contact Sam Shad, as well as design the poster for the event.
 - Phi Theta Kappa will help with marketing and promotion. As soon as we have confirmed speakers on the date of their choice (April 20 or 21), Corina then reserve the room.
 - A poetry reading, on either April 27 or 28th either on the patio outside the Library or in Vista 206.
 - Faculty and Students are both encouraged to come and read poetry.
 - Neil will invite Hank Sosnowski and Lindsay Wilson. We could invite students to read their own work or **their favorite poets' works**.
 - We could make this event a potluck.
- Library Survey will be sent out in March. One for faculty and one for the students.
- Next Meetings for Spring Semester:
Library 102
Time: 3:30 to 4:30 p.m.
03/10/16, 04/07/16

Student Government Association – Spencer Schultz - SGA President

- SGA voted in full support of the planned Consolidation of Police Services to be on the March Board of Regents Agenda.

- SGA elections are in process, we have 28 candidates which is the largest pool of candidates in the history of SGA.
- SGA Wellness week is from 3/7-3/10
 - Bounce house, and 2k fun walk with \$150 bookstore scholarship available to
- SGA Presidential Survey regarding Open-Educational-Resources:

<https://www.surveymonkey.com/r/SGAPresSurvey>

- Starting an initiative to see what the campus climate is for this type of academic venture.
- Possibility of a stipend for those who participate, although there is currently a pool of instructors volunteering to do so for free.

Classified Council – Grace Tout

- Passport to Health Wellness Initiative 2016 started.
 - Classified Council will be providing guest speakers and events about once a week for anyone interested.
 - Official Wellness Website. This will have all the detail information and events.
 - Participate as an individual or as a team.
- Annual Easter Egg Hunt
 - Ages 1 through 10 years.
 - Email Saloma with any questions.
- Books Are Fun
 - March 14th & 15th
 - One of our biggest fundraisers.
 - In Student Center
 - Email Dee Segal with any questions.

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

- Part-time Issues Committee met today at 10 a.m.
- Indicator in PeopleSoft that had been brought up last semester. Explained how it had been fixed.
- Part-Time Faculty of the Month was chosen. Will be awarded on Monday, February 29th at 8:00 a.m.
- Best Practices for Part-Time Faculty documents will be shared with committee to develop for the Part-Time Faculty Handbook.
- Part-Time Faculty of the Year Ceremony will be April 21st @ 5:30 p.m.
- Committee will be working on a survey to be distributed to all Part time Faculty. Questions will come from the committee. Two prior PTF surveys will be used to help develop questions. No release date has been decided
- Nominations for new Chair. Three nominations were brought forward and respectfully declined.
- Open Discussion
 - PTF are concerned about losing email access when they are not teaching for a semester but will more than likely be returning.
 - Concern about instructors not having active TMCC email accounts during the first few weeks of school.
 - There is concern for Part-time Faculty who are interviewing for some of the Full-time position right now that may not be chosen receiving an impersonal automated letter telling them they did not get a job. Is there a way to reach out to these instructors to let them know they are valued and may be contacted to teach courses as a Part-time instructor?
 - We will be working with IT and HR on these

Professional Standards Committee - Eddie Burke, Chair

- Met Feb. 19th
- Academic Calendar

- Moved to the net Faculty Senate Meeting.
- There is a new version will be brought back.
- End of Course Student Evaluation dates
 - What date can the students evaluate the course.
 - Discussion of what this date should be.
 - Consider moving the date this years to May 8th.
 - This was voted down in Professional Standards.
 - The last day instruction will be the date we have in the calendar.
 - Senator Jenson suggested in a statement read by Eddie Burke. This should be no later than the Friday of the week before the last week of classes.
- Presidential Search and Faculty Pay Working Group Updates – John Adlish
- Chair Adlish gave a quick update/summary of the presidential search process and the Faculty Working Group Updates.
- NFA Contract Update – Scott Hubber
 - Scott gave a brief update on the new NFA contract which was ratified by the NFA members and is now on the agenda for a vote by the BOR in March.
 - The only minor changes included some adjustments to the department chair compensation (now release time is based on size of departments) and any person who chooses to complete an additional assignment will have a choice of taking release time or a stipend.
 - The contract still includes language that each department has a say in class sizes - department chairs and deans cannot arbitrarily increase class sizes without first consulting the department faculty.

Update on Student Audits & Withdrawals vs. Reenrollments – Andy Hughes

- Andy Hughes presented updated numbers to the committee on student audits and reenrollments
 - Fall 2014 = 46 Audits. Of those 46 students, 11 reenrolled for spring 2015 classes (=24%)
 - Fall 2015 = 519 Audits. Of those 519 students, 180 reenrolled for spring 2016 classes (=35%)
- Andy will continue to follow these students and will report back.
- Un-proctored Exams for Online Classes – Laura Briggs
- She requires that the students come into TMCC and take proctored exams. Some students take issue with this as they say these are online courses but so far there have been no major problems.
 - She asked the committee for input and asked if there was a standard TMCC policy regarding this issue.
- Committee members discussed stories about students hiring individuals to take their exams.
 - The committee recognized that this is a big problem and needs to be addressed.
 - Brandy told the committee that TMCC has a contract with Proctor U arranges for verified proctoring locations and proctors. The charge varies from approx. \$20-40 per exam.
 - It was suggested that the administration draft a policy and allow faculty input.
 - Eddie mentioned that he would bring this to the attention of the VPAA.

Spring PS Travel Applications

The recommendations from the committee were:

- Corina Weidinger \$305.63
- Eric Neuenfeldt \$305.63
- Gail Ferrell \$305.63
- Heather Williams \$305.63

- Janice Kuper \$305.63
- John Bailey \$190.71
- John Coles \$305.63
- John Kemp \$305.63
- Julia Hammett \$305.63
- Julie Ambrecht \$188.16
- Matthew Leathen \$92.10
- Warren Hejny \$305.63
- Total recommended = \$3221.59

Next Meetings for Spring 2016 Semester:

- Sierra 209
- Time: 10:00 - 11:30 a.m.
- Spring: 3/11/16, 4/15/16 & 5/6/16

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

- Summer School Taskforce –We are no longer address at this point.
- Next Meeting March 4th. 4 main topics.
 - Recommendation for the modifications of our Charges in the Faculty Senate Bylaws from Cheryl Cardoza.
 - Salary Augmentation- Including adding other levels of rank.
 - President Dalpe and VP Solemsaas have indicated a theoretical support for this moving forward.
 - Addressing how faculty might get more involved in the budgetary process.
 - Talking with the Grants Office about how they might better support us as Faculty.
- Next Meetings for Spring Semester:
 - Sierra 111
 - Time: Noon to 2 p.m.
 - Spring: 3/04/16, 4/01/16, 5/06/16

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

- CAP Committee passed, with unanimous approval, course criteria for Human Relations.
 - This development was the product of hard work undertaken by a CAP sub-committee that met last spring.
 - The sub-committee worked to integrate best practices, information on what businesses are looking for, etc. that helped compile the Human Relations Criteria (attached to agenda as consent item).
- We received a new update regarding Leap Frog.
 - The curriculum migration is anticipated to commence during the Fall 16 semester, pilot testing of the new system is planned for Spring 17.
 - The new system will hopefully streamline some of the technical issues associated with current MCO and DEC submissions.
- Please inform your fellow faculty members that ALL courses that are listed as AAS General Education, that have NOT already been approved as GE courses for the AA/AS degrees, need to be reviewed through the CAP committee by December of 2016.
- Please submit early so that CAP members and the new CAP chair will not be overwhelmed.
- The next CAP meeting will be 3.4.16.
- The deadline for submissions for this meeting has already passed.
- The next CAP submission deadline will be 3/25, for courses that will be reviewed at the 4/8 meeting.

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

- Met on Feb. 12th
- Presentation given by Cheryl Cardoza on the recommended changes from the Ad Hoc Bylaws Committee to the SLOA Committee Charges.
 - Feedback from Committee Members which were well received.
- **Presentation given by Melissa Deadmond covering the review process for the PUR's.**
 - A 98% chance these will come to SLOA.
 - How SLOA would fit into the process.
 - Including the accreditation findings dealing with the Gen Ed Assessment. As Dr. Dalpe had commented on earlier during his report.
- Next meeting March 4th @ 2 p.m. in SIER 209.

Old Business

None.

New Business

Blisin Hestiyas is reading an email statement from Senator Jenson:

The following statements pertain to the Search Process as outlined in the Article 7 of the NFA Contract. I would like to make 2 important points which I have reasons to believe may need some clarification.

- Point 1
 - The NFA contract stipulates that the committee sends a list of up to three names to the Dean. The Dean then recommends a name to the VPAA. In other words, the VPAA will get one name from the Dean, – not a list of names. The VPAA then has the privilege to either approve or veto this name. **(The VPAA's role here is similar to that of the US Senate's when a Supreme Court judge is appointed: The Senate receives a name, which it may give thumbs up or thumbs down to – they don't get a list of names).**
- Point 2
 - The NFA contract makes clear that the hiring process is driven by the hiring committee. This includes the scheduling of candidate interviews. Other parties may make request to the hiring committee to meet with visiting candidates, but the decision to honor such request ultimately rests with the committee. Certainly, search committees will normally make a reasonable attempt to accommodate any other party who wishes to meet a candidate, but we must recognize that ultimately the hiring committee will proceed with **its best interest in mind**, and may not always be able to accommodate requests.
- Senator Jenson has asked that all Senators take this to their departments.

Faculty for Radical Educations and Enlightenment

- Since 2003 has been resurrected.
- Combining classes, teachers and student from English, Art, Education, Psychology, Math, Anthropology and Business.
- Talking about race and the colorblind concept.
- Using art as a way to explore in an interdisciplinary learning community setting.
- Student Center, March 2nd at 9:30 a.m. Free and open to anyone who would like to join.
- **Based on the 1960's at Berkley.**

Best Place to Work Survey – Kate Kirkpatrick

- Any questions regarding this?
- We were nominated
- **We had to release everyone's email for the survey.**

- They have given their word that they will not send you anything besides the survey and they are not going to release your email addresses to any place else.
- It is just for this one survey.
- All Full & Part-Time Faculty, both Administrative and Academic, should have received an email survey.
- It will be open for the next couple of weeks.
- They are trying to get feedback on whether we really are the best place to work.

Motion: To adjourn the meeting.

Movant: Senator Cardoza

Second: Senator Bouweraerts

Vote: Passed unanimously.

Adjournment at 2:24 p.m.