

FACULTY SENATE MEETING MINUTES

September 2, 2016

Faculty Senate Chair: Cheryl Cardoza	Faculty Senate Chair-Elect: Mike Holmes	Executive Committee member, Academic Standards and Assessment Chair Brian Ruf
Executive Committee member, Curriculum Review Chair Haley Orthel-Clark	Executive Committee member, Professional Standards Chair Scott Huber	Executive Committee member, Salary, Benefits and Budgetary Concerns Chair Steve Bale
Library Committee Chair Corina Weidinger	Part-Time Faculty Issues Committee Chair Brandy Scarnati for John Frederick	Recognition & Activities Committee Chair Olga Katkova
Senators At-Large: Yevonne Allen Erin Frock Kate Kirkpatrick Brandy Scarnati	Senators for Allied Health: Julie Muhle Patti Sanford	Senators for Applied Industrial Technology: Clifford Bartl Mike Schulz
Senators for Biology: Meeghan Gray Dan Williams	Senator for Business Division: Ben Scheible	Senators for Computer Technology: Steve Bale Judy Fredrickson
Senators for English: Elizabeth Baines Robert Lively	Senator for History, Political Science & Law: Open	Senators for Humanities: Tom Cardoza Wade Hampton
Senators for Math: Anne Flesher Blisin Hestiyas	Senator for Physical Sciences: Dave Boden Patrick Guiberson	Senators for Social Sciences: Haley Orthel-Clark Micaela Rubalcava
Senator for Visual and Performing Arts: Candace Garlock Corina Weidinger		

Absent: John Frederick (Proxy: Brandy Scarnati), Candace Garlock (Proxy: Corina Weidinger), Micaela Rubalcava, Ben Schieble, Mike Schultz (Proxy: Brian Ruf), Dan Williams (Proxy: Virginia Irintcheva)

Guests: Barbara Buchanan, Tanya Farnung-Morrison, Julia Hammett, Starr Litton Jim New, Neil Siegel, Kyle Simmons, David Turner II

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

Attendees were asked to be sure to sign the attendance sheets. Proxies were asked to sign by the people's names they were attending for and write the word "proxy" by their names.

Approval of Meeting Minutes from May 13, 2016

Due to the leave of the Faculty Senate Administrative Assistant, Tara Lewis, the May meeting minutes were not presented at this meeting.

Tabled by Chair Cheryl Cardoza

Consent Agenda

Motion: To approve the Faculty Senate Consent Agenda with the following corrections to Committee Membership: Adding Natalie Brown, Melissa Deadmond, and Marynia Giren-Navarro and removing Michelle Montoya from the Academic Standards and Assessment Committee; Adding Katie Kolbet and removing Brian Wells from the Curriculum Review Committee; Adding Wade Hampton, Lars Jensen and Rebecca Porter to the Library Committee; Removing Engrid Barnett from the Part-Time Faculty Issues Committee; Adding Amy Cavanaugh and Melanie Purdie and Removing Julie Stage-Rosenberg and Brian Wells from the Professional Standards Committee; Removing Valerie Kelley from the Recognitions and Activities Committee; Adding Ted Lambert and Brian Wells to the Salary Benefits and Budgetary Concerns Committee.

Movant: Senator Wade Hampton

Second: Senator Haley Orthel-Clark

Vote: Passed unanimously.

Chair Report—Cheryl Cardoza

- **Senator Expectations and Duties:** Chair Cheryl Cardoza reviewed the expectations of Senators serving on Faculty Senate:
 - Senators represent their constituents and should confer with them for any important votes in Senate
 - New handbooks are coming
- **Professional Standards Chair Appointment:** Scott Huber has been appointed to this position by Cheryl Cardoza for the year. The Committee should elect a chair for the following year. Cheryl thanked Scott for volunteering to serve as Chair of this important committee.
- **Announcement: Hank Sosnowski:** Hank's in the hospital. Please put out good thoughts to help him heal. The English Department is devastated by the news.
- **Board of Regents Updates:** The June Meeting of the Board of Regents took place at TMCC on June 9-10. I attended as your new Faculty Senate Chair after John's resignation to become Dean of Sciences at CSN. The BOR held a retreat at the end of August. The Community College Committee met last week, and the next Board of Regents meeting is Thursday and Friday of next week. Please join me at UNR, especially if you are a new tenure-track faculty because this is one of the easier meetings to attend.

There have been important discussions at all of these meetings. During the Community College Committee last week, the item of interest for community colleges was Mission Differentiation. They were reticent to talk about it without the universities and the state colleges present. This was a good preliminary conversation. Our new President Karin Hilgersom pointed out that the funding formula is hurting the community colleges, that the universities should not be doing remedial, applied bachelor's degrees, and dual enrollment. Community Colleges should not be doing transfer baccalaureate degrees that are already being represented at the universities. Hilgersom said we should be working together as a system to provide the best education for Nevada students. Competition is only hurting us as a system. There was a strong showing from IAC chairs and the other community college presidents. The next step is to bring in the universities and state college.

The regent retreat was at a 4H Campground by Stateline. They couldn't broadcast the meeting, but as it is an open meeting they couldn't stop us from going. The Faculty Senate Chairs sent Brian Siegel from NSC as our representative. The Chairs are still reviewing his notes. Mission Differentiation was on the agenda but was not discussed. The regents did discuss the funding formula and how to make sure community colleges get a better outcome by looking at weighted credit hours for career technical programs. This is a great start.

The chancellor search has been problematic. Acting Chancellor White was unclear about current proceedings. Rick Trachok has made no comments. We have been left out of the process. The code requires all presidents, faculty

senate chairs and student government leaders to take part in the search. At this time, that is not occurring. My observation, so far, Acting Chancellor White is more focused on universities than community colleges.

All summer the board has been busy updating policies. The new crew of NSHE Faculty Senate Chairs resisted many policies going to the September board meeting prior to faculty having time to review and react to the policies. The Faculty Senate Chairs have been able to encourage positive changes to some of these policies, and postpone votes on others. Cheryl reviewed the following policies:

- **Community College Baccalaureate Degree Proposal Development and Review Process:** Title 4, Chapter 14, Section 9. This policy benefits community colleges in that it no longer gives the university and state college presidents first right of refusal for Baccalaureate degrees being proposed at the community colleges. Instead, these proposals will go before the entire Council of Presidents. This will be a better and more transparent way of doing this.
- **New Campus and Branch Campus Instructional Sites:** Title 4, Chapter 14, Section 2. This policy allows online course offerings to break the geographic service areas to allow for more coverage with web courses. Another win for the community colleges who are held to their service areas more strictly than the universities and state college. This change just meets the practice.
- **NSHE Policy on *Printed and Electronic Instructional Materials*:** Title 4, Chapter 14, Section 29. This policy originally gave too much power to any contracts that the institution is engaged in. The Faculty Senate Chairs insisted that the right of faculty to choose course materials should be emphasized and asked that the highlighted clause be added to the end of the policy: Institutions may negotiate and enter into contracts with publishers, bookstores, and/or similar providers and vendors that allow instructional materials to be offered to students at a reduced cost without infringing on the faculty's authority to select textbook and instructional material as set forth herein. This policy is going through next week with the change proposed by NSHE's Faculty Senate Chairs.
- ***Extraordinary Performance Awards*:** Title 4, Chapter 3, ***New Section 26***. This new policy is problematic according to Chair Cardoza. The issues raised about the policy included that it did not specify any way of making a fair nomination or selection process, that the policy itself could be used to support favoritism, that the Board and the legislature might see this as a replacement for merit, that the awards might foster unhealthy competition among faculty. A number of concerns were voiced about this particular policy by faculty across campus. There is also an issue with us having to pay for this out of our meager funds.
- ***Students: Absence from Class: Title 4, Chapter 14, Section A, Subsection 3***. This policy offers a lot of reasons why students can legitimately be absent from class. The discussion on this policy included a number of arguments about why institutions should limit how many absences. This one offers too much leniency to students who participate in sports or other institution sponsored events. Cheryl pointed out that the Council of Senate Chairs has serious reservations about this policy and have already offered a number of revision suggestions. The policy is too broad, so we asked the Vice Chancellors to postpone this policy until December.
- **Intellectual Property Policy**, Title 4, Chapter 12. The Faculty Senate Chairs have fought this policy. We got it postponed until December's board meeting, then we met again to discuss the issues. We were able to convince Regents Abba and Nielsen to postpone until March. Please send me written feedback on this policy especially as it will impact all of us. Feedback was offered by Senator Bale, Senator Cardoza, Senator Fredrickson and Chair-Elect Holmes. Cheryl asked each person to send feedback via e-mail so that I can gather and present this information to the Board and other chairs. Steve Bale covered what a Work For Hire Doctrine is and how this policy tries to backdoor the concept. Another issue brought up by a faculty members is that grants might take away copyrights for things like Open Educational Resources.

The Faculty Senate Chairs, though new at this are working together on your behalf. Educational Background was requested for the Chancellor.

Chair-Elect Report—Mike Holmes

- **Institutional Advisory Committee:** Collie Hutter represents TMCC at the BOR at a number of meetings. Dual enrollment as part of the Mission Differentiation is something we need to work on.
- **Tenure Training:** New tenure track faculty have been put through tenure training. There is an attempt to make sure there is a conformance of consistency in terms of tenure committees and processes. Once the committees are named, those and any existing committees will also take part in a future tenure training.
- **Bylaw Changes:** We will be addressing some bylaw changes in future. PT Faculty Issues committee plans to ask for a part-time faculty senator. Brandy wants to start a Web College Committee. Clean up work on: Non-functioning committee chair removal, voting rights of Senate Chairs. An ad-hoc committee will be formed.
- **Reorganization:** A new president means reorganization talk. It's in the preliminary phase right now, but there are issues about equity among deans and divisions. Decisions that also need consideration: facilities, students, chair and faculty workload.
- **Sabbatical Awards:** I was elected Sabbatical Chair last Spring. The deadline for Sabbatical applications is next Friday. The Sabbatical workshop was canceled by Hilary Clinton's visit and sabbatical applicants should attend the rescheduled meeting next Wednesday. Sabbatical Committee members will be apprised of the meeting times and obligations soon.
- **PeopleSoft and Advising:** There is a move to get more faculty to advise students but lack of access through PeopleSoft of student records is hampering that effort. This access would help us identify courses in our areas that are failing in enrollment or need more students involved. I'm working with Andy Hughes and will get this out to deans and department chairs soon.
- **Faculty Complaint about Speed Traps:** Chief Adam Garcia took the floor at the PT Faculty Issues Committee to comment on some issues. He's received more complaints from TMCC than he's received in two months at UNR. One Department chair alleged that there were speed traps, which Garcia claimed was erroneous. He asserted that the police have been more present, but the main concern is safety over anything else. Sixteen students were stopped for speeding at a minimum of 22–25 miles per hour over the posted speed limit. Warnings were given out.

Next Thursday, there will be a test of all the safety protocols (alarms, texting, emails, apps, etc.). There is now a TMCC safety app for your iPhones. Android app is on its way. It includes a flashlight, alerts and friend walking.

Senator Cardoza commented on the speed trap issue. He was the department chair who complained. Tom described the motorcycle officer in the bushes with a radar gun as clearly a "speed trap." If the officer is doing this at 5pm, he's aiming for faculty and staffing, not students. Tom asked President Hilgersom if she requested this service and was told no. This represents a change in police culture. This is something we were concerned about when the consolidation was forced upon us. This was handled very differently as a proactive prevention, not in a punitive way that increased tickets and revenue. Senator Tom Cardoza went on to propose police services committee on Faculty Senate. Senator Steve Bale recommended that such a committee be a college committee not a Faculty Senate committee. David Turner confirmed that speeding tickets are a financial burden for students.

Tom added that if the culture is changing with the TMCC police, we need to let people know. Senator Kirkpatrick noted that her job is now to mediate this issue. Personally, she doesn't want to see students dying on campus. Tom responded that the old way of handling it proactively avoided any incidents too. Scarce resources make us take harsher measures. We need to push back now, so that we don't have to do it later.

David Turner reported that students feel disconnected from the police and uncomfortable with their presence. Chair Cardoza asked where the revenues are going for speeding tickets. Senator Cardoza and others confirmed that the city gets those revenues. Bale added that his interactions with the police officers have been good.

NFA Report—Julia Hammett

Julia started with some deep concerns for union member Hank Sosnowski. NFA sends him our very best wishes for a quick recovery.

- **Tenure track training:** We met with the VP and deans this summer, revised materials for training and assisted the deans in presenting the information to tenure track candidates. It has been a while since coordinated training for tenure processes have occurred, so this is a good thing. She is glad that is finally established again at TMCC.
- **Contract Issue:** There was some confusion about release time for a Faculty Senate Executive Board member by HR and the new president. NFA and Faculty Senate helped clarify those concerns. We have scheduled a meeting on Sept. 13th to establish a memo of understanding that allows the Senate Chair to have a certain amount of credits which he/she can distribute among Standing Committee Chairs.
- **NFA State Board Meeting:** TMCC hosted the NFA state board meeting last Saturday. We voted for a stipend for a lobbyist for the legislative session, UNR's Dr. Kent Irvin. He will be advocating on behalf of faculty for merit pay, colas, and equity pay issues. There is also a Northern Nevada PAC which will put out a slate of candidates who support community colleges despite being outnumbered.
- **Upcoming Legislation:** We should all look for the following.
 1. A bill coming from the former Community College presidents who want to separate the community colleges from the universities. It's unclear what their final proposal will be.
 2. Leadership tells us this is the year for community college funding, especially workforce development.
 3. Ira Hansen is offering a bill that we should watch out for. He's not known for being favorable to higher education.
- **Salary Equity Study:** NFA urges the college to reach the goal of getting faculty salaries to 83% of what UNR faculty are earning. The administration gets 83% right now, but faculty are still at 78–79%. There is further compaction from adding 17 tenure track faculty to our ranks. The last equity study focused on the lower third of the salary range. This next one should focus on the middle third to provide more balance.
- **NFA Dues Increases:** The NFA State Board approved dues increases for new NFA members starting in January: \$33/mo. for those making less than \$60K, \$39/mo. for those making more than \$60K. Existing members will be grandfathered in at their current rates, so join before January. We've grown 65% in the last two years, the highest growth rate of any NFA Chapter in the state.
- **Working with Faculty Senate:** NFA looks forward to working with Faculty Senate on the Administrative Survey and the Climate Survey in the Spring.
- **Labor Day Parade:** NFA encourages NFA members to participate in the Labor Day parade in Virginia City. Contact Julia if you want to march in the parade.
- **Next NFA Meeting:** 2–4pm, Thursday, September 15.

Administrative Report—Barbara Buchanan and Jim New

Chair Cardoza welcomed VPAA Barbara Buchanan and introduced Jim New's new role at TMCC as Vice President of Finance and Administration. She explained that the VPFA search was internal, but included representation from Faculty Senate and NFA. When Jim was chosen, we ran another internal search to find a replacement for Dean of Technical Sciences. Kyle Dalp is now serving in that role.

- **Barbara Buchanan, Vice President of Academic Affairs:** Dr. Buchanan thanked Faculty Senate for having her at the meeting. She expressed appreciation for Julia, Scott, Cheryl and Mike who met during the summer to discuss tenure training. She added that we will meet with tenure committees to finish that work soon.

The Tutoring center has moved to the library to form a "Learning Commons." Please be patient with this transition. Barbara described the ride-around to other libraries and tutoring centers with Michelle Montoya, the deans, the librarians, etc. There are some exciting discussions about making tutoring more central and important to the student experience at TMCC. We are now having visioning meetings to make the transition to the library. The first floor is where it is now because the second floor is not yet ready. Does the Library committee want to be involved? There's a push on facilities and IT to make this happen. This morning's meeting was great. It's important to meet all needs as we make this change. Math and SI will remain in the Vista building because that's what the Math Department wants. We will put together a group for making this happen.

The student newspaper, *The Echo*, has moved from the English Department to the SGA. This is another transition we are working on.

Dr. Hilgersom is a big proponent of faculty advising. We are working on making this a viable and consistent process.

Barbara met with John and Cheryl on reorganization when she first came, but because there was a new president coming and a new Dean of Liberal Arts, we postponed talks until this year. Dr. Hilgersom has some ideas about reorganization of her executive area. There are also talks about academic division reorganization. If you have ideas about that, please let her know. She emphasized the need to honor the process and Faculty Senate's role in that. The Chair-Elect has a vital role to let people be heard as we progress through that process.

- **Jim New, Vice President of Finance and Administration:** The Equity Study is underway. Jim spoke with the consultants today, the same consulting firm that did our last equity study a year and a half ago. HR Director Olsen has asked for position descriptions of administrative faculty because the equity study will review classification of those faculty by their duties. It will also address further compression on the salary scale for academic faculty. Those descriptions will be returned by September 19, so it will be the end of September before the consultants get them. The consultants expect to need a couple of months to do their work. Sometime in November, we will work with their recommendations, hopefully getting them in place by the end of December. Using the committee named last year. Dean Murgolo-Poore will replace me as the dean representative. Dr. Hammett, Dr. Huber and Cheryl are also on that committee. We will participate in a phone conference with the consultants to make sure all are on the right track.

The Resource Allocation Process is under review. Eighty percent of the college's budget is dedicated to salaries and 17.5–18% focuses on the fixed expenses of the college. That doesn't leave much left for wiggle room. Even so, we have a process whereby departments and programs can request additional funding. The goals of RAP are laudable; however, they were flawed. Leadership is looking to streamline the process and make it more transparent for everyone. One thing stood out as an easy fix: to remove the foundation grants from the RAP. We will return, instead to allowing the foundation office to accept proposals again so faculty could ask for money again under that program. If you have projects that you want funded (\$4k to \$7k).

Facilities built a new parking lot we hope you are enjoying. Handrails and landscaping are forthcoming. The stairs are not yet open because of the handrails and liability issues because they are missing. That is a bit of a setback, but the parking lot is helping alleviate the parking capacity issues.

The newly named Pennington Applied Technology Center will have a ribbon cutting ceremony on Thursday, September 20 at 1 p.m. We hope you will all join us. Come see the new impressive facility.

Jim noted that he took notes on the concerns that we heard today and will address them as soon as he can.

Senator Cardoza asked about the possibility of using DRI's lot for temporary overflow again as we have done in the past. Jim responded that DRI has no interest in allowing us that luxury in future. They have a prospective tenant for the property and that is the reason they are denying TMCC use.

Senator Hampton pointed out that the loss of Rachel Solemaas was compounded by the loss of Patty Freeman.

Action Item: SGA Presentation on Early Syllabus Release

Due to Technical Difficulties, this item was postponed until September 30's meeting.

Committee Reports

- **Student Government Association – David Turner II**

- SGA has been busy. They are working on the Hydration Station installations. SGA gave \$12k and the administration matched it.
- SGA is working on posting carpool needs somewhere to help students get to campus. The system can also post book needs or job opportunities. It should be a centralized system so that students can access a number of needs this way. CANVAS isn't working for this, but they are working on other options or overcoming obstacles in CANVAS that keeps us from doing this.
- Early Release of Syllabi will require an agreement with faculty to release syllabi two weeks prior to the semester so students understand what is expected of them, and allowing students to switch classes if needed. Research shows retention is better when students understand the expectations of the courses they sign on for. GBC does this already.
- We will launch a survey about implementing sports next week. The plan is to implement a fee separate from tuition to pay for a multisport complex. Students are enthusiastic about this idea.
- SGA also wants to thank faculty for their friendliness and help in navigating the campus when new to the school.

- **Classified Council – Starr Litton**

Cheryl announced that Starr had to leave early, but we expect to hear from her next time.

- **Recognition & Activities – Olga Katkova**

- The committee will meet next Thursday, 3:30–4:30. Please join us in RDMT 255.
- We are working on a policy with the foundation to recognize people who worked at TMCC but have passed away.
- We are collecting nominations for Professional of the Month for August and September. Please take time to recognize your colleagues.

- **Professional Standards Committee – Scott Huber**

- Professional Standards meets on September 16.

- We will review the IP policy. Please send any information on these policies for discussion.
- Cheryl gave us policies on Official Absences and Extraordinary Performance Awards to review.
- Hugh Fraser from English has proposed a streamlined revision of the Annual Plan.
- **Salary, Benefits & Budgetary Concerns Committee - Steve Bale**
 - Steve offered to attend Professional Standards to help with the IP policy. Scott accepted that offer.
 - The committee met a couple of weeks ago. The next meeting is September 9th.
 - Our primary work is focused on compensation enhancement within ranges. BOR policies and procedures provide mechanisms for increase within ranges, but the college does not. Bale has met with Jim New and will meet with President Hilgersom in two weeks to discuss this. It's important that we pursue this project with Administrative support and in a feasible way, so we can actually fund the proposal.
 - Please come participate if this agenda interests you.
- **Curriculum Review Committee – Haley Orthel-Clark**
 - The Curriculum Review Committee met on the 26 of August.
 - There was a light submission period, but also addressed previous concerns.
 - A subcommittee was formed to review the AAS General Education forms for revision. Proposed changes will be made at our September meeting.
 - We had guest speakers: Jeremy Schachter, the program officer for Veteran's Education Benefits. Some courses are not being funded by the VA because of the way they are constructed, especially self-paced, competency-based, open-ended courses. Spread the word to cover this. Julia Bledsoe came to discuss the new software package. We are trying to create a less buggy program in LeapFrog. Roll out in Spring will start with faculty.
- **Academic Standards and Assessment – Brian Ruf**
 - ASA met on August 19.
 - We reviewed the new committee charges.
 - The PUR was presented to acquaint committee members with the document and its assessment processes. There are six to review this year. We discussed how this would work in the committee
 - Melissa Deadmond presented the pilot program for GE Assessment conducted last year. The committee reviewed the reports and found a need for a GE assessment rubric (e.g. the GEAR). The pilot responses were mixed, some good, some atrocious.
 - Our next meeting is September 9, from 10–12 in Sierra 209.
- **Part-Time Faculty Issues – Brandy Scarnati for John Frederick**
 - The committee met today.
 - The prime focus is on getting a chair. Please consider volunteering. Cheryl emphasized this need and asked Senators to ask their constituents to consider stepping up to this important position. Both part-time and full-time faculty qualify to chair this committee.

- We are also looking into getting a Part-Time Faculty Seat on Senate. There are 361 part-time faculty on campus this semester. They need representation.
- Our next meeting is September 30 at 10 a.m. in RDMT 333.
- **Library Committee – Corina Weidinger**
 - Library Committee met yesterday, September 1.
 - Events this semester include:
 - Political Panel on the Elections planned for mid-October. We are coordinating with Political Sciences faculty.
 - Monsters Panel is scheduled for Thursday, October 27, 2–4pm in Sierra 108. We are working on getting speakers for that one. I will bring more details next meeting.
 - Our next meeting is on October 6, 3:30 p.m. in Library 102.

Unfinished Business

None.

New Business

- Senator Cardoza asked that we invite Chief Garcia to our next Faculty Senate Meeting to report on the transition of the Police Consolidation and take any questions. Chair Cardoza agreed to do this.

Adjournment at 2:10 p.m.