

# FACULTY SENATE MEETING MINUTES

December 16, 2016

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

**Absent:** Mike Holmes (Proxy: for voting Clifford Bartl, report given by Cheryl Cardoza), Steve Bale (Proxy: Brian Ruf), Judy Frederickson, Micaela Rubalcava, Mike Schulz

**Guests:** Dr. Karin Hilgersom, Dr. Barbara Buchanan, David Turner II, Julia Hammett, John Frederick, David Garcia, Sam Byington, Barb Painter, Jay Jorgenson, Thomas Kearns, Joan Steinman, Rich Olson, Randy Flocchini, Veronica Fox, Jim New, David Misner II, Stephanie Walden, Elena Bubnova, Todd Reniviel, Estella Levario Gutierrez, Nicole Shimabuku

**The meeting was called to order at 12:38 p.m.**

## Approval of Meeting Minutes from Nov. 4, 2016

**Motion:** To approve the meeting minutes from Nov. 4, 2016 with the amendment that Patrick Guiberson was present at the last Faculty Senate Meeting.

**Movant:** Senator Wade Hampton

**Second:** Senator Haley Orthel-Clark

**Vote:** Passed unanimously. Abstentions: Senator Ben Scheible

## Consent Agenda

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Motion: To approve the consent agenda as submitted.

Movant: Senator Fred Lokken

Second: Senator Ben Scheible

Vote: Passed unanimously.

## Chair Report—Cheryl Cardoza

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- **Bylaws Revisions**

- **Standing Committee Chair Removal from Office – 2nd reading:** Chair Cardoza reminded everyone that this is the second reading of these revisions which add a clause giving another avenue for removing standing committee chairs. A vote will be taken.
- **Web College Advisory Committee presented by Brandi Scarnati – 1st Reading:** This bylaw change is presented as a first reading. It will be discussed and voted on at the February 3 Faculty Senate Meeting.
- **Board of Regents Updates:** The board met at UNLV, December 1–2.
- **Police Consolidation:** The southern institutions have been asked to consolidate police services. There is reticence especially from the CSN Faculty Senate Chair, who wants feedback our Police Consolidation. Police Chief Garcia will give us an update of the consolidation later in the meeting.
- **Chancellor Search:** Cheryl reported on decisions made at the last Chancellor Search Committee Meeting. The consultant created a "work around" so that they are not required to follow open meeting law for the first round of reviewing the candidates if they are reviewed by a similar committee of four people, so the regents appointed a committee: Jane Nichols, Nancy Brune and two others.
- **Policies**
  - **Student Absences from Class – Exhibit B:** The regents voted on this policy with the clause listed in Exhibit B. Several regents thought faculty should not mandate attendance, so they are now taking this clause out and sending the policy through again. The main gist of the policy is that this kind of thing needs to be established at each institution. They are making a broad policy that leaves room for institutions to outline the specifics. We can fix this at the institutional level and will most likely want to state that the students are required to attend class.
  - **Intellectual Property:** This policy is under contention right now. The Faculty Senate Chairs presented their own ideas but there's a conflict between the committee's mandate to hold all IP rights in NSHE and dole out rights in special cases vs. the Faculty Senate Chairs who say the rights should belong to the faculty unless special conditions give the rights to NSHE. It is a fundamental and philosophical divide between the two camps. To resolve this, Crystal Abba, Vice Chancellor for Academic and Student Affairs, proposed the committee who developed the policy should meet with the Faculty Senate Chairs to resolve differences.

- **SGA Resolutions for Accessibility at TMCC – Exhibit C:**

- **ADA Resolution:** Cheryl reminded senators that at the last Faculty Senate Meeting, David Turner II mentioned that the SGA had passed several resolutions including one on accessibility. Cheryl reviewed the policy and found that a number of the premises were faulty. She met with Joan Steinman to discuss the issues with their resolution. She then sent notes to David Turner and David Meisner Jr. The main issue stemmed from then use of curriculum and courses throughout the resolution. The Davids did not realize that curriculum is the purview of the faculty and that the resolution was pushing faculty to adopt

accessibility protocols that were unrealistic. Both Davids said the resolution resulted because they were pressured by the statewide committee. In the future, Cheryl suggested to the SGA that they adopt a task force that includes a number of stakeholders. David Turner responded that the SGA didn't have time to go through the proper channels and will be looking at changing this resolution and adopting a resolution procedure that will include more involvement. He mentioned that TMCC was the only institution that passed one. The SGA is currently thinking that the appropriate place to begin is the President's Cabinet. Scott Huber supported Cheryl's assessment of the resolution. He noted that the demands in the resolution would be unjust to our students with disabilities. He supported David's suggestion that the SGA constitution be changed to develop a better process.

- **Sanctuary Campus – Exhibit D:** Due to the results of the US presidential elections, more students, especially in the south are asking NSHE to consider establishing sanctuary campuses. This escalated when a UNLV faculty member made a comment on Facebook regarding turning in his DACA students to ICE. This went viral during the December Board of Regents meeting. The Faculty Senate Chairs and institution presidents have a number of concerns about this, especially in the principles of sanctuary that break laws. We are not an embassy therefore cannot legally provide sanctuary. Academic institutions across the country are opting instead to adopt policies that create a safe place for students. Cheryl included some information on what we can do. David Turner II suggested that students helping students would be appropriate and is encouraging everyone to send letters to our state senators regarding policies for DACA students and encouraging the state to support sanctuary principles, but not Sanctuary Campuses.
- **Graduation Venue:** Cheryl gave the floor to Estela Gutierrez. She announced that the good news is that we are graduation more students. In the last 5 years, we have grown from 2000 to 5000 who attended graduation. On the date we originally scheduled, there aren't any venues. She talked about moving graduation to May 12, so we can have Lawler Events Center at UNR. It holds about 25–30,000. Graduation would need to be Friday at 4:30 p.m. Prices are anywhere from 65,000 to 71,000 which is lower than any of the casinos in town. Senators had a number of suggestions: Faculty wondered why we don't use our own facilities. One senator suggested that we hold 2–3 different graduations and use the Student Center here or use the Quad. Other senators asked why we didn't use the Peppermill again or the Reno Events Center. Estela responded that we only had six months to decide on a venue this year which isn't enough time to get a good deal. Prices were raised at the Peppermill and other casinos in town. She said the multiple graduation idea would entail holding about 5 different graduations, and that doesn't address issues in the quad like weather and wind, or parking. She encouraged faculty to join the Graduation Committee if they want more say in the choices.

## Chair-Elect Report—Cheryl Cardoza

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- **Sabbatical Awards:** TMCC was allocated six sabbaticals for the 2017–2018 Academic Year. Four proposals were received, reviewed and recommended by the committee for award. The president awarded three of the sabbatical requests and denied the other one. Mike encouraged the faculty member to revise the proposal to cover a semester instead of a year. That revision was submitted to the committee, approved and forwarded to the president. We had not heard if the proposal was approved by the president. President Hilgersom announced that she had indeed awarded the revised sabbatical. The Sabbatical Committee will convene in January or February to draft policy changes and clarification of the Sabbatical process, policy and procedures.
- **Academic Reorganization:** Cheryl announced that the report was just informational, and that the senate would not be voting on reorganization that day. Mike Holmes wanted there to be a vote by this body at this meeting, but decided that the committee did not yet have the final documents for consideration. The documents presented to the committee were marked "draft" and most committee members did not want to vote until a final proposal was presented. The president gave Mike some NSHE paperwork that put the reorganization forward at the system level. This would appear to mean a circumvention of shared governance as it avoids the need for a vote by senate. Cheryl met with Dr. Buchanan and President Hilgersom. They agreed that shared governance was very important. President Hilgersom pointed out that the paperwork was filed only provisionally. She was ready to pull that paperwork should the Ad-Hoc Reorganization committee request revisions or not approve the proposal. Dr.

Buchanan reiterated the need for reorganization because of the workload inequity among deans. She also met with Ted Plaggemeyer about the move of Engineering. Cheryl included the documents presented to the committee so senators could review the reorganization proposal over the break. She announced a vote on this matter at the February 3 meeting.

## Action Items

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- **Approval of Bylaws Revision for Standing Chair Removal**

**Motion:** To approve the Bylaws Revision for Standing Chair Removal.

**Movant:** Senator Haley Orthel-Clark

**Second:** Senator Wade Hampton

**Vote:** Passed unanimously.

## NFA Report—Julia Hammett

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Dr. Hammett discussed the priorities the NFA is working on for the college. She emphasized that TMCC should focus on our main mission: to meet student demand. She reported that NFA will be meeting more frequently with administration to help set priorities for the college. She discussed the current provision in the contract to keep faculty from working more than 21 hours as it has been a bone of contention with some. She said that the policy has not changed except to clarify stipends. What changed was enforcement of a provision already in the contract. Brian Wells asked about the idea of including merit pay on a three-year cycle for faculty. Julia said that the Task Force on Range Enhancement seems like a good starting point for discussions. Julia pointed out that there are two issues that need our attention: dramatic changes in PEBP and a shift in the Phase-In retirement plans. The NFA is keeping a watchful eye on this until we can find a way for Merit or income benefits to balance budgets.

## Administrative Report—President Karin Hilgersom

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Dr. Hilgersom reported a good meeting at Western Nevada College. She pointed out that PEBP is willing to come to the institutions and the Faculty Senates. Dr. Hilgersom also reported some collaborative work with Sierra Nevada College. We are working on two new 3+1 degrees in Business and in Early Childhood Education. SNC is taking on the costs of implementing those. The 3+1 agreement allows qualified faculty to teach 300-400 level classes. It will be adjunct pay, but at higher rates.

- **Budget:** The president reported that NSHE and the Governor's office had requested all institutions to submit a 5% cut budget plan. Estimates expected the cut could be anywhere from 5-10%. She thought we should expect the 5% cut in the budget plan. Dr. Hilgersom reported that we requested money for enhancements. The first is for caseload growth which should amount to \$59 million most of that will go to universities because community colleges will receive CTE funding. The good news is that the CTE funding should negate the 5% cut so the budget hit will be around \$349,000. The net effect will be minimal. Chair Cardoza pointed out that there was a move by the Chancellor to cut CTE and capital expenditures by 50%. This was not received well by the regents who were blindsided by the request. President Burton suggested a compromise: we could not fund capital improvements for the first year, but pick them up again in the second year. The hit on CTE should remain low: 25% in the first year and then no cuts after that. The regents approved that plan and asked the chancellor to send it to the governor.
- **Police Consolidation:** Dr. Hilgersom reported that police consolidation in the north is going really well. The savings from the consolidation was \$477,000 and has been sent back to TMCC. \$150,000 of that savings goes directly to any budget reductions. This is a good thing. Overall People have been relatively safe. We will be doing a survey in April to see whether students feel safe at all of the TMCC Locations. Dr. Hilgersom pointed out that being asked by your dean/director to do a plan for a 3%, 5% and 7% reduction is part of shared governance. She assured the senate that she doesn't plan on laying anyone off as TMCC needs full-time faculty.

The 2017 Community College Survey of Student Engagement will start in February. This will be a massive survey with 295 community colleges included. The survey gives us an amazing opportunity regarding best practices for student success. This year and in 5 years there will be a joint committee to go over the data and find ways to address any concerns. TMCC will also conduct a companion survey for the faculty which will be online and give all faculty the opportunity to participate. Elena's office will make rounds to division meetings to make sure everyone is aware of the surveys. Between 70 and 80 courses will be selected for the surveys. It will take a full class period to complete the survey (approximately 45 minutes). Faculty should be building room in their syllabi in case they are selected to complete the survey. Our goal is to get 1000 completions and will begin in February and end in April.

## Police Consolidation—Director Adam Garcia

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Director Garcia reported that with the police consolidation, police services have completed the following updates and upgrades here at TMCC.

- We have filled 2 of the 5 open positions.
- Over the last 5 months we have updated the TMCC emergency procedures including the following:
  - Active shooter training
  - A new TMCC emergency application for iPhones and Android phones
  - Installed an Emergency phone at RDMT
  - Completed threat assessments on campus
  - Addressed the issues of speeding on our campuses: Garcia presented details from an accident that had occurred 2 weeks ago. The driver was a student going about 60 miles per hour. He rolled his vehicle 4-5 times and luckily walked away with only minor injuries. He was cited for careless driving. Garcia remarked that these are the kind of incidents he wishes to avoid.
  - Participation in the tobacco free committee
  - Stakeholder accident free services
  - TMCC communications
  - All of the emergency incidents for the crisis action team
  - Faculty orientations
  - Addressing some of the national, issues and for international students
  - Security assessment at Edison
  - Assigned representation to TMCC threat assessment teams
  - ER test message and email. Garcia presented an example of this working well during a power outage caused by a hawk that landed on an electrical wire, which started a brush fire and shut down electricity at the Dandini Campus.
  - Helped for three days with the Little Valley Fire at Redfield
  - Provided support during Hillary Clinton's visit to campus
  - ORI# from FBI – and software so that we can now support doing our own fingerprinting that can then be sent to Carson City for federal and state checks

Senators voiced some concerns about the progress of the police consolidation. Some senators commented that they don't see officers around campus like they used to and would like to know more about coverage. Garcia's response lacked any details. Questions were asked about how much coverage there was on each campus and were not given any concrete numbers. Senator Cardoza brought up the "speed trap" officer who hid on Raggio, asked when we would have full coverage (seven officers) at TMCC and remarked on the seven designated parking spaces for police officers which are now not in use. Garcia responded that faculty perception was mistaken, that officers are on campus and has been asked to make themselves more visible. He pointed out that the officer on Raggio

was not a "speed trap" and that he issued warnings not citations to help alleviate speeding issues around campus. Senator Cardoza countered that a hidden officer is indeed a "speed trap" and that we used to have a more preventative system, vehicles placed at intersections with lights on that kept the speeding down, that an officer in an alcove issuing citations or warnings was a more punitive approach to the problem. He felt that the switch to a more punitive approach was changing the police culture on campus to a more negative one. Garcia addressed the parking spaces saying that they still need them but would not ticket occasional use. Senator Cardoza pointed out that the four spaces are rarely used now and that when he sees police vehicles on campus they are in the parking lots or on the quad.

## Committee Reports

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- **Salary, Benefits & Budgetary Concerns Committee – Cheryl Cardoza for Steve Bale**

Cheryl Cardoza reported that the SBBC did not have a quorum and were unable to approve the November 18 meeting minutes. Their last meeting was held on Dec. 2. Tammy Freeman from the grants office came as a guest to discuss grants and the process the foundation uses to find and review grants to support TMCC. The committee discussed annual plans and Jim New made suggestions. The committee discussed ideas about merit and ways to support pay increases for faculty. SBBC's next meeting will be Feb. 10, 2017 at Noon in SIER 111.

- **Task Force – Cheryl Cardoza for Steve Bale**

The task force is now formed: three administrators (including Dr. Buchanan and VPFA Jim New) and three faculty members in addition to Steve are serving. They had their first meeting on November 18. They met again on Dec. 9 and discussed range enhancement policies at other institutions and proposals. There was some concern that minutes and agendas were not being provided in advance of all meetings. Chair Steve Bale ensured that minutes will be produced in the future on time. The time for the next meeting has not yet been decided.

- **Academic Standards and Assessment – Brian Ruf**

The committee met Nov. 18. They started reviewing the PUR for Core Humanities, Humanities and Philosophy, but did not complete it in one go. There will be a special meeting on Dec. 9 to finish the work. After reviewing the comments from the committee on this PUR, it will go back to the committee and the PUR author and dean. The committee will be reviewing the PUR for Entrepreneurship next. ASA's next meeting will be Jan. 20 from 10–12 p.m. in SIER 109.

- **Recognition & Activities – Olga Katkova**

The committee met on Dec. 1. They discussed the success of the pumpkin contest and the \$187 raised from the fundraiser that took place at the same time. The professional of the Month for December is Tom Cardoza. He was presented with his award at the Faculty Senate Meeting. The committee encouraged everyone to nominate professionals for the award online, with the paper form, or by email. The next Professional of the Month nominations have been extended until Jan 12. The committee's next meeting will be Feb. 2 at 3:30–4:30 p.m. in RDMT 255.

- **Library Committee – Corina Weidinger**

The committee has not met since the last Faculty Senate meeting therefore there is not a report. Our next meeting will be Feb. 2 from 3:30–4:30 p.m. in LIB 102.

- **Curriculum Review Committee – Haley Orthel-Clark**

The CRC met on Dec. 9. We had over 100 course submissions. Melissa Deadmond gave a report. Julia Bledsoe gave us an update regarding the Leapfrog Program. There are some issues extracting the data from PeopleSoft. Due to this, the January Professional Development training with Leapfrog has been canceled. CRC's next meeting will be January 27 from 9–10 a.m. in SIER 103.

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

SGA will be meeting over the winter break. They will be looking at ways to involve more faculty and administrators in the development of resolutions. They plan to work on revising the resolution on accessibility in the near future. David Meisner Jr. will take the lead on that effort.

- **Classified Council – Valarie Kelly**

Classified Council has been very busy fundraising with the Craft Fair and Turkey Raffle. Valerie thanked everyone who participated. She also asked that faculty please continue to nominate classified staff members for Classified of the Month.

- **Part-Time Faculty Issues – Marynia Giren-Navarro**

The committee met today at 10 a.m. in RDMT 333. Members reviewed the survey and submitted it to the Professional Standards Committee for approval. The survey will be sent out to the Part-Time Faculty in February after its approval. Marynia thanked Cheryl Cardoza for engaging the Faculty Senate with the Part-Time of the Month Awards. The Faculty Senate Chair now signs the certificates and is involved in presentations. The Part-Time of the Month award for November was Joe Sanford. Taylor Yancey will be awarded in February. The committee reviewed best practices and asked for input. Cathy Brewster came and talked about the Getting Results training for part-time faculty. Each part-time faculty member received a \$300 stipend for completing this on Canvas. It took a total of 10–12 hours for the training. She also announced that Professional Development Days starts in January and encouraged all part-time faculty members to attend. Brandy Scarnati gave an update on evaluations: 73% of students have completed their course evaluations. Veronica Fox was welcomed as the new Director of HR. The reading of the bylaws revision to establish a Part-Time Faculty Senate seat will be on February 3. The next meeting is Feb. 20 from 10–11:30 p.m. in RDMT 333.

- **Professional Standards Committee – Scott Huber**

Scott reported that at their Dec. 2 meeting PS reviewed a DRC email policy and discussed options to help keep the DRC from being overworked by the new provisions. But still make sure student needs are met. For the January meeting, the committee has invited Jim New as a guest speaker. At the Executive Committee meeting they discussed the sports survey. Eighty three percent of the students did not respond. Due to the amount of impoverished students at TMCC that cannot afford the \$9 increase, this will add more pressure to these students. The question of who will pay for this fee is still unanswered. This will be revisited by the committee at the February Faculty Senate Meeting. Our next meeting is Jan. 20 from 10–11:30 p.m. in RDMT 333.

## Unfinished Business

None.

## New Business

- A number of senators expressed concern about the changes to Phase-in retirement. Cheryl thought Professional Standards might want to look into the issue and asked Chair Huber to put it on their next agenda.
- It was announced that a film created by Cheryl Cardoza's son was previewed at the Center for Performing Arts in December. The Trailer is available on YouTube. Search for Dinner with God movie.
- Faculty were reminded that on January 18, there will be a poverty simulation during Professional Development Days.

**Adjournment at 2:55 p.m.**