

FACULTY SENATE MEETING MINUTES

March 9, 2018

Faculty Senate Chair: Cheryl Cardoza	Faculty Senate Chair-Elect: Mike Holmes	Executive Committee member, Academic Standards and Assessment Chair Anne Flesher
Executive Committee member, Curriculum Review Chair Haley Orthel-Clark	Executive Committee member, Professional Standards Chair Amy Cavanaugh	Executive Committee member, Salary, Benefits and Budgetary Concerns Chair Ron Marston
Library Committee Chair Josh Shinn	Part-Time Faculty Issues Committee Chair Marynia Giren-Navarro	Recognition & Activities Committee Chair Michelle Montoya
WebCollege Faculty Advisory Committee Dan Hooper	Senators At-Large: YeVonne Allen Amber Burroughs Kate Kirkpatrick Staci Miller	Senators for Allied Health: Julie Muhle Mike Schulz
Senators for Applied Industrial Technology: Clifford Bartl Paul Seybold	Senators for Biology: Meeghan Gray Virginia Irintcheva	Senators for Computer Technology: Arnold Brock Cathy House
Senators for English: Elizabeth Humphrey Robert Lively	Senators for History, Political Science & Law: Fred Lokken Ben Scheible	Senators for Humanities: Tom Cardoza Wade Hampton
Senators for Math: Hieu Do Anne Flesher	Senators for Physical Sciences: Ed Corbett Judy Fredrickson	Senators for Social Sciences: Julia Hammett Micaela Rubalcava
Senators for Visual and Performing Arts: Ron Marston Corina Weidinger	Senator for Part-Time Faculty: Jonathan Reddick-lau	
Classified Council Representative Cynthia Olivo	Student Government Representative Kimberly Tran	

Absent: Arnold Brock, Wade Hampton (Proxy: Elena Atanasiu) Jonathan Reddick-lau (Proxy: Gwen Clancy), Mike Schulz (Proxy: Julie Muhle), Paul Seybold (Proxy: Wyatt Ziebell), Corina Weidinger (Proxy: Ron Marston)

Guests: Amber Anaya, Cal Anderson, Elena Bubnova, Veronica Fox, Dr. Karin Hilgersom, Megan Lahti, Jean Lampson, Jim New, Nate Mackinnon, Dr. Thom Reilly, Brian Ruf, Neil Siegel

The meeting was called to order at 12:35 p.m.

Approval of Meeting Minutes February 9, 2018

There was some confusion about why the name for the Part Time Issues committee had not been changed despite a committee vote to change it. It was noted that the committee will need to propose a bylaw change to drop the word "Issues" from the committee name. Chair Cheryl Cardoza called for a motion to approve the minutes.

Motion: To approve the minutes for February 9, 2018.

Movant: Senator Ben Scheible

Second: Senator Fred Lokken

Vote: Passed unanimously

Consent Agenda

There was one correction to Consent Agenda Item 1: Committee Membership Changes: James Kuzhippala and Joylin Namie were listed as deletions from the WebCollege Faculty Advisory Committee. They are being added to the committee, not deleted. Chair Cardoza called for a motion to approve the consent agenda as amended.

Motion: To approve the Consent Agenda as amended.

Movant: Senator Ben Scheible

Second: Senator Fred Lokken

Vote: Passed unanimously

Chancellor Thom Reilly & Nate Mackinnon, Vice Chancellor for Community Colleges

Chair Cardoza introduced Chancellor Thom Reilly and Nate Mackinnon. Chancellor Reilly provided an update to the senate. Chancellor Reilly spoke of the five goals: Access, Success, Close the Achievement Gap, Workforce, and Research. He discussed how these goals will guide initiatives at NSHE the Board of Regents meetings, and in the budget process. Chancellor Reilly wanted each institution to lead the conversation on budget instead of the system doing it. Chancellor Reilly reviewed the next steps in the budget process. In April, a workshop is planned with legislators invited for the first hour to discuss legislative issues and present the funding formula and draft budget. The budget will then be presented to Governor Sandoval and also to the Governor-Elect in the new year. Chancellor Reilly also discussed state funding for Summer School as a possible direction, especially how to get more STEM and high-demand workforce courses taught in Summer school. Currently, nursing programs are funded through the state for summer school. Expanding that to other high-demand courses may be the best first step. NSHE is also reviewing how scholarships and grants such as the Silver State Opportunity Grant are structured to support students taking summer school. Chancellor Reilly moved on to other topics about the budget. NSHE is looking to have capacity building funds and COLA included in base funding. The system is also pushing for performance compensation which will hopefully be supported by the findings of the AB202 study. There is a system salary study of university vs community college compensation that is being reviewed as well. Chancellor Reilly discussed the TMCC Presidential Evaluation. This occurs with all presidents one year prior to his or her contract expiring. A committee for TMCC's evaluation has been established and has met twice. The committee is comprised of Dr. Precious Hall, Brad Woodring, Gigi Chisel, and Katy Simon Holland. The committee will present the findings of the evaluation at the Board of Regents meeting in June. The report is a public record. Nate Mackinnon added there will be open forums for faculty, students, and staff. Chancellor Reilly concluded his presentation.

Chair Cardoza asked the senate for any questions or comments. Senator Ed Corbett asked how the Chancellor sees TMCC fitting into the goal of Research. Chancellor Reilly said Community Colleges and state colleges work to solve community problems, which is an important and practical way to conduct research. NSHE is looking into how UNLV and UNR can receive Carnegie designations as research institutes.

Senator Rob Lively asked if TMCC were to receive state funding for Summer School, would we switch to a trimester system versus a semester system. The Chancellor said there has not been a formal discussion with legislature as the bulk of state funds are allotted to Medicaid, K-12, and corrections. Chancellor Reilly hopes to get conversation started in terms of how the institutions are utilized in Summer and to rethink how we deliver education.

Senator Julia Hammett asked if COLAs would be included in the base budget. Chancellor Reilly replied that he definitely wants to make them a standard in the budget.

Senator Ron Marston asked about the salary schedules needing upgraded. When this occurs, will the institutions have a preview of the salary schedules? Chancellor Reilly said yes. This may go to a special May BOR meeting. Chancellor Reilly said he will present to the NSHE Salary Committee first.

Administrative Report—Dr. Karin Hilgersom

Dr. Hilgersom reported that the Joint Executive Board (JEB) has made great progress on the shared governance document with many great discussions. Our new Vice President of Academic Affairs is Marie Murgolo-Poole. Dr. Hilgersom thanked the

faculty who served on the VPAA search committee. She also thanked the faculty involved in bringing new Hospitality and Tourism Management two-year degree and the Graphics Arts and Media Technology three year certificate to TMCC. The NSHE procedures were revised to allow the TMCC high school equivalency students to concurrently enroll in workforce programs.

Dr. Hilgersom also provided updates on buildings and maintenance projects. The sports complex is progressing on budget with a good interest rate. Construction phase II begins on the Learning Commons right after finals. The EATS building will not be done under a public-private-partnership. Dr. Hilgersom and Jim New are proceeding with the EATS building under traditional NSHE capital process. The NSHE BOR also approved funding to assist in resurfacing some of our parking lots. This will be done in the summertime. There will be an EATS forum in the Spring and more coming in the Fall. Dr. Hilgersom asked for Faculty Senate's support of the shared science solutions facility with DRI and Nevada State College. This will be discussed at the April BOR Special Meeting. The Nevada Center for Entrepreneurship and Technology (NCET) Awards will be awarding TMCC the NCET Technology Hall of Fame for the William M. Pennington Applied Technology Center on April 5. The TMCC name change has been placed on hold. Both students and stakeholders were not overly eager to change the name. There will be a committee created to determine how to recognize the students earning bachelor's degrees. Dr. Hilgersom also congratulated Kimberly Tran on receiving the Regent's Scholar Award and thanked Ben Scheible for the wonderful real estate class she is attending.

TMCC Website Redesign—Elena Bubnova

The current content management system will be migrated to the new system. There will be a new design as well. Elena reviewed the timeline. Already completed are the kickoff phase, research, and discovery. Currently, the design phase is in process. Development will begin in the summer with the launch planned for September or October after registration. Prior to the launch there will be training for content providers. Elena Bubnova showed websites from other schools as examples. The senators were inquisitive about where their faculty pages would be, how much control over them they would have and could faculty preview the website and test it out. Elena said the pages would still be in the same places with the same content availability. The website testing is being done through the Web Advisory Committee.

Sustainability and Pedagogy—Kreg Mebust, Sustainability Committee

Chair Cardoza introduced Kreg Mebust to discuss sustainability and incorporating concepts into pedagogy. The sustainability committee has increased their membership and attended a higher education leadership summit to learn about sustainability issues. Information learned was brought back to the committee. Kreg reviewed some of the instructors who are already incorporating sustainability into pedagogy and will be sending out an email requesting instructors to tell him how they are incorporating sustainability into their pedagogy. His committee is creating a baseline to be used to apply for a Green Ribbon School Award through the Department of Education. This award would be a first for TMCC and we would be recognized nationally and we are the first community college to apply for the award. Kreg also noted his committee launched a new virtual membership on Canvas to accommodate all committee member schedules. Chair Cardoza also reminded everyone to report Kreg's message to their constituents.

Chair's Report

- **Board of Regents Update:** Chair Cardoza congratulated the faculty who received tenure at the March Board of Regents Meeting: Jonathon Bailey, Sam Byington, Candace Garlock, Matt Leathen, Kreg Mebust, Haley Orthel-Clark, Mike Schultz, and Corina Weidinger. She also congratulated Kimberly Tran on her Regents Scholar Award.
 - **Faculty Senate Resolutions on Faculty Compensation:** Chair Cardoza provided resolutions from other NSHE institutions to inform the senate for the action item Faculty Compensation Resolution.
 - **Articulation Coordinating Committee:** The system bylaws passed. The NSHE Faculty Senate Chairs recommended that faculty be included in the committee at the system level. While the Discipline Committees already include academic faculty, the Chairs felt strongly that the Articulation Coordinating Committee should also include faculty representation. We believe our concern was heard.

- **Presidential Evaluation:** The Faculty Senate Executive Board is working on the survey for the evaluation. Chair Cardoza requested that senators encourage their constituents to respond to the survey so we can provide the best information to the Presidential Evaluation Committee.
- **Relationship Building and Objective Training:** The federal mediators are coming, but will need more than one day, probably three. Cheryl has asked for them to come after graduation in order to accommodate busy instructor schedules. She promised to keep senators informed on the training.
- **NFA Resolution:** There was no appetite to vote on the resolution at the previous Faculty Senate meeting. Chair Cardoza opened the floor to discuss any feedback the senators may have received from their constituents. YeVonne Allen reported an overwhelming no from the at-large constituency. Judy Fredrickson reported similar feedback from her representative area.

Chair-Elect's Report—Mike Holmes

Chair-Elect Mike Holmes reported the election for chair-elect will begin soon and to contact him if interested in running. Chair-Elect Holmes is also reviewing how the Chair and Chair-Elect terms are structured. He is looking at changing the terms to a one year term as Chair-Elect, one year term as Chair, and one year term as post-chair.

Action Items

- **Faculty Senate Bylaw Revision Second Read:** Chair Cardoza reintroduced the bylaw change and noted the suggested change from the last meeting was made to ensure that part-time senators come from different academic departments (4.1.C). Discussion ensued. Senator YeVonne Allen noted this gives extra representation to the departments that the part-time senator is from. She pointed out that administrative faculty is under-represented on senate and suggested waiting until Chair-Elect Holmes finishes his re-org study before electing more senators. Marynia Giren-Navarro reported that the Part-Time Committee discussed how Jonathan should vote at senate and decided Jonathan should ask all part-time faculty to inform his vote, not his department. The part-time faculty is still under-represented with one senator and this is paving the way for other under-represented areas to grow. Senator YeVonne Allen added that the at-large senators want to start this process as well. Chair Cardoza encouraged the At-Large senators to form a committee to start the process.

Motion: To approve a second part-time senator seat in the faculty senate.

Movant: Senator Ed Corbett

Second: Senator Meeghan Gray

Vote: Passed with 18 for, 4 opposed, and 2 abstentions.

- **Academic Calendar:** Chair Cardoza called for a motion to approve the calendar dates with the added Academic Year 2021-2022. There was no discussion.

Motion: To approve the academic calendar with the added Academic Year 21–22.

Movant: Senator Fred Lokken

Second: Senator Ron Marston

Vote: Passed unanimously

- **Faculty Compensation Resolution:** Ron Marston presented a resolution for Faculty Compensation to go to the Board of Regents. Chair Cardoza pointed out that all the other institutions in the state had already produced resolutions and that TMCC was the last holdout. Ron pointed out that he had slightly revised the resolution to include administrative faculty. Discussion about when the Biennium was ensued. Jim New noted the dates are 2020-22 for the NSHE Biennial Budget Request.

Motion: To approve the TMCC Faculty Compensation Resolution.

Movant: Senator Ben Scheible

Second: Senator Fred Lokken

Vote: Passed unanimously

Chair Cardoza called Dr. Julia Hammett, NFA President, to the podium. Dr. Hammett reviewed the NFA and Faculty Senate relationship noting that senate works with administration on policy and the NFA works with administration on matters pertaining to working conditions and rights of all workers. Both organizations strongly believe in shared governance, faculty participation, and compensation issues. The NFA thanked President Hilgersom and VPAA Murgolo-Poore for working with the NFA. Dr. Hammett closed her report by asking for administration to sponsor forums to discuss shared governance, academic freedom, and free speech at TMCC. Senator Fred Lokken asked if other senates have NFA reports at senate meetings. Chair Cardoza responded she did not know, but it is important to hear from the NFA as they do manage the contract for all faculty. Chair Cardoza offered to research it and Senator Lokken agreed.

Committee Reports

- **Recognition & Activities – Michelle Montoya**

The committee met March 8. Because Professional Development and Cathy Brewster are moving to the Library, Random Acts of Chocolate will be on hold this year. To fill in while Cathy and her department relocate offices, the Recognition & Activities Committee is coordinating with the Classified Council to do recognitions for all staff. Different ways to recognize employees were created: a TMCC card is being developed that can be sent in our mailbags, a See's Candy lollipop can be purchased from the Welcome Center, or a whole bouquet of lollipops can also be purchased for department-wide recognitions. Student workers will deliver the lollipops. Also, the possibility of recognizing an employee by making a donation to the foundation in their name was discussed. An email to inform all faculty and staff will be sent out. Two awards are scheduled to be presented for Professional of the Month. Michelle also passed out a nomination form for the faculty awards for teaching and service. The deadline for those forms was March. She is collecting nominees. The next meeting is April 12 and members will be discussing an Evening at the Theater event for *Pippin*.

- **Library Committee – Josh Shinn**

The committee last met March 1. The Family Success Fair is coming March 28 from 2–5 p.m. There will be speakers, booths, and a showing of *Day of the Dad*, a documentary about fatherhood. There will be a poetry reading on April 19 and future events were discussed for fall: Day of the Dead and the Monster's Panel. A local food movement event was also discussed. The library also created a certificate to recognize faculty for collaboration with the library staff and services. The next meeting is April 5.

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

Haley regretted to inform the senate there was a snow day. The next meeting is March 30.

- **WebCollege Faculty Advisory Committee – Dan Hooper**

The committee met that day at 9 a.m. A student satisfaction survey is currently underway and Dan will have more data to report at the next meeting. So far there have been 767 respondents. Recently HIST 217 has been approved in QM with others in process. The retention gap for online students has reduced due to the retention efforts of the WebCollege. The committee voted to update the Faculty Standards for Online Instruction and will bring this to senate as an action item. The next meeting is April 6.

- **Student Government Association – Kimberly Tran**

The SGA is working on the following: updating governing documents, marketing projects, reviewing 20 applications received for 9 open SGA positions, and the upcoming wellness week activities.

- **Classified Council – Cynthia Olivo**

Classified Council is pleased to be coordinating with Recognition & Activities for employee recognition. The council is preparing for the Easter Egg Hunt on March 24, the Employee of the Year, and secretary nominations for their executive board.

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

The committee met that day at 10 a.m. Part-Time Faculty of the Month was awarded to Amy Kelly for February and Tracy Byer for March. The nomination form for the part-time senator nominations was finalized and the committee will be working to open elections for a second part-time senator. Next week, Marynia will meet with President Hilgersom, Jim New, and HR to discuss a longevity recognition for long time part-time faculty members. A thank you card was sent to John Frederick to let him know he is missed and appreciated. Marynia was nominated to chair the committee for the next two years and has accepted. The committee also discussed how to get the voice of part-time faculty when Senator Jonathan Reddick-Lau votes. It was decided Senator Reddick-Lau will email part-time faculty to inform his vote. Senator Ron Marston asked about the long term recognition/pay increase for part-time faculty. Jim New stated long term part-time faculty will be awarded \$25 more per credit increase for next year in his or her pay. President Hilgersom invited any part-time faculty to attend the meeting with Marynia. Marynia promised to send an email to part-time faculty to invite them.

- **Professional Standards – Amy Cavanaugh**

The committee met on February 23. New documents were finalized pertaining to FERPA training and the FERPA video has been completed. Both the video and documents will be posted soon. The committee is working on edits to the Department Chair Evaluation process and Amy is discussing the edits with the deans and chairs. The Tenure Guideline Subcommittee is continuing to update the guidelines. The Academic Calendar will further be discussed at the next meeting. If approved, there would not be classes on the day before Thanksgiving; however, a day will be added in August to accommodate the contract. The VPAA will be at the next Faculty Senate meeting to answer questions. The next Professional Standards Committee meeting is March 16 at 10 a.m.

- **Salary, Benefits & Budgetary Concerns – Ron Marston**

The committee last met February 23. The annual plan proposal is being finalized. A survey will be sent out to faculty after Spring Break to better inform what the committee brings to senate for approval. The Rank Advancement Taskforce is continuing its work and looking at what other colleges are doing. Other institutions in NSHE want to know what we are doing as well. Chair Cardoza pointed out that this is a good sign, that if we work on a proposal at the system level, it is more likely to gain traction. The next meeting is March 16.

- **Academic Standards & Assessments – Anne Flesher**

The committee met on February 16. The committee will be reviewing the Foreign Languages PUR at the next meeting. Anne encouraged faculty to join. The next meeting is March 16.

Old Business

None.

New Business

Senator YeVonne Allen called for a formation of an adhoc committee to begin working towards additional at-large senate representation.

Meeting adjourned: 2:42 p.m.