

# FACULTY SENATE MEETING MINUTES

April 6, 2018

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

**Absent:** Cliff Bartl, Thomas Cardoza (Proxy: Wade Hampton), Kate Kirkpatrick (Proxy: Sidney Sullivan), Staci Miller (Proxy: Natalie Brown), Ben Scheible (Proxy: Fred Lokken), Mike Schulz (Proxy: Julie Muhle),

**Guests:** Brian Addington, Amber Anaya, Veronica Fox, Dr. Karin Hilgersom, James Kuzhippala, Perry Mitchell, Jim New, Barb Painter, Joan Steinman

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

## Approval of Meeting Minutes March 9, 2018

**Motion:** To approve the minutes for March 9, 2018 as presented.

**Movant:** Senator Wade Hampton

**Second:** Senator Paul Seybold

**Vote:** Passed unanimously

## Consent Agenda

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**Motion:** To approve the Consent Agenda as presented.

**Movant:** Senator Fred Lokken

**Second:** Senator Wade Hampton

**Vote:** Passed unanimously

## Administrative Report: President Karin Hilgersom

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Dr. Hilgersom opened her report reminding faculty about commencement and what a busy time of year this is for everyone at TMCC. She also discussed her work on a shared science commons center with President Averyt of DRI. Together the presidents will present the project to the BOR at the May special meeting. They are requesting \$5M to begin planning. If the planning is approved, a joint forum with DRI will be held in early Fall. Funds to complete this shared space will be requested at the next legislative session. There is also interest from Nevada State College to participate in this project. The president reminded faculty that RAP requests will be reviewed on April 19. The Strategic Master Plan is also being reviewed during March and April. A DACA amicus brief is being prepared for the New York appellate court. Dr. Hilgersom noted both she and NSHE are supporting this brief. Dr. Hilgersom closed her report and asked if there were any questions. Senator Ed Corbett asked how much it will cost to complete the shared science building. Dr. Hilgersom said the cost will be \$50M at completion. Part of the monies will be requested to begin the project. TMCC will request final funding to finish the building at a later date. Senator Corbett also asked if any solar panels would be lost due to construction. Dr. Hilgersom said they will find a way to replace/relocate them. Parking was also asked about. Dr. Hilgersom said the building will be on DRI land along with parking. Chair Cheryl Cardoza asked since the April BOR meeting was moved to May 4 whether or not the presentation to BOR will occur in May. Dr. Hilgersom said she also has an IAC meeting that day and that her executive assistant is working with the NSHE Chief of Staff on scheduling.

## Capital Projects Update: Jim New

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Jim New, Vice President Financial Affairs reviewed TMCC's ongoing capital projects totaling \$55M. The Applied Technology Center door replacements, mechanical, and hub floor improvements should be completed today. Projects to be completed soon are in the Vista common area finishes, renovations to the learning commons, and relocating HR to RDMT 211. Many employees will be moved around to accommodate construction. The Sports and Health Complex is in design phase. There will be a forum to discuss the EATS Building hopefully before the end of April or early in May. Vice President New also reviewed deferred maintenance projects and prioritized unfunded projects. Chair Cheryl Cardoza called for any questions. Senator Wade Hampton asked what the Sierra Lobby entails. Jim New said the coffee bar will be moved to improve traffic flow and furnishings and finishes will be upgraded. Chair Elect Mike Holmes asked about the new roofing for the Red Mountain Building. Jim New said it is a new technique where the roofing is not attached. Facilities is studying the technique to determine if it is best for TMCC.

## Academic Calendar Discussion: Barb Painter for Marie Murgolo-Poore

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Barb Painter, Executive Assistant for VPAA Marie Murgolo-Poole opened a discussion on whether or not to hold classes on the Wednesday before Thanksgiving. She noted WNC does not hold classes on that Wednesday. The NFA is advocating that we change the instructional days in the contract from 172 contract days to 171 contract days to accommodate this proposal. It was observed that WNC changed their number of contract days to 171 to accommodate taking the Wednesday before Thanksgiving off. This was also brought to Professional Standards prior to the day's senate meeting. Amy Cavanaugh, Chair of the Professional Standards Committee said the current number of class meetings on MW is 31 in Fall and 29 in Spring versus T-TH where it is 31 in Fall and 30 in Spring. There is currently a difference of 2 classes on MW between Fall and Spring and a 1 class difference on TTH. Taking an extra day off in Fall would even that out. Chair Cavanaugh noted other committee concerns about this proposal: a general decline of educational standards; and a better match to WCSD schedules which do not have classes on the Wednesday before Thanksgiving, so this closure would assist faculty and students who pay for child care. Senator YeVonne Allen polled the administrative faculty and received support for a closure on Wednesday. Senators also pointed out that TMCC's Spring Break does not align with WCSD, but does align with UNR to accommodate dual enrollments. Some fear that students may not attend class at all during Thanksgiving week

if this goes into place, and issues with classes that meet only on Wednesdays were also noted. Senator Corbett suggested adding an instructional day. Barb said that the plan was to add a day to the beginning of the semester, but senators pointed out that it would not be an instructional day if that were the case. Chair Cardoza requested that senators take this to their constituents for feedback. Dr. Hilgersom asked when the VPAA office needs to know. Barb will submit the calendar after the May Faculty Senate meeting. If this can be implemented in Fall 2019, it will need to be an action item on May's agenda, but there are currently no plans to implement this change for 2019-2020. Chair Cardoza noted that it might be wise to revisit this after the NFA contract issues were resolved.

## Faculty Senate Bylaw Revision First Read: Committee Name Change

The first read of the bylaw revision to change the name of the Part-Time Faculty Issues Committee to Part-Time Faculty Committee was presented to the senate. There were no issues with the first read.

## Mandatory staff/employee Harassment & Discrimination Prevention on-line training

Kim Studebaker, HR Assistant Director announced an online diversity training that will be coming at the end of April. The training is mandatory and will be completed every two years. An email invitation will be sent.

## Chair's Report

- **NSHE Faculty Senate Meetings Standing Reports and Guest Presentations:** Senator Lokken asked at the March meeting if other NSHE senates regularly have an NFA report in their agenda. Chair Cheryl Cardoza responded to Senator Lokken's inquiry and noted that the senate chair has the duty of setting the agenda. Chair Cardoza summarized what each institution regularly includes in their senate meeting agendas.
- **Presidential Evaluation Survey:** Chair Cheryl Cardoza reported the evaluation survey has been completed, and that the report has been submitted to the Presidential Evaluation Committee. Chair Cardoza and Dr. Hilgersom thanked everyone who participated in the survey. The report been ruled confidential by TMCC General Counsel, but Faculty Senate is hoping to report on the results of the survey with Dr. Hilgersom's permission.
- **Supreme Court Decision: Public Records:** Chair Cardoza reviewed an email from John Albrecht, General Counsel advising of a SCOTUS decision regarding private cell messages and emails. These communications may be considered public records and required to be disclosed upon request if they pertain to a public service. This was provided as information only and there was no further discussion.
- **Salary Study and AB202 Committee:** The Gallagher Salary Study report will be sent to the NSHE Salary committee on Tuesday. Chair Cardoza is attending and will report back to senate on the results and conclusions.

## Chair Elect's Report

Chair-Elect Holmes responded to the discussion last meeting about increasing At-Large representation after the addition of a second PT Faculty Senator. He mentioned that a subcommittee for representation of the At-Large community will continue in the Fall. The Senate Executive Committee confirmed five candidates eligible for the chair-elect election. Two candidates, Tom Cardoza and Anne Flesher have accepted their nominations and will run for the position.

## NFA Report: Dr. Julia Hammett

The leadership training with federal mediators is now scheduled for the week of May 14, and it was recommended that no tenure track faculty should participate. The Academic Department Chair Survey will begin Monday and will run for two weeks. Dr. Hammett also reported that the NFA is ready to sign an MOU for decreasing the number of contract days to accommodate the Academic Calendar proposal to make the Wednesday before Thanksgiving a day off. On another note, the NFA will be meeting with Regent Geddes to discuss merit pay.

## Committee Reports

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- **Library Committee: Josh Shinn**

Josh Shinn reported that the Family Success Fair was successful. He received a lot of great feedback and wants to have more community involvement at the next fair. On April 19, the committee is hosting a poetry reading in SIER 108, and all are welcome to attend. Josh Shinn also reported the committee is discussing events for fall including the return of the Monster Panel to possibly feature a zombie crawl. The Library's Strategic Plan is being discussed by the committee which would like to create standards for hosting committee events. The committee also recommended forming an ADA Subcommittee to ensure library materials comply with ADA requirements.

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

The committee discussed the EPY 101 course, Study Skills. They felt that for most degrees, it is not feasible to ask programs to require this course without exceeding the number of credits allowed, which would impact the offerings of courses required by the degrees. Suggestions made were to have one credit courses tailored to the degree or to embed EPY 101 topics into introductory courses. There is one submission period left. The committee meets on April 27 for the last meeting of the school year.

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

The committee met that day at 9 a.m. The committee approved the WebCollege Standards for Faculty Senate approval and will bring these to the next senate meeting. Dan Hooper asked the senators to read through the copy of the standards he distributed at the meeting. Chair Cheryl Cardoza stated she had requested Brandy Scarnati reach out to the faculty to review and provide feedback before distributing any document. Senators and standing committee chairs voiced preliminary concerns: Some have perceived the QM training requirement described in Item 1.3 as being required every three semesters, and voiced concerns about the time needed for a 10 hour training so often, especially for PT faculty. Senators suggested that Brandy Scarnati provide a truncated training. Some pointed out that the document is not ready to come to senate, and that there is no consistency between online classes. A Senator asserted that QM does not provide consistency. Senators suggested offering the QM training in Summer due to the time it takes to complete. They also suggested bringing this to the Part-Time Faculty Issues Committee to make sure their concerns are addressed.

- **Student Government Association: Kimberly Tran**

SGA President Kimberly Tran was unable to attend. No report was given.

- **Classified Council: Cynthia Olivo**

Classified Council hosted 75 children and their families for the Easter Egg Hunt. The council is working to finalize the Classified Employee of the Year.

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

The committee met that day at 10 a.m. The Part Time Faculty of the Month for April has been chosen and will be announced soon. Cathy Brewster updated the committee with recognition ideas she received while attending a conference and was happy to say that TMCC had already been doing many of them. The committee also discussed how to award longevity pay to part-time faculty who have served for many years and what criteria will be used. Goals for next semester for the committee are to add a part-time recognition page to the website and a recognition wall at the college.

- **Professional Standards: Amy Cavanaugh**

Due to the snow day, the Professional Standards committee next meets April 13.

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

The committee rescheduled due to the snow day. The committee voted to move forward on the annual plan suggested revisions and begin a faculty survey for feedback. The results will be received by Monday. Chair Cardoza reminded the senate to please let their constituencies know the survey is coming. Ron also reminded the senate that no changes will be made to the plan without a majority of the faculty in agreement.

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

The committee met that morning and discussed the Communication and Foreign Language PUR. The committee next meets April 20 and will discuss two PURS: HVAC and Rad Tech.

- **Recognition & Activities: Michelle Montoya**

The committee is finalizing Random Acts of Recognition and will feature an option to donate to the foundation in someone's name. The recent Professional Employees of the Month are Lee Raubolt and Rain Donohue. The committee is finalizing the Distinguished Faculty awards for teaching and service. The Night at the Theater is April 14 for Pippin. The committee meets April 12 for their final meeting of the school year.

## Old Business

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None.

## New Business

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None.

**Meeting adjourned: 2:11 p.m.**