

---

# FACULTY SENATE MEETING MINUTES

---

April 5, 2019

Faculty Senate Chair: <b>Mike Holmes</b>	Faculty Senate Chair-Elect: <b>Anne Flesher</b>	Executive Committee member, Academic Standards and Assessment Chair <b>Mark Maynard</b>
Executive Committee member, Curriculum Review Chair <b>Virginia Irintcheva</b>	Executive Committee member, Professional Standards Chair <b>Melanie Purdy</b>	Executive Committee member, Salary, Benefits and Budget Chair <b>Ron Marston</b>
Administrative Faculty Committee Chair <b>Diane Nicolet</b>	Library Committee Chair <b>Josh Shinn</b>	Part-Time Faculty Committee Chair <b>Marynia Giren-Navarro</b>
Recognition & Activities Committee Chair <b>Michelle Montoya</b>	WebCollege Faculty Advisory Committee <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>Heidi Himler</b> <b>Mike Schulz</b>	Senators for Technical Sciences: <b>Wes Evans</b> <b>Paul Seybold</b>
Senators for Biology: <b>Meeghan Gray</b> <b>Virginia Irintcheva</b>	Senators for Computer Technologies: <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>Elena Atanasiu</b> <b>Eric Bullis</b>	Senators for Math: <b>Hieu Do</b> <b>Becky Porter</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>Ted Owens</b>
Senators for Part-Time Faculty: <b>Edwin Lyngar</b> <b>Andre Walton</b>	Classified Council Representative <b>Hallie Madole</b>	Student Government Representative <b>Ahtziry Vasquez</b>

Absent: Elena Atanasiu, Eric Bullis, Cathy House, Kate Kirkpatrick (Proxy: YeVonne Allen), Edwin Lyngar (Proxy: Marynia Giren-Navarro), Mark Maynard (Proxy: Josh Shinn), Michelle Montoya (Proxy: Lauren Gatto), Mike Schultz, Ahtziry Vasquez (Proxy: Rachel Holderread), Andre Walton (Proxy Fred Lokken)

Guests: Amber Anaya, Natalie Brown, Fred Egenberger, Roni Fox, Dr. Karin Hilgersom, Jonathan Lam, Miguel Martinez, Dr. Marie Murgolo, Brian Ruf, Tina Ruff, Nicole Scollard, Kim Studebaker

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

Chair Mike Holmes welcomed everyone to the meeting.

## Approval of the April 5, 2019 Faculty Senate Agenda

---

Chair Mike Holmes called for approval of today's agenda.

**Motion:** To approve the April 5, 2019 Faculty Senate Agenda

**Movant:** Senator Ben Scheible  
**Second:** Senator Fred Lokken  
**Vote:** Passed unanimously

## Approval of Meeting Minutes March 8, 2019

---

**Motion:** To approve the minutes for March 8, 2019.  
**Movant:** Senator Ben Scheible  
**Second:** Senator Fred Lokken  
**Vote:** Passed unanimously

## Consent Agenda

---

**Motion:** To approve the April 5, 2019 Consent Agenda.  
**Movant:** Senator Ben Scheible  
**Second:** Senator Fred Lokken  
**Vote:** Passed unanimously

## Administrative Report – Dr. Karin Hilgersom, TMCC President

---

Dr. Hilgersom opened her report noting the Student Health and F.R.E.E events recently on campus were well done and she has heard excellent feedback. Next year is our count year and enrollments for Jumpstart are up 40%, there are 774 Nevada Promise Scholars who have completed all their requirements thru the April 1 deadline, TMCC anticipates an increase in international students, and 48 letters of intent were signed by student athletes who will be the inaugural class for our new athletic program. Students have also begun to register for Fall 2019.

The NSHE corequisite policy draft discussions are underway and going well. Dr. Hilgersom thanked faculty for attending forums and noted more are being planned. The regents are accepting input on the policy.

Summer School funding needs more traction as it has not made any of the budgets yet. Dr. Hilgersom will be sharing a sample letter with Faculty Senate leadership that can be used to communicate with legislature.

## Administrative Report – Dr. Marie Murgolo, Vice President Academic Affairs

---

Dr. Murgolo provided an update on the corequisite policy and noted she and Dr. Julie Ellsworth prepared a draft of the policy. She thanked everyone who has attended a forum and provided additional forum dates. A task force has been announced to quickly form and gather input. In the Fall, English 101 and Political Science 101 and English 102 and Theater 210 will be working together in a learning community and we are excited to see how it unfolds. Dr. Melissa Deadmond will present the Academic Master Plan at the April 8 Planning Council meeting. Summer School pay will return to the contract model that aligns with NSHE code. Dr. Murgolo also noted that March Madness also relates to higher ed and should remind us to take a breather when feeling stressed.

## Chair's Report – Mike Holmes

---

Chair Holmes reported the adhoc committee will send the corequisite policy through the Curriculum Review Committee to review. He also encouraged faculty to join the committee. The implementation deadline for the policy has been extended to 2021 and updates and corrections will be made after June. Senate chairs will speak to the Chancellor before the next BOR meeting. Chair Holmes encouraged everyone to participate in the forums. Chair Holmes updated the senate on current bills on the legislative floor. SB214 had a 2nd hearing during spring break NSHE budget is on track to pass. A constitutional amendment was passed to allow the legislature more oversight over NSHE. This will be a 2-3-year process. SB459 is referenced in the Collective Bargaining packet Chair Holmes provided at today's meeting. It is what is available and known at this time. Mike requested anyone to provide input to him or any Executive committee member.

## Chair-Elect's Report – Anne Flesher

---

Chair-Elect Flesher presented a second read bylaw change to appoint a special hearing committee that will be housed under the Professional Standards Committee. The group may also serve as a performance review committee.

**Motion:** To approve a bylaw change to appoint disciplinary committee formation as a charge to the Professional Standards Committee.

**Movant:** Chair-Elect Flesher

**Second:** Senator Ron Marston

**Vote:** Passed with 1 abstention.

Anne also reiterated the formation of a taskforce for the corequisite policy and is seeking members. The taskforce will vet the policy, analyze financial and access impacts, and review all aspects of the policy. Also announced was the confirmed nominee for Chair-Elect is YeVonne Allen. Voting will open next week.

## Committee Reports

---

- **Academic Standards Committee – Josh Shinn for Mark Maynard**

Josh Shinn reported on behalf of Mark Maynard today. The ASA continues to develop the Academic Dishonesty Policy and is reviewing the Education PUR. The next PUR will be Transportation Technologies.

- **Administrative Faculty Committee – Diane Nicolet**

Diane reported she is continuing to confirm the committee membership and has submitted the meeting dates and times to the senate office for AY 2019-2020. The next meeting of the Administrative Faculty is April 26.

- **Curriculum Review Committee – Virginia Irintcheva**

The committee met March 8 and had a robust discussion on including course objectives versus student learning outcomes in course submissions. The committee decided to keep both items for now and continues to work on streamlining the Gen Ed submissions.

- **Library Committee – Josh Shinn**

The Library Committee met April 4 and reviewed the Women's History Panel event. Josh noted he learned a lot and gained a great perspective. The Earth Day Event is April 18 from 2-4 p.m. No chair was elected at the final meeting of the year and Josh informed Chair Holmes and Chair-Elect Flesher.

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

The committee met today and reviewed the part-time senator application for elections in the Fall. The committee agreed to make the application more succinct. Future agenda items the committee will tackle are reduced gym memberships, extend grant-in-aid to part-time faculty dependents, and better communication to part-time faculty. The Part-Time Faculty Social is May 13 from 5:30-7:30 p.m.

- **Professional Standards – Melanie Purdy**

The committee met March 15 and decided to table the Department Chair Performance Assessment until Fall after the NFA Contract negotiations are complete. Melanie reviewed the action items brought to senate today.

The first two motions concern the Annual Plan. Melanie reviewed the first motion (below) and called for any discussion.

**Motion:** To receive Commendable or Excellent, the Faculty member will **determine the activities that will be used/performed, and will** determine the "Performance Achieved" value for the Self-Evaluation. **The following point distribution shall be followed:**

*To receive Commendable or Excellent you must fulfill all Satisfactory requirements and:*

- **Commendable 1**  
5 points from C/E1–C/E3; a minimum of 2 points **must shall** come from C/E1.
- **Commendable 2**  
8 points from C/E1–C/E3; a minimum of 3 points **must shall** come from C/E1.
- **Excellent 1**  
12 points from C/E1–C/E3; a minimum of 6 points **must shall** come from C/E1; **and also include activities from both C/E2 and C/E3.**

- **Excellent 2**  
18 points from C/E1–C/E3; a minimum of 8 points **must shall** come from C/E1; **and also include activities from both C/E2 and C/E3.**

Senator Ron Marston suggested an amendment to avoid a wording conflict. Senator Marston recommended to change the term “Performance Achieved” to “Performance Multiplier”

**Motion:** To amend the motion to say “performance multiplier” instead of “performance achieved” to avoid word conflicts.

**Movant:** Senator Ron Marston

**Second:** Senator Virginia Irintcheva

**Vote:** Passed unanimously

**Motion:** To receive Commendable or Excellent, the Faculty member will **determine the activities that will be used/performed, and will** determine the “Performance Multiplier” value for the Self-Evaluation. **The following point distribution shall be followed:**

*To receive Commendable or Excellent you must fulfill all Satisfactory requirements and:*

- **Commendable 1**  
5 points from C/E1–C/E3; a minimum of 2 points **must shall** come from C/E1.
- **Commendable 2**  
8 points from C/E1–C/E3; a minimum of 3 points **must shall** come from C/E1.
- **Excellent 1**  
12 points from C/E1–C/E3; a minimum of 6 points **must shall** come from C/E1; **and also include activities from both C/E2 and C/E3.**
- **Excellent 2**  
18 points from C/E1–C/E3; a minimum of 8 points **must shall** come from C/E1; **and also include activities from both C/E2 and C/E3.**

The second motion is to add to the following statement to the Annual Performance Evaluation for Academic Faculty, as a preamble to the previous motion requesting the terminology performance multiplier be used.

**Motion:** To add the following statement to the Annual Performance Evaluation for Academic Faculty as a preamble to the previous motion. It reads: This annual self-evaluation is intended to give the faculty member and others reviewing the faculty member’s performance a context for understanding the range and robustness of the faculty member’s professional activities in three areas of performance review; teaching effectiveness, professional development, and service to college and community.

**Vote:** Passed unanimously

The next set of motions brought from the Professional Standards Committee concern the tenure track process. There are three motions. Melanie reviewed each motion.

**Motion:** To change ALL of the “outstanding” rating words to “excellent;” and ALL of the “good” rating words to “commendable” on the “Observation of Teaching Effectiveness” form. The result will match the NSHE code wording in all the other forms.

**Vote:** Passed unanimously

**Motion:** To edit the “Recommendation for Tenure” form, to update ALL the “(see NSHE Code 4.4.2a)” - appearing four times on the document - to read “(B/R Title 2, Ch4, section 4.4.2b).”

**Vote:** Did not pass

Senator Marston suggested an amendment to the motion to change the code B/R Title 2, Ch 4, section 4.4.2 B to say NSHE Code, Title 2, 4.4.2.

**Motion:** To amend the motion to change the NSHE Code citation from “see NSHE Code 4.4.2a” to “NSHE Code, Title 2, 4.4.2”.

**Vote:** Passed with 1 abstention

**Motion:** On the Faculty Tenure Guidelines web page: <http://www.tmcc.edu/vpaa/tenure/guidelines/>, in the Tenure Forms section, Observation of Teaching Effectiveness, ADD a title and link to the online teaching effectiveness form: <http://www.tmcc.edu/media/tmcc/departments/webcollege/forms/wc-online-teaching-eval.pdf>  
**Vote:** Passed unanimously

The committee will be discussing rubrics for tenure track faculty at their next meeting on April 23.

- **Recognition & Activities – Lauren Gatto for Michelle Montoya**

Lauren Gatto reported for Michelle Montoya. Lauren will be the committee chair next year. Upcoming events are TMCC's night at the theater and lollypop sales are on-going for Random Acts of Recognition.

- **Salary, Benefits & Budget – Ron Marston**

The committee met March 18 and discussed the time periods used to request Faculty Senate travel funds. The committee also has an action item to present to senate today.

**Motion:** To revise the Faculty Annual Evaluation with the following edits and use "Annual Progress Report" instead of "APR" in item 5:

- i. Language: Change Indicate Performance Period (from Apr. 2 through Apr. 1) to: Evaluation Academic Year \_\_\_\_\_. Note: The Evaluation is for the academic year from July 1st to June 30th, however activities performed after April 1st may be used on the following year's plan if they weren't accounted for within that year's activities.
- ii. Language: Change Performance Achieved (in 4th column) to: Performance Multiplier, with a note or instructions indicating how many times an activity can be used.
- iii. New Activity: C/E2.j In addition to S.5, serve on a screening committee. value = 1.5
- iv. New Activity: C/E1.d Teach an additional class as an overload. value = 1.0
- v. New Activity: C/E2.j Write or significantly revise a department Annual Progress Report. value = 1.5
- vi. Activity revision (in bold): S2.g Respond to student requests, appeals and information needs in a timely manner.
- vii. Activity revision (in bold): C/E.p Revamp in a significant way an existing class (new textbook(s), assignments, accessibility, etc.)
- viii. Activity revision (in bold): C/E2.h Chair a program/unit review (PUR) self-study committee.

**Vote:** Passed as amended

Ron also noted the activities on the annual plan would be reorganized in a more logical grouping. These changes will also be reviewed with counseling to see how they work for academic faculty.

- **WebCollege Faculty Advisory – Dan Hooper**

The committee met today and discussed alignment and NBC Learn that can be implemented online. The committee approved a motion to change the language on the online evaluation form and will be bringing an action item to the May Faculty Senate meeting. The committee also discussed survey results and voted for a new committee chair. Dan Hooper was reelected.

- **Student Government Association – Rachel Holderread for Ahtziry Vasquez**

Rachel reported the SGA is working on projects, officer elections, student events, and resolutions.

- **Classified Council – Hallie Madole**

Halle reported the Easter Egg Hunt is April 20 and the council is still accepting donations. The Classified Council is selling lollypops with the Recognition & Activities Committee. The council is also preparing for officer elections for the next academic year.

## Old Business

---

None

## New Business

---

Earth Day Event: 2-4 p.m. Thursday, April 18, 2018 in the Student Center

Chair Holmes reminded everyone to vote in the upcoming Chair-Elect election.

**Meeting adjourned: 1:38 p.m.**