



Truckee Meadows Community College

Faculty Senate

# FACULTY SENATE MEETING MINUTES

## December 13, 2019

Faculty Senate Chair: <b>Anne Flesher</b>	Faculty Senate Chair-Elect: <b>YeVonne Allen</b>	Past Faculty Senate Chair <b>Mike Holmes</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>Rob Lively</b>
Part-Time Faculty Committee Chair <b>Marynia Giren-Navarro</b>	Recognition & Activities Committee Chair <b>Lauren Gatto</b>	WebCollege Faculty Advisory Committee Chair <b>Dan Hooper</b>
Senators At-Large: <b>Kate Kirkpatrick</b> <b>Jose Torres-Jasso</b> <b>Staci Miller</b> <b>Adine Stormoen</b>	Senator for Allied Health: <b>Heidi Himler</b>	Senators for Technical Sciences: <b>Sam Byington</b> <b>Wes Evans</b>
Senators for Biology: <b>Jinger Doe</b> <b>Virginia Irintcheva</b>	Senators for Computer Technologies: <b>Steve Bale</b> <b>Cathy House</b>	Senators for English: <b>Elizabeth Humphrey</b> <b>Karen Wikander</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>Rebecca McCleary</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>Paula Reynolds</b>	Senators for Visual and Performing Arts: <b>Candace Garlock</b> <b>Ron Marston</b>
Senators for Part-Time Faculty: <b>Gwendolyn Clancy</b> <b>Edwin Lyngar</b>	Classified Council Representative <b>Tina May</b>	Student Government Representative <b>Alexandra Patri</b>

**Absent:** Steve Bale (Proxy: Ron Marston), Jinger Doe (Proxy: Jon Reddick-Lau), Cathy House (Proxy: Judy Fredrickson), Staci Miller (Proxy: Adine Stormoen), Diane Nicolet, Jose Torres-Jasso (Proxy: Stephanie Walden), Karen Wikander (Proxy: Mark Maynard)

**Guests:** Amber Anaya, Dr. Karin Hilgersom, Andy Hughes, Dr. Marie Murgolo, Kim Studebaker

**The meeting was called to order at 12:32 p.m.**

## Approval of Meeting Minutes November 8, 2019

**Motion:** To approve the minutes for November 8, 2019.

**Movant:** Senator Ben Scheible

**Second:** Senator Fred Lokken

**Vote:** Passed unanimously

## Consent Agenda

**Motion:** To approve the December 13, 2019 Consent Agenda.

**Movant:** Senator Fred Lokken

**Second:** Senator Ben Scheible

**Vote:** Passed unanimously

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

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Dr. Hilgersom provided an update from the December 2019 Board of Regents meeting (BOR). There are 3 searches underway for presidents (UNR & UNLV) and a chancellor search. TMCC received praise from Vice-Chancellor Abba for the work done on the Co-Requisite Taskforce by Anne Flesher and Julie Ellsworth. The implementation will be moving forward. The reorganization in the Sciences Division and instructional fees were also approved at the meeting. Dr. Hilgersom provided a handout and flyer of TMCC priorities that were collected in past semester working groups. The priorities will be revisited during Professional Development Days. The handout and flyer may also be used as a communication tool for faculty and students in your areas. In January there will be an opportunity to engage in strategic planning at the Spring Kickoff. Dr. Hilgersom thanked everyone for the work they do at TMCC.

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

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Dr. Murgolo opened her report thanking everyone for their hard work and reported on newly approved curriculum changes. In AAC 2 proposals were unanimously supported. A skills certificate in architectural drafting which is stackable with construction and technical AAS certificate was approved. This certificate will allow teaching Career and Technical Education courses (CTE) and other promotions. HUG High School will be a CTE high school that will need instructors once the new high school is built in Wildcreek. The change is headed to the Academic Research and Student Affairs Committee (ARSA) at March BOR meeting. In Transfer and Articulation our compliance with UNR is above 90%. TMCC received kudos from Vice Chancellor Abba for our compliance as well as the work done on the Co-Requisite Taskforce. Vice Chancellor Abba will be working to get proper funding for the co-requisite implementation. The January 13 assessment day will focus on curriculum mapping which are due October 1, 2020.

## Chair's Report – Anne Flesher

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Welcome to the last meeting of the year and decade! Chair Flesher provided NSHE updates on the following items: salary schedule handbook updates were approved, a presentation on the COLA Shortfall-TMCC did address the impact with a combination of approaches, a presentation on the funding formula which showed faculty compensation was the number one theme heard. The NSHE Taskforce meets Wednesday, December 18, 2019. The meeting is being streamed at DRI if you would like to attend/make a public comment. The agenda and materials are posted on the NSHE website. Recommendations that may be implemented are for the school to offer merit pay regardless if funded by legislature, carve out a percent of the budget to award merit, more flexibility at each school when awarding merit, and to slow the process down to find a better solution. The Co-Requisite Taskforce has 3 working groups, an action plan will be presented in September 2020, with a first draft in February or March. Incentive pay from NV Energy was approved and will be used for the Co-Requisite implementation. Please send any agenda items before Friday, January 31, 2020. Chair Flesher also noted the Salary, Benefits and Budget Committee needs more members.

## Chair-Elect's Report – YeVonne Allen

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The Ad Hoc Taskforce will be called Campus Belonging and Culture Taskforce and Karen Wikander was elected as chair. The charge of the taskforce will be to strive to identify and deter biased and hateful behaviors on our college campus. A campus diversity climate survey will be sent to students, faculty, and staff next semester. The resolution for First Year students has been discussed in Planning Council, YeVonne has a meeting with Kate Kirkpatrick next week, and more research is being done on what needs to change. The Anti-Bully Policy first reading is headed to Planning Council.

## Committee Reports

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- **Academic Standards Committee – Mark Maynard**

The committee did not have a December meeting in order to give the members a break before the committee enters into its busy season. Deans and Self-Study Chairs for the PURS have been scheduled. On Monday, January, 13, 2020 there will be a presentation and a primer on curriculum mapping before the departments break out for their assessments. Melissa Deadmond, Virginia Irintcheva, and Mark Maynard have formed a Gen Ed taskforce to review Gen Ed. The next meeting of the Academic Standards Committee is January 24, 2020 at 9 a.m. in SIER 209

- **Administrative Faculty Committee –Adine Stormoen for Diane Nicollet**

The committee thanked Kim Studebaker and Human Resources for assisting with creating an onboarding procedure. Administrative Faculty members will attend Classified Council meetings to provide an update on onboarding. The committee also extended thanks to Jim New who attended the committee meeting to discuss policy on degree advancement pay raises. The committee seeks to have this written into policy.

- **Curriculum Review Committee – Virginia Irintcheva**

The committee continues to approve programs, courses, and revisions. The committee will be working on taskforce to review Gen Ed and diversity criteria and are seeking members from all departments who teach general education courses. The committee will also review how to implement a Gen Ed review cycle to ensure regular review and updates are implemented.

- **Library Committee – Rob Lively**

The Library Committee did not meet in December. The next meeting is Thursday, February 6, 2020 at 3:30 p.m. in LIB 102.

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

The committee met prior to today's senate meeting. Jim New and President Hilgersom attended the meeting and discussed longevity pay and a system to reward longevity. If passed, those with 10 years would be paid retroactively. The committee will get the proposals in writing and discuss before they move the initiative to senate. The best practices subcommittee will be chaired by Senator Edwin Lyngar. Scheduling for Part-Time Faculty of the Month for 2020 is underway. Gwen and Heather attended Planning Council and the Foundation Office will send an ambassador. On January 23, 2020 at 4 p.m. there will be an open house for all part-time faculty. The next meeting is February 7, 2020 at 10 a.m. in RDMT 333.

- **Professional Standards – Melanie Purdy**

Melanie reviewed the course evaluation noting where it was simplified and redundancies which were reduced. The evaluation will not utilize emojis at this time. More objective and less subjective wording was used with open-ended questions consolidated, and asked less questions about personalities. Please send comments or concerns to Melanie. Discussion ensued and the following comments, concerns and questions were raised: students say the evaluation is too long, inherent bias on faculty evaluations in general with many institutions not using them for retention and feedback but to focus on course improvement and less for faculty evaluation, instructor appearances and the language regarding stereotypes–women and minority receive lower rankings, concern these are used for tenure purposes as well. What is being done to improve response completion rate? The committee is creating a tip sheet for instructors. Other comments received were: Emojis are unprofessional and why are student work hours relevant? Alexandra Patri, SGA President, noted UNR uses an app in class. The instructor stays at their desk, and awards group participation with a ranking of points based on percentage of class who complete the evaluation. Brandy Scarnati noted currently there is a 45% completion rate for full term course evaluations (the semester has not ended at the time of today's senate meeting). Melanie also reported Tenure track guidelines will come to the March senate meeting. The next meeting of the Professional Standards Committee is January 24 at 10 a.m. in RDMT 333.

- **Recognition & Activities – Lauren Gatto**

The November 2019 Professional of the Month will be awarded next week. TMCC's Night at the Theater was successful with the attendees enjoying the convenient location in the Student Center of the Dandini Campus. Nominations for the Distinguished Faculty Awards are open there are 2 awards (Excellence in Teaching and Excellence in Service) and the winners will be announced at commencement. Administrative Faculty are included in the service award. The committee would like to start the Career Champions Recognition Program which will give students an opportunity to recognize faculty, staff, and all members of the TMCC community. Lauren seeks senate's blessing to move this initiative forward.

*Chair Flesher called for a vote on the motion from committee to approve the Career Champions Recognition Program. The motion passed unanimously.*

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

Ron has one item for action from the Salary, Benefits and Budget Committee: *To approve the revision to the Phase-In Retirement Policy and form.*

Discussion and concerns on the motion included whether this form includes Administrative Faculty, and the interpretation of the NFA Policy wording. The NFA Contract wording states: "Samples of the benefits provided include (in alphabetical order)..." An amendment was suggested by YeVonne Allen to include Administrative Faculty in the form and process as they are welcome to apply. The changes that would need to be made on the form and procedure are to add Department Chair, Director, Dean and/or Executive Director and/or a Vice President.



Truckee Meadows Community College

## Faculty Senate

*Chair-Elect YeVonne Allen motioned and Senator Virginia Irintcheva seconded to amend the form and procedure to say Department Chair, Director, Dean and/or Executive Director and/or a Vice President. The motion to amend the procedure and form passed with one abstention.*

*The Motion to approve the form and procedure as amended passed with one abstention.*

Ron also reported an informational item: Proposed Guidelines for the Annual Form. The Deans created guidelines which will be discussed at the January 24, 2020 Salary, Benefits and Budget Committee (SBBC) meeting. Ron remarked more members are needed in his committee. These types of topics should have a larger input than his current committee membership. Please contact Ron if you would like to review the proposed guidelines. It was also mentioned, it was asked of the deans to get together and provide guidelines. Comments received by Ron so far circle around the same few items. It was stated by one the senators that changing the process mid-year could be a violation of the faculty contract. This item will be coming to the Faculty Senate in February 2020.

- **WebCollege Faculty Advisory – Dan Hooper**

The WebCollege Faculty Advisory Committee met prior to today's senate meeting. The committee viewed a demonstration of a new Canvas software which provides text-to-speech features. There will be a professional development session on January 22 to detail the canvas homepage. The committee also had a presentation by SGA President Alexandra Patri concerning Open Educational Resources and encouraged instructors to use them. It was noted not all OER content works for every discipline and the quality of the material can be questionable. The next meeting is February 7, 2020.

- **Student Government Association – Alexandra Patri**

Attended the Nevada State Alliance Meeting while attending the Board of Regents and made public comment to recommend using and implementing Open Educational Resources when possible. During the Nevada State Alliance meeting pay for DACA student workers was discussed.

- **Classified Council – Tina May**

Tina thanked everyone who donated baskets and bid in the silent auction, participated in the turkey and ham raffle. The council raised \$2,070 from the silent auction and \$469 from the turkey and ham raffle. Everyone's participation was deeply appreciated.

## Old Business

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None

## New Business

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**Social Media Policy & Procedure:** Chair Flesher yielded the floor to Senator Kate Kirkpatrick who is also the Director, Marketing and Communications to discuss the Social Media Policy and request a motion for senate support. This policy is intended to protect TMCC and provide guidance when blocking individuals who are posting derogatory messages and protect the college when mental health and security matters ensue.

Discussion circled around first amendment rights of employees, whether a reprimand would be received when posting on official TMCC pages in a negative/derogatory manner, more descriptive language for what TMCC official social media conduct is, what the distinction between being a citizen and a TMCC employee means. Chair Flesher ended discussion asking for feedback to be sent to Chair-Elect Allen or her. This item will be sent back to Planning Council.

Chair-Elect YeVonne Allen requested a presentation from the NFA detailing the new contract and its changes. Senator Wes Evans asked for specific discussion on the B Contract Overload and contract hours.

It was also requested to have the deans attend the next senate meeting to join in the Annual Evaluation Guidelines discussion.

**Meeting Adjourned:** 2:31 p.m.