

# FACULTY SENATE MEETING MINUTES

**May 1, 2020**

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:** Alexandra Patri

**Guests:** Brian Addington, Amber Anaya, Elena Bubnova, Tom Cardoza, Yuli Chavez Camarena, Fred Edgenberger, Julie Ellsworth, Precious Hall, Karin Hilgersom, Andy Hughes, Bruncha Milazewski, Ashlyn Moreno, Marie Murgolo, Jim New, Barb Painter, Micaela Rubalcava, Tina Ruff, Brandy Scarnati, Joan Steinman, Cliff Uren,

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

Chair Flesher welcomed and thanked everyone for attending via Zoom.

## Approval of the April 3, 2020 Minutes

**Motion:** To approve the minutes for April 3, 2020

**Movant:** Senator Ben Scheible

**Second:** Senator Virginia Irintcheva

**Vote:** Passed unanimously.

## Consent Agenda

**Motion:** To approve the May 1, 2020 Consent Agenda.

**Movant:** Senator Ben Scheible  
**Second:** Senator Julia Hammett  
**Vote:** Passed unanimously.

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

Dr. Hilgersom congratulated everyone in making it to nearly the end of the Spring term. She expressed concerns that Senate initiatives and issues are not as clear to administration in general, due to the early departure of administration at the monthly meetings which results in missing out on the faculty conversations, and due to the remote environment necessitated by COVID-19.

Dr. Hilgersom reviewed the draft document concerning the TMCC COVID-19 Stakeholders and made some clarifications and posed questions to think about as the taskforce may form. Unfortunately time is not on anyone's side and the COVID crisis changes quickly. The Senate Chair and Chair-Elect are on the COVID-19 team formed by the President's Office and the team was kept small to maintain agility. Dr. Hilgersom asked for more specifics how large the stakeholders taskforce might be and whether faculty or an administrator will chair the taskforce.

Dr. Hilgersom concluded her report reminding everyone the Spring term is wrapping up, please let your supervisor know if more resources are needed to finish successfully.

Chair Flesher opened the floor for questions. The main question was if and when faculty would be able to give input about the budget reductions and receive a report of the meetings. There will be an update later in today's meeting and the meeting minutes will be posted to keep everyone informed.

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

Dr. Murgolo reported Assessment Day will be done in Fall 2020 during Professional Development Days. Grades are due as normal and once grades are posted, faculty are done for the semester.

There were several questions about classroom configurations for Fall. The COVID-19 re-opening plan will be sent out and forums are scheduled for next week. The plans are guidelines which each department will be able to develop to their needs.

## Chair's Report – Anne Flesher

Chair Flesher expressed condolences to the Lopez Family. Both Anne and YeVonne are on the COVID-19 Taskforce. The team's first focus items were to communicate to the TMCC population. The taskforce is now focused on how TMCC can reopen and planning for opening. The taskforce will follow the directives of the Governor and NSHE. The chancellor has directed that all institutions will be aligned in reopening.

The Budget Reduction Taskforce has met twice and are looking at reductions at 14% and above. Anne, YeVonne, and Ron are on the taskforce.

Anne thanked everyone for the work done this year in senate and gratitude to the TMCC Leadership Team, the Faculty Senate Executive Board, and office.

Chair Flesher opened the floor to questions. There were no questions. Anne received a virtual applause and cheers for her chairship and excellent work done.

## Chair-Elect's Report – YeVonne Allen

Chair-Elect Allen presented Chair Flesher with a CAO (Chief Acronym Officer) name plate.

Virginia Irintcheva is the Chair-Elect for AY 20-21.

The textbook policy which will place the guidelines in the purview of the senate will receive a second read at Planning Council.

Chair-Elect Allen detailed the actions and background from the Textbook Taskforce meeting, suggestions for the document, and email vote. Chair-Elect Allen called for a motion to approve the Textbook Guidelines.

*Senators Ron Marston and Virginia Irintcheva motioned and seconded respectively to approve the Textbook Guidelines. The motion passed unanimously with no opposition or abstentions.*

## Committee Reports

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The general committee reports were included in the Google Drive for today's meeting. Any standing committee chair who had an action item or additional highlights from his or her committee provided a report at today's meeting.

- **Academic Standards and Assessment Committee – Mark Maynard**

The committee last met April 17 and Jinger Doe was elected as the new committee chair for AY 20-21. The committee explored ways to streamline the PUR and begun creation of an Academic Stakeholder document which is presented for action today.

Mark noted this document is meant to be a forward-looking, collaborative planning document, and in no way trying to access blame in a blameless situation. The floor was opened to questions. The senate discussion circled around wanting to provide input, classroom configurations, existing committees for emergency situations, and incorporating communication styles (top-down versus bottom-up). Mark also noted the intention is to form a stakeholder taskforce to provide faculty a place to give input and participate in the process.

Highlights of the discussion on the document were: Senator Ben Scheible suggested an amendment to the document. Senator Ed Corbett noted the part-time faculty also spent a lot of time over Spring Break preparing to teach remotely. Senator Kate Kirkpatrick informed the senate of Ben Davis' existing committee for emergency planning, noting all are welcome to join. YeVonne added Marie Murgolo will be creating an academic committee and suggested adding to the document to note that there is no blame in a blameless situation. Virginia suggested to remove the statement concerning there were no contingencies made.

An amendment was proposed: *Senators Ben Scheible and Julia Hammett who motioned and seconded respectively to approve the amendment to the document: Pursuant to the NFA contract faculty on B-contracts are entitled to spring break. Faculty on B-contracts should be compensated for the time they were required to work during spring break 2020. The motion passed with 6 in favor, 13 opposed, and 2 abstentions. The amendment did not pass.*

*Original motion out of Academic Standards and Assessment Committee: To see increased representation of academic and administrative faculty from multiple divisions on the existing COVID-19 Re-opening Committee, or see the formation of a COVID-19 Academic Stakeholder Taskforce, a diverse body of academic and administrative Faculty, students, and staff, to be consulted and involved in all academic planning going forward. The motion passed with 17 in favor, 2 opposed, and 3 abstentions. The motion passed.*

- **Library Committee – Rob Lively**

The second reading of the committee name change from Library Committee to Learning Commons Committee in the bylaws has come to senate for action.

*The motion to approve the second read of the Library Committee name change from Library Committee to Learning Commons Committee passed with no oppositions or abstentions.*

- **Salary, Benefits and Budget Committee – Ron Marston**

The committee last met April 10 and The Sabbatical Subcommittee membership was approved in today's consent agenda.

Ron provided a description and update from the Budget Reduction Taskforce (BRTF), which he is a member of. The BRTF has met twice already and we have two more meetings scheduled before the semester ends. The charge of the task force is to recommend expenditure reductions and fiscal strategies for FY 2021, as well as budget reductions that may be applicable in future years. The recommendations of the task force will inform all budget discussions and provide a basis for analyzing institutional and faculty priorities. There are 14 voting members – 6 academic and 8 administrative members. Reductions the taskforce is considering from the Governor were: 4% for this AY, then 6%, 10% and 14%.

- 6% is about \$2.3 M
- 14% is about \$5.4M
- We are also considering the possibility of 20% and 25% cuts.
- 20% is about \$7.6M, 25% is about \$9.6M

COVID-19 stimulus money from the Fed totals about \$3.3M – half of that must be used for students – scholarships, etc., the other can be used to offset the budget cuts.

Because the bulk of TMCC's budget (80%), is tied to compensation, we are looking at hiring freezes and furloughs. A directive from NSHE is to implement Furloughs for professional staff of 2.3% or 4.6% for the 10% and 14% cuts respectively. Also a \$3 fee per class at 14%. Jim New and the Budget office have shared a ton of budget info, and Institutional Research has also shared a lot of data. Kudos to Jim, Fred, the budget office, and Cheryl Scott in IR.

At this time, the BTRF are swimming through the data, we are gathering suggestions, reviewing past budget reductions strategies, etc. There is a commitment to keep cuts as far away from students as possible and to use the mission and core values to guide the process.

The floor was opened for discussion and questions. Senator Gwen Clancy noted to keep part-time faculty in mind if extra money is found. Mike Holmes asked where folks can make suggestions and if there is a place to see what has been suggested, how will the CARES funds be distributed to students (do students need to file a FAFSA), where will the minutes be posted, and what is the meeting schedule?

Ron will find out if the shared drive for the committee can be distributed, the committee meets every Tuesday, Jim New is finding out what 50% of the CARE funds will be used for TMCC and how it will be communicated to students for the other 50%. The minutes will be shared in a drive and announced by email. Mike also asked about enrollments and what scenarios are being considered. Ron said enrollments are down but it is early in the process.

Chair Flesher invited anyone to make suggestions and ask questions to Ron Marston, YeVonne Allen, and herself.

- **Administrative Faculty Committee – Diane Nicolet**

The Child Care Center is reopening June 1 and documents for employees and families using the care center are being developed. Diane offered to share the documents to inform decisions others may be making in their departments to reopen. Diane also thanked everyone for assisting in establishing the Administrative Faculty Committee, was honored to be the founding chair of the committee, and to work at TMCC. Ashlyn Moreno was elected chair for AY 20-21.

- **Curriculum Review Committee – Virginia Irintcheva**

Katie Kolbet will be the chair for AY 20-21.

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

Edwin Lyngar will be the chair for AY 20-21. The committee will be awarding a couple more Part-Time Faculty of the Month awards. Verla Jackson from Anthropology will be awarded Part-Time Faculty of the Year and will be recognized at the Employee Recognition Event. The committee is preparing for the Part-Time Senator elections to take place in the Fall.

- **Professional Standards – Melanie Purdy**

The committee last met April 24, 2020 and began discussion on revisions to the guidelines for preparing the tenure binder and hope to bring any revisions to senate in the Fall. The committee will also work to align the wording in the annual plan form with the guidelines. Melanie also welcomed any input to the COVID-19 document and to please contact her.

- **Recognition and Activities Committee – Lauren Gatto**

Lauren reported Brandy Scarnati is the Professional of the Month for April 2020. The final meeting of the year is Tuesday, May 5 at 2 p.m.

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

The committee met prior to today's meeting. The main discussion was teaching formats and the feasibility of how to maintain 6' distance for 1-2 hours in a classroom. The committee submitted a motion/recommendation to the floor today.

*Faculty scheduled to teach in the Fall should have the option to teach online or remotely if they do not feel safe. The motion passed with 1 abstention.*



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## Faculty Senate

Discussion of the motion contained general approval and appreciation from faculty with pre-existing conditions and/or are in a susceptible age group. It was also noted senate may support the recommendation, but cannot make blanket decisions.

- **Student Government Association – Alexandria Petri**  
No report was given.

- **Classified Council – Tina May**  
The Employee of the Year Award will be announced May 12 at the Employee Recognition Awards. Classified Council thanks everyone for their nominations.

## Old Business

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Chair-Elect Allen asked the committee chairs to provide their meeting dates and times for AY 20-21.

## New Business

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Service plaques for the Chair and Chair-Elect were presented virtually. The Faculty Senate Executive Board surprised Anne with a gift basket to celebrate and thank her for her work as Senate Chair.

**Meeting Adjourned:** 2:32 p.m.