

# FACULTY SENATE MEETING MINUTES

October 7, 2022

Faculty Senate Chair: <b>Amy Cavanaugh</b>	Faculty Senate Chair-Elect: <b>Rick Bullis</b>	Past Chair <b>Virginia Irintcheva</b>
Executive Committee member, Academic Standards and Assessment Chair <b>Jinger Doe</b>	Executive Committee member, Curriculum Review Chair <b>Katie Kolbet</b>	Executive Committee member, Professional Standards Chair <b>Marynia Giren-Navarro</b>
Executive Committee member, Salary, Benefits and Budget Chair <b>Matt Leathen</b>	Administrative Faculty Committee Chair <b>Ben Davis</b>	Learning Commons Committee Chair <b>John Kemp</b>
Part-Time Faculty Committee Chair <b>Pat Miller</b>	Recognition & Activities Committee Chair <b>Tara Connolly</b>	WebCollege Faculty Advisory Committee Chair <b>Blisin Hestiyas</b>
Senators At-Large: <b>Ben Davis</b> <b>Jennifer Pierce</b> <b>Adine Stormoen</b> <b>Amanda Stibick</b>	Senator for Allied Health: <b>Julie McMahon</b> <b>Rori Wilkis</b>	Senators for Technical Sciences: <b>Jeremy Coggin</b> <b>Wyatt Ziebell</b>
Senators for Biology: <b>James Kuzhippala</b> <b>Sharif Rumjahn</b>	Senators for Computer Technologies: <b>Steve Bale</b>	Senators for English: <b>Lenaya Andersen</b> <b>Karen Wikander</b>
Senators for History, Political Science & Law: <b>John Kemp</b> <b>Kofi Poku</b>	Senators for Humanities: <b>Gabriel Chavez</b> <b>Nancy Faires</b>	Senators for Math: <b>Rebecca McCleary</b> <b>Lars Jensen</b>
Senators for Physical Sciences: <b>Sameer Bhattarai</b> <b>Michael Leonard</b>	Senators for Social Sciences: <b>Marynia Giren-Navarro</b> <b>Haley Orthel-Clark</b>	Senators for Visual and Performing Arts: <b>Candace Garlock</b> <b>Ron Marston</b>
Senators for Part-Time Faculty: <b>Cara Dopf</b> <b>Gus Stuart</b>	Classified Council Representative <b>Sarah Gill</b>	Student Government Representative <b>John Fenton</b>

**Absent:** Lenaya Andersen (Proxy: Karen Wikander), Sameer Bhattarai (Proxy: Michael Leonard), John Fenton, James Kuzhippala (Proxy: Sharif Rumjahn)

**Guests:** Jeffrey Alexander, Amber Anaya, Cal Anderson, Sam Byington, Yuli Chavez-Camarena, Ashlyn Herold, Karin Hilgersom, Jim New, Nicole Scollard, Kim Studebaker

**The meeting was called to order at 12:30 p. m.**

## Chair's Report – Amy Cavanaugh

Senate Chair Amy opened her report with the meeting protocols. The accreditation visit begins next Wednesday. The Academic Faculty only forum is Wednesday, October 12 at 3 p.m. in SIER 108. The meeting is in-person only. Senate Chair Amy also advised anyone submitting a sabbatical to use the correct updated procedure. The previous procedure applies to faculty who are currently on sabbatical.

**Board of Regents (BOR) / NSHE Update:** There will be a Special BOR Meeting on October 14, 2022. The agenda and supporting documentation can be found here: <https://nshe.nevada.edu/leadership-policy/board-of-regents/meeting-agendas/>.

**Planning Council:** There will be a few changes in the RAP Request Form. It will need to include the following: measurable outcomes, how they apply to the learning outcomes and Strategic Master Plan, and how much budget the applicant has left.

**Executive Director of Finance Search:** The position remains unfilled. The Senate reiterated its resolution to have a Vice President of Finance in that position.

**Sabbaticals:** The Sabbatical Application Procedures and Process has been revised, please use the current process and procedure. Sabbatical applications are due next Friday.

**NFA Contract Changes:** Jim New sent an email to faculty highlighting proposed updates to the contract.

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## Chair-Elect's Report: Rick Bullis

Chair-Elect Rick reported the 4.3 Committee met last week and will have the first read of the Senate Bylaw change at today's meeting for discussion. Rick will also initiate the PAID adhoc Committee.

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## Past Chair's Report: Virginia Irintcheva

Past Chair Virginia did not have any items to report on today.

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## Administrative Report: Karin Hilgersom, TMCC President

Dr. Hilgersom reminded everyone the accreditors will be here next week. TMCC will showcase items we are proud of and how they align with the NSHE Goals. Dr. Hilgersom shared an impressive and lengthy list. Currently, Dr. Hilgersom is writing the charge for the Budget Planning and Legislative Advocacy Group. Dr. Hilgersom will also seek advice at Cabinet on next steps to fill the Executive Director of Finance position. A Legislative Action Plan is also in the works for the upcoming Legislative Session.

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## Administrative Report: Jeffrey Alexander, Vice President of Academic Affairs

Dr. Alexander reported the pass rates have increased in the CNA Program. Biology is looking to add an AS in Agricultural Science. TMCC is exploring a USDA Grant as well. Nine PURs have been completed. The Student Complaint Procedure has been updated on the VPAA's webpages. The main update was to give more clarity on timing in which complaints are handled. There will be a Deep Dives demo available on Zoom from Pack Back. A meeting announcement will be sent.

A working group will begin for Executive and departmental lead Administrative Assistants and will include trainings on policies and procedures.

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## Bylaw Change 1<sup>st</sup> Reading

The 4.3 Committee met on September 30, drafted a change to the Faculty Senate Bylaws, and approved the draft presented today for the first read.

Original Language:

4.3 – Term of Office:

Each Senator shall serve a two-year term commencing on June 1 of the year in which elected, except for the two Part-Time Faculty Senators, who shall serve a one-year term commencing on June 1 of the year in which elected.

Terms of office for two year terms shall be staggered so that each year only half of the Senate positions shall be open for election.

Senators can only serve two consecutive terms.

Proposed Language: (changes in red)

#### 4.3 – Term of Office:

Each Senator shall serve a two-year term commencing on June 1 of the year in which elected, except for the two Part-Time Faculty Senators, who shall serve a one-year term commencing on June 1 of the year in which elected.

Terms of office for two year terms shall be staggered so that each year only half of the Senate positions shall be open for election.

Senators can only serve two consecutive terms **or a total of four consecutive years, whichever is greater.**

The Senate body discussed what happens in various situations where faculty resign, their contract is not renewed, a senator is removed, can senators serve non-consecutive term limits, and whether or not the senator has to resign in these situations. It was noted this bylaw change is being made to create equity for part-time faculty while building on what already exists. This item will come to the Senate in November for a second read and vote.

### Approval of the September 16, 2022 Minutes

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**Motion:** To approve the Faculty Senate Minutes for September 16, 2022.

**Movant:** Senator Gus Stuart

**Second:** Senator Ron Marston

**Vote:** Motion passed, as amended, with 27 ayes and 1 abstention.

There was one correction to Senator Lars last name, "Jenson" should be "Jensen."

### Consent Agenda

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**Motion:** To approve the October 7, 2022 Consent Agenda.

**Movant:** Senator Haley Orthel-Clark

**Second:** Senator Sharif Rumjahn

**Vote:** Motion passed, as amended, with 28 ayes.

There is one correction to the Consent Agenda, Geoff Peck is a member of the Curriculum Review Committee and will be added to the membership.

### Listserv Protocols

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Senate Chair Amy opened the floor for discussion with a time limit of 10 minutes. The discussion circled around free speech, academic freedom, and other avenues available for sharing information or announcements. Some senators suggested the creation of an unmoderated, all faculty included listserv. It was also noted in a professional environment all communications should be professional. A motion may be presented in new business if desired.

Ad Hoc PAIDs Committee (Planning for Augmentation and Improved Development of Salaries)

Senate Chair Amy gave the background for the "The Committee for Getting Paid" formally known as the Ad Hoc PAIDs Committee. The purpose is to create a proposal for a sustainable plan for funding. Ex officio members will be VPAA Alexander and a representative from the Finance Office. This will be a faculty driven process. Senators Gus Stuart, Ron Marston, and Cara Dopf volunteered to be on the committee as well as Past Senate Chair Virginia Irintcheva. It was requested to get a written commitment from administration to ensure funding is found. Chair-Elect Rick encouraged the senators to both join the committee and entice other faculty across TMCC to join.

## Standing Committee Reports

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### **Academic Standards and Assessment Committee – Jinger Doe**

The committee met this morning, made recommendations for revisions to the Gen Ed webpage, passed them to the CRC for input, the Critical Thinking GELO taskforce will meet shortly, and the committee have completed their Fall PUR discussions. The committee next meets November 18.

### **Administrative Faculty Committee – Ben Davis**

The committee has not met since the last Faculty Senate Meeting. The committee next meets October 21.

Ben reviewed the proposed the substantial changes to the Administrative Faculty Committee's evaluation forms. These forms were approved in committee and there was no discussion or questions during today's Faculty Senate Meeting.

The motion to approve the Administrative Faculty Evaluation and Self-Evaluation Forms passed with 23 ayes and 2 abstentions.

### **Curriculum Review Committee – Katie Kolbet**

Katie thanked the Senate for approving all the curriculum decision items on today's consent agenda. The deadline for catalog changes is November 11 which is Veteran's Day. Katie cautioned submitters to get assistance early. The CRC will begin to review internship programs with Sidney Sullivan. The next meeting of the Curriculum Review Committee is October 21.

### **Learning Commons Committee – John Kemp**

The committee met on October 6 and discussed how the committee can work with the Sustainability Champions for the Earth Day Event in April. The committee also discussed how to get more visibility for the library and how to get the students into the library commons. Other events discussed were the Monster Panel and a Veteran's Panel to discuss current events in Afghanistan, Ukraine, and Russia. The committee will strive to have in-person panels instead of Zoom. The committee next meets November 3.

### **Part-Time Faculty Committee – Pat Miller**

The committee discussed pay for part-time faculty and what the difference is between the way successes of the part-time faculty are acknowledged outside of the classroom. The committee is creating a taskforce to figure out how they want to recognize the achievements of the part-time faculty. Please contact Pat if you are interested in the taskforce. The committee next meets November 4.

### **Professional Standards – Marynia Giren-Navarro**

The committee had IT and WebCollege join the discussion of Tenure e-binders. The committee is getting closer to a potential solution. The committee next meets November 4.

The committee presented a resolution for action for today's Faculty Senate Meeting:

Supervisor visits for Canvas class "observation" will have access limited to student view and scheduled per contract language in the NFA Negotiations. Other Canvas issues will be handled on a case-by-case basis in person or at a virtual meeting. The resolution passed with 23 ayes, 1 nay, and 1 abstention.

Discussion centered around department chair needs when resolving student complaints and whether they could contact WebCollege in extreme circumstances to gain supervisor view of Canvas. It was also noted the Online Evaluation asks for additional materials not available in student view; however, the form does have many options which are available from the

student view. The objective of this resolution is to make online observation comparable to in-person observation. It was noted that an observation in a classroom is a snapshot in time and should be comparable online.

### **Recognition and Activities – Tara Connolly**

The committee met on October 4. The Ice Cream Social and Jenga Tournament will return to Spring Kickoff in January. Funding for the Distinguished Faculty Awards has been confirmed. Career Champions will continue as well. Professional of the Month recipients were Kate Kirkpatrick in August and Amber Burroughs in September. The committee next meets November 1, 2022.

### **Salary, Benefits and Budget Committee – Matt Leathen**

The committee met September 23 and welcomed Dr. Hilgersom and Gretchen Sawyer to discuss and answer budget and building project questions. The President anticipates awarding merit and sabbaticals. The committee approved travel applications and tabled the COLA recommendation until the next meeting. The committee next meets October 14, 2022.

### **WebCollege Faculty Advisory Committee – Blisin Hestiyas**

The committee met today. Web College updated that 'Kaltura' had some issues with Windows 11, Kaltura is aware of this, and is working on it. The committee voted and support the Professional Standards Committee's resolution that supervisor access for online canvas class observation is limited to "student view permissions." The committee is discussing and getting feedback from the Professional Standards Committee about unscheduled class visits to online canvas classes. Erika Citrano from Name Coach, an audio name pronunciation tool, presented to the committee about this product. The committee next meets November 4, 2022.

### **Student Government Association (SGA) – John Fenton**

Senate Chair Amy read President Fenton's SGA Report to the Senate. Welcome Back Week events were well-received by the student body. The Student Club Fair will be held on October 12-13. The SGA is striving to streamline rules and funding requests for the student clubs. The SGA voted to increase student fees to support Academic Advising and Financial Aid by \$10 each semester. Fee increases were also voted on by the SGA for students in the Hospitality and Theater programs.

### **Classified Council – Sarah Gill**

The Classified Employee of the Month announcements will now be sent by the President's Office. The Halloween Decorating Contest will be held this year. Please let the Classified Council know you are entering. Judges will be held on October

## **New Business**

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A motion to extend the meeting by 15 minutes was requested by Senator Jensen.

Senator Lars Jensen moved and Senator Ron Marston seconded to extend the October 7, 2022 Faculty Senate Meeting by 15 minutes. The motion passed with 21 ayes and 1 abstention.

Senator Lars Jensen moved and Chair-Elect Rick Bullis seconded to place a banner link: <https://registertovote.nv.gov> for voting registration on the TMCC home page and on Canvas. The motion passed with 20 ayes and 2 abstentions.

Senator Ron Marston moved and Senator Gus Stuart seconded to approve the following motion:

The Faculty Senate recognizes that not all email subjects are necessarily appropriate for all audiences at TMCC, and acknowledges the reasons for the recent changes to the email LISTSERVS. However, open discussion of academic and related issues is an important protected right and freedom in higher education. LISTSERVs are an essential avenue of communication, and the new changes do not allow for that open discussion.

Therefore, the Faculty Senate requests the creation of a new LISTSERV for faculty to voice and discuss academic and other faculty related issues. The new LISTSERV should be named All Faculty Discussion (or something similar), be opt-out, unmoderated, allow for "reply all", and include all full-time academic and administrative faculty, as well as part-time faculty.

The motion passed with 26 ayes and 1 abstention.

## Old Business

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None

## Adjourn

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It was moved by Senator Gus Stuart and seconded by Senator Cara Dopf to adjourn the October 7, 2022 Faculty Senate Meeting. The motion passed with 24 ayes.

**Meeting Adjourned:** 2:48 p. m.