

FACULTY SENATE MEETING MINUTES

February 10, 2023

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

Absent: Sameer Bhattarai (Proxy: Michael Leonard), Jeremy Coggin (Proxy: Wyatt Ziebell), Candace Garlock (Proxy: Ron Marston), Rori Wilkis (Proxy: Julie McMahon), Sarah Gill

Guests: YeVonne Allen, Sam Byington, Jeffrey Alexander, Amber Anaya, Yuli Chavez-Camarena, Julie Ellsworth, Dale Erquiaga, Ashlyn Herold, Dan Hooper, Karin Hilgersom, Andy Hughes, Crista Jorgensen, Kate Kirkpatrick, Tina May, Julie Muhle, Jim New, Melissa Olsen, Geoff Peck, Lora Rob, Joe Sanpietro, Kim Studebaker, Rossitza Todorova, Cecilia Vigil

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

Acting Chancellor Erquiaga

Five new regents have taken office and there are new board officers. The first quarterly meeting will take place in March. The new regents have attended a couple of special meetings already.

Acting Chancellor Erquiaga discussed the Governor's budget highlights and the NSHE Master Plan. The Legislature is currently in session.

NSHE is requesting budget restoration over the next biennium for cuts made during the pandemic for all institutions. Chancellor Erquiaga reviewed each area of budget restoration including employee compensation. The Governor has requested retention bonuses and COLAs. We will have to wait to see if the Legislature approves them.

The Chancellor stopped to take questions. A senator asked whether the Part-Time Faculty would be included in the retention bonuses? The Chancellor was not sure how the Governor's budget proposal treats part-time employees and he will find out.

The strategic planning process, started by the former Chancellor, is continuing. A new framework is being developed and a sixth goal was added to the Strategic Plan. A new vision statement was also created: "One system. Worlds of opportunities." The sixth goal added to the plan is "Ensure system coordination, accountability, and transparency." The Chancellor reviewed each area of the framework being developed and items that will come to the NSHE committees to work through.

Questions received were whether the Higher Education Capital Completion (HECC) / Special Higher Education Capital Construction (SHECC) funds have increased since the fund is derived from slot machine taxes. The Chancellor answered the funding is a set statutory amount.

The Chancellor again offered to answer any questions.

A senator asked about K-12 student preparedness for entering college. The Chancellor noted K-12 has standards and have had their performance challenged. The Governor is working to establish an accountability structure with the new funding K-12 is receiving. The students will continue to matriculate as the structure is implemented.

A senator asked about the Governor's recent order to require returning to work at pre-pandemic working conditions. The Chancellor clarified those employees who were working in a hybrid fashion prior to the pandemic would continue. For example, instructors teaching online courses or employees who do not have a student facing position. The Governor is referring to those employees who started working in a hybrid workspace because of the pandemic. There are also performance, productivity, and physical office space issues NSHE has to work through.

Chair's Report – Amy Cavanaugh

Senate Chair Cavanaugh opened her report with the meeting protocols.

The Sabbatical Subcommittee completed their work and sent the ranked list to the President. Five applicants were awarded.

The Planning for Augmentation and Improved Development of Salaries Committee (PAID) will be circulating their policy prior to the March Faculty Senate Meeting. The policy has been reviewed and supported by the administration.

The Budget Planning and Legislative Action Taskforce (BPLAT) continues its work on different budget scenarios. There are contingency funds of \$18.6 M contingency fund and a separate fund of \$6.8 M.

A periodic evaluation of our President is scheduled for this year. A campus committee will be formed for this purpose.

Planning Council has passed a policy for mandatory annual cyber security training for employees.

A new definition for skills certificates at the institution level has been created: A skills certificate is anything that enables or advances employment and is less than 30 credits.

The Enrollment Management Committee is looking for academic faculty members. They meet on the first Thursday of the month at 3:30 p.m. Please contact Anne Flesher if you are interested.

Commencement is at Lawlor on May 12, 2023 at 4:30 p.m. Participants in the ceremony need to be there at 3:30 p.m. Faculty Senate will start at 12 noon on that day to accommodate everyone. Amy will send a survey to find out how many faculty might need child care during Commencement.

Performance Surveys for Vice Presidents and other administrators who supervise Academic Faculty will be sent soon.

CBIZ, the consultants hired to do the Equity Study, will have virtual presentations on February 17. Meeting announcements will be sent out. The presentation will be recorded for those who cannot attend.

Chair-Elect's Report: Rick Bullis

The Bylaw Ad Hoc Committee has met. Bylaw 7.6 will be discussed later in today's meeting. The Ad Hoc Committee is continuing to collect lists of changes for the Faculty Senate Bylaws.

Nominations will open for Chair-Elect soon. Senator Gus Stuart has expressed interest.

Past Chair's Report: Virginia Irintcheva

The PAID Committee policy is coming.

The VPFG search has candidates and interviews are scheduled.

The Senate is looking for nominees for Faculty Senate Chair-Elect.

Administrative Report: Jeffrey Alexander, Vice President of Academic Affairs

Dr. Alexander has met with the PAID Committee and thanked the committee chair and members for their work.

The VPAA's office is working with Cal and Marketing to update the catalog and its landing pages.

Packback has an artificial intelligence (AI) detector that can be added to an instructor's Canvas shell. There will be a demonstration on March 3 at 12 noon.

A Career and Technical Education (CTE) open house will be held at the Edison Campus on Wednesday, February 22, 2023 at 6:30-8:30 p.m.

Dr. Alexander also reported he is serving on the Nevada Works Board.

Administrative Report: Karin Hilgersom, TMCC President

Dr. Hilgersom reported enrollments are up a bit, the coordinated efforts to restore NSHE budgets appear to be working, the PAIDs committee is completing a review of a recommended in-rank advancement process, BPLAT is continuing its work with less dire budget projections, and Governor Lombardo will be visiting campus soon for a tour.

Dr. Hilgersom noted the strong collaboration and coordination between administration and Faculty Senate the past few years. Most of the recommendations from Senate have been accepted and implemented due to the administrators being able to listen and understand the issues. She hopes the Administration will continue to be able to attend the Senate meetings just as administrators do at other institutions.

An update on the status of the List Serv motion was requested by a Senator. Senate Chair Cavanaugh noted we are looking for ways to compromise and move forward. Dr. Hilgersom noted they discussed a code of ethics or professional expectations should be developed in order to move forward. The Faculty Senate will consider developing and recommending a code of ethics or professional expectations.

Program Rearrangements – Jeffery Alexander, Vice President of Academic Affairs

Dr. Alexander provided a history and explanation on the rearrangements. The timeline is Fall 2023. It was suggested by a senator to have the Senate approve the rearrangements; however, the only requirement is to consult the Faculty Senate (TMCC Bylaws Article III,B,4). Senate Chair Cavanaugh suggested an informational forum for all interested parties. Dr. Alexander liked this suggestion and pledged to arrange a forum for all employees.

The rearrangements are:

- BAS in CTE Leadership is moving from Technical Sciences to LAP*: Allied Health
- Paralegal & Law is moving from Technical Sciences to Social Sciences
- Criminal Justice is moving from Technical Sciences to LAP: Public Safety
- Computer Information Technology is moving from Technical Sciences to Math & Physical Sciences

*LAP: Life Sciences, Allied Health, and Public Safety

Earth Day – Cecilia Vigil

Cecilia Vigil announced the Earth Day event will be Thursday, April 20, 2023 from 9:30 – 1:30 p.m. The celebration will close with a ribbon cutting ceremony at the Pollinator Garden during the final hour of the event.

NFA Collective Bargaining Bill – Jim New

This is in Bill Draft Form for the current legislative session with a good chance of passing. This was presented to the Board of Regents (BOR); however, they did not vote on the bill. A vote of support will be requested in the future from the BOR.

This bill would establish the right of NSHE professionals to have collective bargaining at the state level. TMCC has collective bargaining rights granted by the BOR. Being under the auspices of the BOR denies NSHE professionals services available to other collective bargaining agencies, such as the Government Employee Management Relations Board. This board is helpful in dispute resolutions. Mr. New noted the impact would be minimal since we already have collective bargaining.

Senator Gus Stuart moved and Senator Cara Dopf seconded to support the NFA Collective Bargaining Bill. The resolution passed with 26 ayes, and 1 abstention.

The TMCC Faculty Senate emphatically supports BDR 155, known as the Collective Bargaining for NSHE Professional Employees Bill. We recommend that the Board of Regents support the bill and urge its passage by the Legislature of the State of Nevada during its 2023 general session.

Therefore, be it resolved by this body, that a statement of our emphatic support of BDR 155 be put into writing and a copy of said statement be dispatched to all voting members who will consider supporting its passage.

Faculty/Staff Complaint Procedure – Senator Ron Marston

The process requires all complaints to be handled by the department chair. The department chair, per the NFA Contract, should only be handling the Part-Time Faculty Complaints. The dean would handle the full-time faculty complaints. Senator Marston noted this proposed procedure could possibly stand some language clean up and he hopes for approval with the understanding that the wording could be cleaned up.

Senator Gus Stuart moved and Senator Haley Orthel-Clark seconded to approve the Faculty Staff Complaint Procedure. The motion passed with 23 ayes and 2 abstentions.

Approval of the December 9, 2022 Minutes

Motion: To approve the Faculty Senate Minutes for December 9, 2022.

Movant: Senator Jennifer Pierce

Second: Senator Gus Stuart

Vote: Motion passed with 23 ayes as corrected.

Senator Jensen noted his name was spelled "Jenson", which is incorrect.

Consent Agenda

Motion: To approve the February 10, 2023 Consent Agenda.

Movant: Senator Jennifer Pierce

Second: Senator Ron Marston

Vote: Motion passed with 26 ayes.

Standing Committee Reports

Academic Standards and Assessment Committee – Jinger Doe

The committee has met twice since the last Faculty Senate Meeting. Work has resumed on the Student Learning Outcomes Website Review Taskforce and a voluntary syllabus template. The ASA committee did a Faculty Senate Bylaw review. The changes will be presented at a later time. A subcommittee was formed to evaluate the Communications General Education Learning Outcomes. Cheryl Cardoza is the chair of the subcommittee. Please reach out to Cheryl if you would like to join. The Programmatic Review Outreach Subcommittee (PROS) has been formed to complete the Year 7 report. The committee met today and reviewed the Culinary and Social Work PUR's. The committee next meets February 24, 2023 via Zoom.

Administrative Faculty Committee – Ben Davis

The committee last met December 16 and next meet on February 17, 2023. There were not any pertinent updates reported.

Curriculum Review Committee – Katie Kolbet

The committee met on February 3, 2023. The deadline to submit changes is February 17. The Critical Thinking Learning Outcomes were passed on today's Faculty Senate Consent Agenda. The committee reviewed its bylaws and will be adding an "s" to one sentence. Katie will be looking to review internships with the committee. The committee next meets March 10, 2023.

Learning Commons Committee – John Kemp

The committee discussed a Veteran's panel on the withdrawal from Afghanistan and are aiming for April. John is working with Felipe in the Veteran's Resource Center. The committee next meets March 2, 2023.

Part-Time Faculty Committee – Pat Miller

Senator Gus Stuart held today's committee meeting in Pat's absence and provided today's report to the Senate. The committee met briefly, they were able to review the bylaws, and will submit changes. Edwin Lyngar was nominated for committee chair and has rejoined the committee. The committee next meets March 17.

Recognition and Activities – Tara Connolly

Read by Senate Chair Amy Cavanaugh: Raymond Joakimson from IT and Julie Muhle from Dental Assisting were our December and January Professionals of the Month. Along those lines, I encourage everyone, especially the department chair, deans, directors, coordinators, etc., to take a few minutes each month to nominate a deserving academic or administrative faculty member who goes out of their way to assist students and colleagues in various ways.

In January, we recognized 35 additional individuals based on 49 nominations (an all-time high) from students who took the time to share how a faculty or staff member positively impacted them in fall 2022. We will relaunch the nomination form in April to receive Spring 2023 Career Champion nominations.

Our call for nominations for the Distinguished Teaching and Service Awards went out earlier this month. Quite a few people have accepted their nominations and will submit their application packets soon.

The committee next meets March 7, 2023.

Salary, Benefits and Budget Committee – Matt Leathen

The committee met on January 27, 2023. The travel funding request deadline is February 17, 2023 by 5 p.m. The committee is creating a resolution to advocate for travel funding for faculty and will be reviewing the PAID Committee draft policy. The committee next meets February 24, 2023.

Professional Standards – Marynia Giren-Navarro

The committee met today. Blisin Hestiyas, WebCollege Faculty Advisory Committee Chair, joined the meeting to discuss visits on Canvas and Blisin received input from the committee. The Professional Standards Committee will continue to discuss Article 3. They will also review Article 12 of the NFA Contract. The Annual Plan Evaluation forms are being reviewed to include the NFA Contract items. The committee will review Article 13 of the NFA Contract. The committee is also looking for a new chair. The committee next meets March 17, 2023.

WebCollege Faculty Advisory Committee – Blisin Hestiyas

The committee met today. A new Instructional Designer in the WebCollege has been hired. Online Class Visits will come to the Faculty Senate in March as an action item. The committee discussed AI resources available. The committee next meets March 10, 2023.

Student Government Association (SGA) – Chanikan Buntha

Senate Chair Amy Cavanaugh read SGA President Buntha's report. John Fenton resigned and Chanikan Buntha has been appointed SGA President. This semester the SGA will focus on outreach and building a better connection with the student body.

Classified Council – Tina May

Stephen Meyer and David Murry have been awarded Classified Employees of the Month. The nominations for February are open. Classified Employee of the Year nominations will start soon. The Easter Egg hunt is scheduled for April 8, 2023. The Summer Symposium theme will be Staff Empowerment. The council continues to work with leadership in the one-time retention award.

Old Business

Mediator Selection Procedure: Senate Chair Amy called to have the motion picked up from the table.

Senator Gus Stuart moved and Chair-Elect Rick Bullis seconded to pick up the motion from the table as written.

First vote: Senator Marston proposed a revision to the language for clarity and consistency in language and Senator Gus Stuart accepted a friendly amendment to the motion. The motion passed with 22 ayes and 1 abstention.

Faculty /Staff Complaint Procedure

1. The Director of Human Resources or their designee will identify a pool of at least three potential mediators from professional employees of other NSHE institutions who have appropriate mediation training and are willing/available to serve as a mediator on behalf of TMCC.
 - a. The Director of Human Resources or their designee will ensure the identified pool of potential mediators do not have a conflict of interest or a relationship to any involved parties which may prevent them from being impartial.
 - b. The Director of Human Resources or their designee will send both parties of the mediation the list of potential mediators and inform them of their optional right to exercise a peremptory challenge to remove one mediator from the list within five (5) calendar days of receipt of notification. If, after this right is exercised, more than one mediator remains on the list, the final mediator will be chosen randomly. If the chosen mediator becomes unavailable, another mediator will be chosen randomly from the remaining pool.
2. If fewer than three potential mediators are initially identified, or if there are no available mediators available through the processes outlined in sections 1.a and 1.b, the Director of Human Resources or their designee may arrange for an external mediation service to be used, through the Neighborhood Mediation Center or similar free mediation service. If no such free service is available, an alternate paid service or an external independent trained mediator may be used. The employee may request a paid external mediation service or independent mediator of their own choosing but may be required to pay for half of the total cost of the mediation. Both parties must agree to the choice.
3. If, after exercising all due diligence, an external mediator cannot be identified to complete the mediation within the time required by the NSHE Code with the processes outlined in sections 1 and 2, or the employee does not wish to pay for half the total cost of mediation, the Director of Human Resources or their designee may identify a pool of at least three potential mediators from TMCC professional staff who have appropriate mediation training and are able to serve as a mediator. The process will then proceed as in section 1.a and 1.b.

Discussion on the motion: Senator Jensen said he does not believe the head of Human Resources is a neutral party and would like to see at least half of the mediators are selected from faculty. Senator Jensen noted concerns about the language where three mediators are to be selected and further down the number of mediators is not consistent. Senator Marston noted the process is that 3 potential mediators are identified, from that list the parties have the option to remove one of the mediators, and items 2 and 3 are caveats if mediators cannot be identified. The process may not always involve faculty and the wording "Professional Staff" was used to capture all parties. Jim New agreed with Senator Marston's response. Senator Jensen moved to table the motion. There was no second. The motion died.

Close discussion: Senator Gus Stuart moved to close debate and call the question. Senator Haley Orthel-Clark seconded. The motion passed with 19 ayes, 1 nay, and 1 abstention.

There was also a suggestion to change the word "will" to "may". After much discussion, it was noted the word "may" is too permissive.

Final Motion: A final vote was taken on the motion, as amended. The motion passed with 24 ayes and 1 nay.

Ad hoc Bylaw Committee Report on proposed Bylaw Amendment of 7.6.: Chair-Elect Rick Bullis reported the committee discussed Senator Jensen's proposal to eliminate Section 7.6. The Ad hoc Bylaw Committee brought forth a more specific procedure to close meetings as a first read to today's meeting.

"Meetings of the Faculty Senate are open to all faculty, staff, and administrators unless otherwise specified as "closed" on the agenda or at the discretion of the Faculty Senate Chair. During the "closed" portion of the meeting, only voting and

advisory members of the Faculty Senate and the Faculty Senate Executive Committee will be permitted to attend unless invited by the Faculty Senate Chair.”

Senator Jensen brought forth concern that the body of the Senate should be able to close the meeting and not the burden of the Senate Chair. He also stated there is no need to specify the sentence “...Faculty Senate are open” and he proposes to strike the first sentence in the proposed change of today’s first read.

Suggestions and comments received from the senators were:

- the language excludes the Standing Committee Chairs,
- to include students in the list of possible attendees,
- shared governance goes both ways,
- transparency should be encouraged,
- Standing Committee Chairs serve in advisory roles,
- maintain the meetings of the Senate are open to all,
- unless specified as closed, someone needs to be able to close the meeting,
- please include advisory members for others who may need to be present for the conversation,
- the ability to go into closed session already exists, the discussion is whether or not to codify it,
- the bylaws should be clear as written,
- the elimination of 7.6 has a potential unintended consequence of not being inclusive and provides accountability.

Proposed Bylaw Amendment from Senator Jensen (optional second read): This proposal was not recommended by the ad hoc bylaws committee; however, it was brought back to the Senate for a possible second read. Senator Gus Stewart noted that upon being proposed, Senator Jensen’s proposal became property of the body. The body voted and approved to recommend it to a committee where it received a first read; therefore, the language that was originally proposed is dead. If it was to be reconsidered again for a first read it would have to be proposed as a substitute to the proposal brought forward from the committee. After a hearty discussion of Robert’s Rules, it was reiterated that Senator Jensen’s proposed motion had been sent to committee by the Senate, and the committee had not recommended it, opting to propose an alternate change to the bylaws, therefore the original proposal was dead.

New Business

None.

Adjourn

It was moved by Senator Rebecca McCleary and seconded by Senator Sharif Rumjahn to adjourn the February 10, 2023 Faculty Senate Meeting. The motion passed with 20 ayes.

Meeting Adjourned: 3:04 p.m.