
MEETING MINUTES AUG. 23, 2019

RDMT 333 10-11:30 a.m.

Meeting called to order: 10:02 a.m.

In attendance: Sameer Bhattarai, Wes Evans, Scott Huber, Andy Hughes, Robert Kirchman, Casey Machen, Linda McGillicuddy, Haley Orthel-Clark, Kofi Poku, Melanie Purdy (chair), Rori Wilkis, Cheryl Woehr, Dolores Wonder.

Absent: Dave Boden (Proxy - Sameer Bhattarai), Eddie Burke, Wade Hampton, Warren Hejny, Cecilia Vigil.

Guests: Julie Ellsworth.

Approve Minutes from April 19, 2019

Approval of April 19, 2019 Minutes: Haley Orthel-Clark and Linda McGillicuddy motioned and seconded respectively. The motion passed with 6 abstentions.

Update – Scott Huber

NFA Scott Huber identified that the contract renegotiation is on a three-year cycle, and discussions and negotiations are still under way. January 1, 2020 is the target date for the ratification of the new contract.

Criteria for Tenure

A motion to approve the finalized draft of “Performance Ratings Guidelines for Tenure Track Faculty & Committee Members” was made by Hailey Orthel Clark and seconded by Wes Evans. Passed with one abstention (Linda McGillicuddy).

Document Access:

<https://docs.google.com/document/d/1IMrMdMX4cH7DbRcgMguY5mskcEAR9pIf1AjNMuF0ie4/edit?usp=sharing>.

The intention is to have the document available on the VPAA website: <https://www.tmcc.edu/vpaa/tenure/guidelines>.

Emeritus Policy and Procedure

The committee has a number of recommendations and questions on this document. Chair Purdy will consult with the Executive Committee, and the Professional Standards Committee will bring forth updates and revisions at the September meeting.

Ratify Special Hearing Committee Membership

A motion to approve the finalized the Special Hearing Committee membership was made by Hailey Orthel-Clark and seconded by Andy Hughes. It passed unanimously.

Document Access:

<https://docs.google.com/document/d/10-5yj6svP9L-qW3wsICkUDj5YO9PjSUB0PulhVHLD20/edit?usp=sharing>

Department Chair Performance Assessment

Because the NFA is still negotiating the contract, and because the contract has not yet been formalized, the Committee has tabled this task until the NFA contract is finalized.

Course Evaluation

There was discussion about the evaluations and generally, we all agreed that there is great value in having a robust, but concise course evaluation, and that the committee's responsibility is to revisit the evaluation to see if we can contribute to strengthening it; but that we are not responsible for the promotion of it or securing responses.

Discussion points included:

- The idea that students do not do it because they do not find it important; and conversely, how can faculty let students know it IS important
- Revisit having the student motivation questions on the evaluations
- Identify the most objective, relevant questions and retain those

Chair Purdy will secure course evaluations for the committee to discuss and revise for the September meeting.

New Business

Membership Update

Add: Wes Evans; Casey Machen, Haley Orthel-Clark; Kofi Poku, Cecilia Vigil; Rori Wilkis

Remove: Dan Hooper; Cheryl Olson; Brandy Scarnati; Trenton Schoope; Paul Seybold; Kelley Wong

Old Business

None.

Meeting Adjourned: 11:25 a.m.

Next Meeting: September 20, 2019; 10-11:30 a.m. RDMT 252.