
MEETING MINUTES OCT. 18, 2019

RDMT 252 10-11:30 a.m.

Meeting called to order: 10:01 a.m.

In attendance: Sameer Bhattarai, Dave Boden, Wes Evans, Wade Hampton, Scott Huber, Robert Kirchman, Logan Lorentzen, Casey Machen, Linda McGillicuddy, Haley Orthel-Clark, Kofi Poku, Melanie Purdy (chair), Cecilia Vigil, Rori Wilkis, Cheryl Woehr, Dolores Wonder

Absent: Eddie Burke, Warren Hejny (Proxy: Rori Wilkis), Andy Hughes

Guests: YeVonne Allen, Amber Anaya

Approve Minutes from August 23, 2019

Approval of August 23, 2019 Minutes: Linda McGillicuddy and Wes Evans motioned and seconded respectively. The motion passed unanimously.

Update – Scott Huber

Scott Huber, NFA President reported the contract is almost done. Human Resources and Cheryl Cardoza are finalizing the document. From there, it heads to TMCC's legal counsel, then back to the NFA to review comments and vote on, and finally to the Board of Regents for approval. Scott thanked everyone who provided feedback and noted a lot of the feedback was used.

Anti-Bullying Policy – YeVonne Allen

YeVonne presented the work she has done so far on the policy and provided background on why its being created. TMCC's Discrimination Form does not have an area for anti-bullying on the form. YeVonne referenced UNR's policy and NSHE's statement of values to create the policy. She is looking for support and input on the policy and will bring it to senate for approval. One of the main items she is looking for is input on workplace intimidation/bullying. This policy covers all faculty and administration. YeVonne noted the difference between bullying and harassment on the form is the harassment clause is for sexual harassment. An electronic vote took place after the meeting and the committee members provided a lot of good input and overwhelmingly voted to approve the policy.

Emeritus Policy and Procedure

It was generally agreed the policy and its benefits are good. The committee cleaned up the text for smoother reading and clarified the appeal process. A motion was made and seconded by Haley Orthel-Clark and Cecilia Vigil respectively to approve the revisions. The motion passed with 1 abstention and 1 opposed.

Discussion circled around what circumstances would cause a denial and how often it happens. It was noted that while the committee is clarifying text, the denial process should be cleaned up as well.

The process would be as follows: the form is submitted to the department vice president, the candidate is denied, there is a comment period where statements would go to the department vice president, and a peer-review committee would be convened at that time.

Probationary Development Department Review Form for Tenure

A motion was made by Linda McGillicuddy and Cecilia Vigil to add excellent, commendable, satisfactory, and unsatisfactory to the Probationary Development Department Review Form for Tenure. The motion passed unanimously.

ACUE Training Discussion

A committee member participated in the training and felt it was helpful and worth the time to take the training. Chair Purdy wanted the committee to know what it is.

Course Evaluations Discussion

Chair Purdy had the committee review the draft form and redlined items. It was suggested to shorten the length of the evaluation, remove any self-identifying data, and offer a comments section. Two versions of the form will be circulated by committee members to their departments, and to students in their classes. At the December meeting, we will discuss the results of this, and vote on the new form.

Old Business

The committee revisited and reviewed Tenure Track Guidelines in order to make them more consistent and robust. Once she has received all committee input, Chair Purdy will review the guidelines with the deans and the Faculty Senate Executive Board. The committee will discuss and finalize this at the December meeting.

New Business

Chair Purdy yielded the floor to Robert Kirchman who discussed Annual Plan item S2E: Submit book orders on time. One of his concerns is the due date is set by the bookstore and he questioned how the deans are evaluating that item. Many department coordinators place the book orders versus the instructor placing his or her own. This should not be counted against instructors when they often do not control placing the book orders.

Other committee members raised issues they have had in getting lower prices and recommending more affordable sources.

Meeting Adjourned: 11:14 a.m.

Next Meeting: December 6, 2019 at 10-11:30 a.m., RDMT 255