



Truckee Meadows Community College

Faculty Senate Salary, Benefits & Budgetary Concerns Committee

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## MEETING MINTUES FEB. 23.2018

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SIER 111 12 p.m. – 2 p.m.

**In attendance:** Ron Marston (Chair), Jim Cotter, Kristin DeMay, Dan Hooper, Elizabeth Humphrey, Heidi Julius, Jeff Olson, Gail Small, Neil Siegel, Dan Williams

**Absent:** William Gallegos, Robert Kirchman, Matt Leathen

**Guests:** Amber Anaya

Meeting called to order: 12:05 p.m.

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### Welcome

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Chair Ron Marston opened the meeting welcoming all attendees.

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### Approval of the January 19, 2018 Meeting Minutes

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Ron Marston called for a motion to approve the January 19, 2018 minutes. The minutes were motioned, seconded, and approved unanimously.

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### Approval of FS travel fund requests

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Ron reviewed the travel funds available and the requests received from Precious Hall and Julia Hammett. He called for a motion to approve their travel requests for \$750.00 each and forward the request to the Faculty Senate to be placed on the consent agenda for March. Ron also noted \$2,000 is allocated for Spring travel requests and \$750 is the maximum allocation that can be received. This will leave \$500 that will roll over to be used for any Summer travel requests. Ron also suggested the committee revisit travel deadlines with the possibility that Summer travel could overlap into Spring or Fall to better accommodate the timing of conventions and symposiums that occur in Summer.

Kristin DeMay motioned and Elizabeth Humphrey seconded, there were no abstentions or oppositions. The motion passed unanimously.

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### Revisions to the Annual Evaluation form (Annual Plan)

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Ron reviewed the librarian and counseling Annual Evaluation forms. Neil Siegel asked if all faculty will be providing input on the counseling and librarian forms. Ron said those would be reviewed for input by the librarians and counselors. On the signature lines he will change the forms to say Supervisor and VPSS or VPAA as applicable. On the Instructional Annual Evaluation he revised the title and added back the information block.

Ron updated the committee on the faculty survey. He will film a PSA describing what the committee is doing and to provide input. This will be released in March. Neil recommended posting the video/survey on the webpage and attending the department meetings. A paper survey would be too much, time-wise at a department meeting. Gail Small asked what happens if the responses are negative. Ron reiterated he will not put anything forward without approval from the majority of faculty. Gail also suggested enticing faculty to take the survey and provide input by making sure their input will inform the annual evaluation form and its formation. Elizabeth Humphrey questioned how many questions the survey will have. Ron made revisions as the discussion continued. Ron created an open-ended comment area. Gail suggested we have procedures for those who do not like the weighted numbers. Neil brought up potential concern over weighted activities in

various disciplines. Elizabeth asked about the survey layout and the best way to present it. Jim Cotter mentioned there will be a lot of opinions on the activities. Ron suggested making the March SBBC meeting an open meeting for all faculty to attend and learn about the revisions. It was also discussed if we should offer an open forum. Jim suggested putting the “why” first in the survey structure. Ron enlisted the help of Elizabeth to revise the survey wording for best language. Neil cautioned using the word “rigor” and discussion ensued with many suggestions for alternative phrasing. Ron confirmed the timeline and agrees an open forum would be a best practice. The next meeting of the SBBC, March 16, could be an open meeting. The survey will be sent out March 28 to April 3 with an open forum scheduled the last week of March. If the annual forms are approved at the April Faculty Senate meeting, a Professional Development workshop could be scheduled for the Fall Kick-off festivities. The possible new forms could be in place for the coming Fall semester.

## **Rank Advancement Taskforce**

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The RAT committee met February 15 and the meeting discussion circled around instructor titles. The NSHE code is in conflict with itself regarding titles. Jim New will be discussing this with Nick Vaskov, NSHE legal.

## **Other SBBC Committee tasks**

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There has been no movement on RAP Request Process, Summer Pay formula, and PEBP benefits changes. The committee focus has been on the Annual Evaluation plan.

## **New Business**

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Elizabeth Humphrey asked about the Summer Pay formula, what will happen if TMCC receives state funding, and how it would affect instructor workload. Ron said isn't likely going anywhere.

## **Adjournment by 2 p.m.**

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The meeting adjourned at 1:48 p.m.

Next meeting Friday, March 16, 2018 in SIER 111 at 12 – 2 p.m.