



TIDEWATER COMMUNITY COLLEGE  
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## Memorandum

To: Dr. Michael Summers  
Vice President of Academic and Student Affairs

From: Chris Cartwright  
Chair, College Faculty Senate

Date: February 20, 2008

RE: Response to your Memorandum to me dated November 30, 2007

### **Computer Competencies**

I have provided you with a list of faculty members willing to serve on the committee and I am anticipating that you will call the first meeting in the near future.

### **“Assistant to the Dean” Issues**

I am hoping that you have had the opportunity to discuss the issue with the academic deans and provost, and that I will be receiving an update in the near future.

### **Adjunct Teaching Loads**

I was pleased to hear that the requirement for you to approve provost request for adjunct faculty is being followed. While faculty understands TCC's need for adjunct faculty to take on loads that exceed the 11.9 credit hours, we are concerned with the teaching load of some adjunct faculty. I have attached a list of adjunct faculty members that are teaching more than 11.9 credit hours during the Spring 2008 semester. Of these 91, 16 are teaching more than 20 credit hours (the average of what a full-time faculty member would be allowed to teach each fall and spring semester). Of these 16 adjunct faculty members, 2 are teaching 30 or more credit hours. I have a hard time accepting that allowing any faculty member including full time teach this many credit hours is in the best interest of faculty, students, or the institution. Faculty believe that the decision to allow an adjunct faculty member to teach more than 11.9 credits should continue to be made on a case-by-case basis, by you in your position as Vice President of Academic and Student Affairs and with the recommendation of the Provost. We do, however, believe that adjunct teaching loads across campuses must be looked at and that teaching loads over 20 credit hours should be discouraged or at the least considered very closely before being approved. I am not sure where the line should be drawn, nor do I consider it my place to do so, but I am deeply concerned with any faculty member allowed a teaching load of 30 or more credits.

I would also like to comment on your statement that “without these exceptions we would turn away hundreds of students each academic term”. As stated above, our concern is not with granting approval with teaching above 11.9, but rather with allowing an excessive number of credit hours. I also suggest that TCC has other options such as hiring more full time faculty members to meet the on-going demands placed on the college, hiring additional adjunct faculty members, or compensating full time faculty for teaching over the maximum overload in extreme cases to offset an excessive load on an adjunct faculty member. I would also suggest that TCC consider the quality of instruction, and effects on retention and success rates when students are taking class from instructors with excessive teaching loads. The College Faculty Senate will continue to monitor the teaching load of adjunct faculty and respectfully request that the Director of Institutional Effectiveness prepare a report of adjunct faculty teaching loads to be submitted to the President and shared with the College Faculty Senate each semester.

### **Student Conduct**

I have provided you with a list of faculty members willing to serve on the committee, and I am anticipating that you will call the first meeting in the near future.

### **Release Time for Senate Chairs**

I would like to thank you for considering my request for release time for Campus Senate Chairs and an increase in release time for the College Senate Chair. If the College Senate decides to pursue this matter, we will investigate practices at other institutions as you suggested.

### **Revised Adjunct Faculty Evaluation System**

As we have discussed, the College Faculty Senate is currently in the process of revising the evaluation process for full time teaching faculty. We believe that beginning the work of revising the evaluation process for adjunct faculty would logically follow. Therefore, we request that beginning this effort be delayed until Fall 2008. Our Faculty Evaluation Committee should be at a point at this time were we could begin the discussion of adjunct faculty evaluation.

Copy: Dr. Lonnie Schaffer  
Dr. Tyjaun Lee  
Dr. Diann Holt  
Dr. Valarie Evans

Name	total hours	Subj
Adams,Michael B	16	ITE
Agbakpe,Peter	22	MTH
Alger Sr.,David C	28	ITE
Alison,Jenifer A.	18	PSY
Atiyah,Steven K	18	MTH
Baines,Elizabeth S	18	HLT
Bancroft,Catherine M	16	BIO
Beckner,Rodney Carl	18	MTH
Booth-Pharr,Randolph	15	HUM
Boslet,Steven A.	13	ACC
Branton,Diana W	14	MTH
Bristow,Melissa	18	PHI
Bryant,Kenneth W	15	REL
Buchholz,Dennis	21	PHI
Burnette,Richard C	16	MSC
Bush,Michelle	16	HUM
Calhoun,Vy C.	24	HIS
Campbell,Alan	15	SPD
Carney,Jonnie G	13	ITE
Carrier III,Joseph kelso	15	BIO
Chandler,Sandra R	23	MTH
Collins,Krista S	17	MTH
Connolly,Michael B	15	HIS
Daily,Danny L	16	ENG
Danielson,Joyce P	14	MTH
Davis,Deborah A	30	ITE
Dawson,Larry D	15	SPD
Dunbar-McKinney,Karin Lorriane	24	ITE
Durham,Gillian Lee	13	ESL
Emmons,Faith A	15	ENG
Fischer,Michael L.	18	PSY
Fobbs,Timothy J	14	EDU
Ford,Robert C	15	MUS
Freedman,Deanna M	15	SPD
Freridge,Deanna E	16	HRI
Froehler,Mary L	18	ITE
Gaddis,Heather G	16	ESL
Gibbs,Brenda	33	SOC
Gibbs,John Edward	15	PHT
Gonsalves,Kathryn	21	PSY
Hackney,Willette A	22	ITE
Hall,Garland W	24	IDS
Hamilton,Charles R	15	ENG
Hammock,Thomas V.	16	MTH
Hester,Melvin S	15	HLT
Hughes,Mary E	15	PSY
Improta,Michael J	15	HRI
Ippolito,William J	16	MTH
Ireland,Clifton O	21	BUS
Jawhar,Tariq O	15	ENG

Joe,Nancy L	13	MTH
Jones, Virginia Lee	15	HLT
Jung,Colette S	24	PHI
Kelly,Annetta J	16	SPA
Kitchell,Debbie A	13	ENG
Krishnaswami,Sridharan	22	BUS
Lawton,Brian L	15	HRI
Lohman,Elizabeth M	14	ENG
Ludwig,Eileen R	16	ITD
Maaref,Shahin	25	CHM
Magyar,David J	13	MTH
Martin,Mary L	16	ENG
Mazenko,Jacquelin E	21	HLT
Mills,Robert E	16	ITE
Mims,Richard A	18	WEL
Montoya-Mann,Socorro	17	SPA
Mullis,Jan J	18	HIS
Nobles,Larry G	16	AUT
O'Reilly,Thomas K	18	ENG
Parrella,Anne P	15	HIS
Peter,Paul B	13	MTH
Peterson,Agatha A	14	SDV
Pougher,Richard D	18	HIS
Pugsley,Richard D	20	MTH
Rachid,Daniel J.	14	MTH
Rakes,John W	15	DSL
Rice-Steward,Yvette	18	PSY
Riddick,Alberta S	15	ENG
Robertson,Ronald L	20	ITD
Rokitski,Kathryn E	18	HIS
Rokitski,Stephen W	15	HIS
Schaffer,Lonnie	16	BIO
Scharle,Judith A	13	AST
Scheible,Mary P	15	MTH
Seymore,Robin Lynn	15	PSY
Shah,Pratibha S	15	MTH
Sly,Leonor L.	18	SPA
Starling,Craig	19	MTH
Weissinger,George H	13	MTH
Williams-Tolliv,Sarah D	16	HLT
Wolfe,Sherry	18	MTH