



## PAPC Minutes

Date: September 30, 2021

Time: 2:00 PM – 3:15 PM

Location: ZOOM Teleconference

### **Present**

Classified Association	Jill Hartney
College Faculty Senate	Dr. Tiffanye Sledge
College Faculty Senate Appointee	Sarah DiCalogero
Curriculum Committee	Tom Siegmund
Distance Learning and Technology Committee	Andrea Pearman
General Education Committee	Dr. Lara Tedrow
Global and Intercultural Learning Committee	Dr. Sandra Bryant
Instruction Committee	Debra Dart
Instruction Committee	Mike Blankenship
Internal Relations Committee	Mary Apperson
Workforce Solutions Committee	Anthony Fontes
Library	Steve Litherland
Resource	Dr. Kim Bovee
Cabinet Member	Dr. Michelle Woodhouse

### **Absent**

Classified Association Appointee	Christie Bradley
Faculty Professional Development Committee	Jeanne Hopkins
Student Success Committee	Thomas Chatman Jr.

### **Vacant**

Administrative Association  
Counselor  
Student Governance Association Federation Council

#### **1. Call to order:**

- a. The President's Advisory and Planning Council was called to order by PAPC Chair DiCalogero at 2:02 PM with quorum.

#### **2. Introductions:**

- a. Dr. Kim Bovee was introduced as the Strategic Plan liaison.
- b. Mike Blankenship was introduced as new co-chair of the Instruction Committee.

### 3. Officer Reports:

#### a. Chair:

- i. **PAPC webpage update:** The PAPC page has been updated to reflect the current membership, committee structure, and bylaws.
- ii. **Format of Agenda:** PAPC agendas and committee reports will be shared via the Google Drive in the MyTCC Portal under “Shared with me.” PAPC members are asked to verify access to the agenda, and those without access are to provide their MyTCC username to the PAPC chair for the purpose of providing access.
- iii. **Purpose:**
  1. Advises the president on college-wide matters, particularly in the college’s annual and strategic planning process.
  2. Handles the ongoing assessment of the governance system and oversees the creation of new committees.
  3. Makes assignments to standing committees as needed.
  4. Reports to the President.
    - a. PAPC Chair DiCalogero will share highlights and approved minutes when meeting with President Conston.
- iv. **Charges:**
  1. **Educate the College on the shared governance structure:** The membership discussed strategies for educating the College on the structure and function of shared governance. Members agreed to ask their committees/constituencies to explain the difference between governance committees and constituent groups in order to raise awareness of the need for education. Other strategies discussed included prioritizing outreach to the President’s Cabinet, taking advantage of convocation to reach a broad audience, providing updates via the website, creating a timeline for educating various groups, and leveraging educational efforts to highlight governance accomplishments and enhance recruiting efforts. Members are asked to view Dr. Bovee’s governance video and provide feedback.
  2. **Review for currency the governance committees’ by-laws, memberships, and meeting minutes, and ensure they are up-to-date and accurate:** Members are asked to review their respective governance website for accuracy and completeness. Use the form linked as “Website Update” found under the Technical Support section of the Faculty-Staff page on the TCC website to request updates.

#### b. Secretary: No report.

### 4. Governance Reports: please review submitted reports for additional information.

- a. **Curriculum Committee:** The report was given by Chair Tom Siegmund on behalf of the Curriculum Committee.

- b. **Distance Learning and Technology Committee:** The report was given by Chair Ané Pearman on behalf of the Distance Learning and Technology Committee.
    - i. Following the report, PAPC Chair DiCalogero asked chairs of faculty committees and the senate to survey membership about interest in faculty web pages.
  - c. **Faculty Professional Development Committee:** see the submitted report.
  - d. **General Education Committee:** The report was given by Chair Dr. Lara Tedrow on behalf of the General Education Committee.
  - e. **Global and Intercultural Learning Committee:** The report was given by Chair Dr. Sandra Bryant on behalf of the Global and Intercultural Learning Committee.
  - f. **Instruction Committee:** The report was given by Co-Chair Mike Blankenship on behalf of the Instruction Committee.
  - g. **Internal Relations Committee:** The report was given by Chair Mary Apperson on behalf of the Internal Relations Committee.
  - h. **Student Success Committee:** see the submitted report.
  - i. **Workforce Solutions Committee:** The report was given by Chair Anthony Fontes on behalf of the Workforce Solutions Committee.
  - j. **Reports from Subcommittees:** no reports.
5. **Constituent Reports:**
- a. **Administrative Association:** no report.
    - i. PAPC Chair DiCalogero will survey administrators for interest in leading a revitalization of the Administrative Association. Workforce Solutions Chair Fontes will locate Administrative Association bylaws.
  - b. **Classified Association:** The report was given by Chair Jill Hartney on behalf of the Classified Association.
  - c. **College Faculty Senate** The report was given by Chair Dr. Tiffanye Sledge on behalf of the College Faculty Senate.
  - d. **Student Federation:** no report.
6. **New Business:** no new business.
7. **Action items:**
- a. Members are asked to verify access to the agenda, and those without access are to provide their MyTCC username to PAPC Chair DiCalogero for the purpose of providing access
  - b. Review the following video on shared governance created by Dr. Bovee. Please share feedback with PAPC Chair DiCalogero or at the October meeting. Video password is papc2021!  
<https://vccs.zoom.us/rec/share/M747uPYFilyvTfBLEBxoPHiG38ygeCIB2dtaC1h5CsmbSFRWsUHSMgUax-n0f4g.GF35QtnL7uoTrEwe?startTime=1617219761000>

- c. Members are requested to ask their committees/constituencies to explain the difference between governance committees and constituent groups in order to raise awareness of the need for education.
- d. Each chair is asked to review their governance/constituency groups web pages. Focus should be on updated/correct membership, ensuring posted by-laws are the most current ones and that minutes are up-to-date.
- e. Members are asked to review their listing on the PAPC web page for accuracy, for example if you hold a doctoral degree and you are listed without it. Notify PAPC Chair DiCalogero of needed revisions.
- f. Governance chairs are asked to review by-laws to determine if either an academic advisor or counselor could fulfill the role traditionally assigned to a counselor. The college has moved away from hiring faculty-ranked counselors to academic advisors and these advisors do much of the same work as counselors and should be considered to fulfill these positions on governance groups.
- g. Chairs of faculty committees and the College Faculty Senate are asked to survey membership about interest in faculty web pages.
- h. Next meeting is scheduled for Thursday, October 28th @ 2 pm on Zoom.

**8. Items from the Floor:**

- a. Vice President for Academic Affairs Dr. Woodhouse shared that TCC was awarded a Title III grant for 2 million dollars over five years, the first award since 2011. The grant will focus on faculty advising, tutoring, and a bridge program focused on student success.

**9. Adjournment:** The meeting was adjourned at 3:15 PM.

## Appendix A - Governance Committee Reports

### Curriculum Committee

Meeting Date	
Attendees	
Charges	
Summary	

### Distance Learning and Technology Committee

Meeting Date	17 Sep 2021 (3rd Thursdays at 12:00pm-1:30pm)
Attendees	<p>John Morea (Admin Liaison), Ané Pearman (Chair/PAPC 1), Judy Gill (Vice Chair/ ESM), Bethany Wright (co-secretary/ Librarian), Beth Callahad (co-secretary/ EAR), Leah Hagedorn (SS&amp;E), Lisa Whitaker (Health Professions), Jennifer Hopkins (PPS), Iris Wang (Acad Aff - DL), Michele Marits (PAPC 2), Norris McClain (PAPC 3), Christina Felder (Stu Service Rep), Nancy Prather-Johnson (Dean), Rashad Ridley (OIS), Sarah Stevenson (A&amp;H).</p> <p>Non attending: Kim Perez (BCIT) and Richard Dyer (M&amp;T), Diane Graham (will be replaced by Heather Brown in Oct), Chris Whiney (student rep).</p>
Charges	<ol style="list-style-type: none"> <li>1. Review add on software for Canvas: Harmonize, TurnIt In e.g.</li> <li>2. Review remote proctoring contracts</li> <li>3. Classroom technology needs assessment</li> </ol> <p>Subcommittee created to address feasibility of faculty webpages but not a formal charge for the DLTC as this does not fall under our purview.</p>
Summary	<p>We discussed the merger of OLC and CTLTC committees into a single DLTC to address learning technology needs college wide (on campus and online). Effective initial meeting, created charges and subcommittees as well as staffed all subcommittees. Action items assigned to Dean Prather-Johnson and Ané Pearman for follow up in October. Inviting Heather Brown to present Harmonize to the committee for review.</p> <p>Open Business: Membership vacancies - Maritime and Skilled Trades faculty rep, student rep and college-wide counselor/adviser.</p>

	<p>Topic: DLTC</p> <p>Time: Sep 17, 2021 12:00 PM Eastern Time (US and Canada)</p> <p>Every month on the Third Fri, 8 occurrence(s)</p> <p>Sep 17, 2021 12:00 PM</p> <p>Oct 15, 2021 12:00 PM</p> <p>Nov 19, 2021 12:00 PM</p> <p>Dec 17, 2021 12:00 PM (under discussion)</p> <p>Jan 21, 2022 12:00 PM</p> <p>Feb 18, 2022 12:00 PM</p> <p>Mar 18, 2022 12:00 PM</p> <p>Apr 15, 2022 12:00 PM</p> <p>Monthly:  <a href="https://vccs.zoom.us/join/https://vccs.zoom.us/meeting/tZEvdO2gpj0iH9UEmy90DPAgUPtMfiFoIMVf/ics?icsToken=98tyKuGtrDguEtyTuByGRpwMAIjCLPzxiCFHgvpouRL8WnB3UiLxA9JWH7RzNtf5">https://vccs.zoom.us/meeting/tZEvdO2gpj0iH9UEmy90DPAgUPtMfiFoIMVf/ics?icsToken=98tyKuGtrDguEtyTuByGRpwMAIjCLPzxiCFHgvpouRL8WnB3UiLxA9JWH7RzNtf5</a></p> <p>Join Zoom Meeting</p> <p><a href="https://vccs.zoom.us/j/85234886851">https://vccs.zoom.us/j/85234886851</a></p> <p>Meeting ID: 852 3488 6851</p> <p>Passcode: 116215</p>
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### Faculty Professional Development Committee

Meeting Date	9/21/2021
Attendees	
Charges	<p>1. Support the continued revival of Tidewater Community College Batten Fellowship and the Ad Hoc Selection Committee by hosting a workshop to solicit strong applications and ensure a competitive fellowship process and providing guidance for current Batten Fellow to meet fellowship requirements</p>

	<p>and scheduled timeline goals.</p> <ol style="list-style-type: none"> <li>2. Organize, promote, and provide direct support for the Learning Institute and Faculty Development Day.</li> <li>3. Act as the Faculty Academy advisory committee.</li> <li>4. In partnership with the Faculty Professional Development Committee and the Director of Institutional Equity, Diversity, and Inclusion, develop and implement professional development focused on DE&amp;I pedagogical strategies at Faculty Academy.</li> <li>5. Collaborate and build relationships with local, regional, and/or statewide professional development groups to extend opportunities to faculty.</li> <li>6. Analyze access to professional development opportunities for dual enrollment faculty and provide recommendations for improvement if needed.</li> <li>7. Create an evaluation for Faculty Academy participants.</li> <li>8. Research and begin to develop Faculty Learning Communities to nurture collaboration, mentorship, and innovation.</li> </ol>
<p>Summary</p>	<p>Wrote new charges.  New Faculty Academy Orientation held August 27th  Batten Fellowship- working to get a call for proposals out for this academic year  Began planning theme and topics for 2022 Learning Institute  Learned about a new badging system for tracking PD, Badger</p>

**General Education Committee**

<p>Meeting Date</p>	<p>9/10/21</p>
<p>Attendees</p>	<p>Lara Tedrow, Sandra Bryant, David Kiracofe, Natasha Flipinski, Elizabeth Harris, Debra Duffy and Jennifer Ferguson</p>
<p>Charges</p>	<p>Conduct review of courses in Social Sciences and make recommendations for continuance as general education transfer electives for the College.</p> <p>Utilize institutional data to make recommendations regarding general education course usage.</p> <p>Vet new classes that are part of TransferVA on a rolling basis</p>

Summary	Charges were considered and approved; review scheduled was presented; and membership issues were discussed
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### Global and Intercultural Learning Committee

Meeting Date	9/28/2021
Attendees	Marilyn Castro, Gabriella Toletti, and Sandra Bryant
Charges	<ul style="list-style-type: none"> <li>· Review of By-Laws</li> <li>· Study Abroad Program Sustainable Model</li> <li>· Collaboration of Global Activities with HR Based Organizations, ESL and Student Services</li> <li>· Collaboration with Co-Curricular Committee on International Event development and coordination</li> </ul>
Summary	<p>Meeting as scheduled conflicts with participation by multiple members. Therefore, we will need to solicit new members via email to PAPC for distribution. Members impacted have asked to continue to be advised of committee's work to participate when possible.</p> <p>Review of By-Laws was suggested to update membership titles due to changing organizational environment.</p> <p>Draft of Study Abroad Program is available for review. Due to limited attendees for feedback, Dr. Toletti was asked to provide an overview by bullet points for the minutes and prepare for presentation of the draft at the next meeting.</p> <p>Collaboration with local organizations has been limited due to lack of in-person activities regionally. GILC will reach out to the following groups for collaboration efforts –Virginia Sister Cities Association for regional groups, and NATO Festival. On campus groups identified are ESL faculty and students, and Student Services.</p> <p>For the Hispanic Heritage Month activities, GILC collaborated with other groups for the presentation by Dr. Juan Ferriera for Thursday, September 30 at 4p.</p>

### Instruction Committee

Meeting Date	September 3, 2021
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Attendees	Co-chair Michael Blankenship (English-C), Co-chair Debra Dart (Information Systems-B), Sydney Gordon (Libraries-B), Thomas Slopnick (History-B), Lisa Carter (Business Management-B), Angela Slaughter (Business Management-B), Jennifer Ferguson (), Steve Litherland (District)
Charges	<p>Proposed Charges (To be voted on October 1, 2021)</p> <ol style="list-style-type: none"> <li>1. Facilitating Program outcome revisions: Provide examples of how to evaluate program outcomes.</li> <li>2. Facilitate review of the Quantitative Literacy rubric and make revisions that align with the college's new General Education Assessment Plan and associated learning outcomes.</li> <li>3. Develop and maintain content pertaining to instructional effectiveness for inclusion in the Instructional Resource Repository (this is ongoing)</li> <li>4. Creating library resources (navigating Canvas) and placing somewhere on the modules and/or syllabus to help improve information literacy. <b>New charge</b></li> </ol>
Summary	<p><b>I. Open Business –</b></p> <p><b>A. GEA Plan and Report</b></p> <p>GEA Plan update ~ the Quantitative Literacy needs to be completed by the end of the Academic year – March include faculty, April complete revisions, and May complete to post for the next academic year.</p> <p><b>B. Membership</b></p> <p>Committee membership – need membership from Mathematics, Science, and Engineering Pathways and Maritime Trades</p> <ol style="list-style-type: none"> <li>a. PACP Chair recommendation to avoid more than 2 for Business &amp; Computer/IT Pathway</li> <li>b. Professor Roberts showed interest in the IC, but will check to see if still interested</li> <li>c. 2 dean positions</li> </ol> <p><b>II. New Business</b></p> <p><b>A. Meeting Times for the 2021-2022</b></p>

	<p>October meetings have an action plan for the committee.  IC discussed meeting times and decided to examine times as the semester goes along due to potential conflicts with other governance committees.</p> <p><b>B. Quantitative Literacy Rubric Review</b></p> <p><b>III. Next Meetings</b>  2021-2022 Academic Meeting Dates. Location: Zoom for Fall semester (Face-to-face TBD for Spring 2022)</p> <p>October 1 (Zoom), November 5 (Zoom), December 3(Zoom), January 7 (TBD), February 4 (TBD), March 4 (TBD), April 1 (TBD), May 6(TBD).</p>
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**Internal Relations Committee**

Meeting Date	9/16/2021
Attendees	Diane Graham, Novella Briggs, Bobby Bennett, Faith Watrous, Davine Faulks-Brayboy, Sandra Bryant
Charges	
Summary	<p>Chairman Apperson called the meeting to order at 2:06p.</p> <p>By-Laws</p> <p>After reviewing the Committee By-Laws, an update is warranted. The following items were identified as a result of individual review of the Committee:</p> <ol style="list-style-type: none"> <li>1. Membership <ol style="list-style-type: none"> <li>a. Remove elected language for membership</li> <li>b. Add capacity for Proxy Voting</li> <li>c. Remove Minute Development deadlines</li> </ol> </li> </ol>

2. Purpose

- a. Updating language to truly reflect activities and charge of the Committee
- b. Chair will share language from TCC Staff for review

Service Awards Report

Following review of this information, the following items were identified by the Committee:

- 1. Service Award program for Administrative, Classified, Staff and Hourly employee's comparability with Faculty Award program.

Items from Committee Members

The following items were identified by the Committee:

- 1. Revamp Staff Award Program
- 2. DEI and Strategic Plan communicated how efforts for inclusion will be forthcoming
- 3. Equity throughout the college in terms of communication channels, awards and behaviors
- 4. Resources (technology, printers, ink, etc.) to assist employees when working from home
- 5. Storm Mascot – is it time to return!
- 6. Rewarding employees consistently – application of the Extraordinary Contributor Award
- 7. Establishing a Community Forum/Blog – similar to social media sites for those who love this or that as a means to communicate, educate and answer questions

Chair reminded the group that documents would be shared and Homework forthcoming.

The meeting adjourned at 3:15pm

Meeting Date	
Attendees	
Charges	
Summary	

### Workforce Solutions Committee

Meeting Date	9/21/2022
Attendees	<p><b><u>Workforce Staff</u></b></p> <ul style="list-style-type: none"> <li>▪ VP Tamara S Williams tswilliams@tcc.edu</li> <li>▪ Corporate Solutions- Laura W Hanson lhanson@tcc.edu</li> <li>▪ Open Enrollment- Lisa Peterson lpeterson@tcc.edu</li> <li>▪ WFS GC Chair &amp; Veterans' Programs- Anthony Fontes afontes@tcc.edu</li> <li>▪ Job Skills Training Program- Kodi Fleming kfleming@tcc.edu</li> <li>▪ Executive Assistant WFS Leona Davis-Daniels LDavis- Daniels@tcc.edu</li> <li>▪ WFS Office Manager Adrian Baker adbaker@tcc.edu</li> </ul> <p><b><u>Academic Committee Member's updates</u></b></p> <ul style="list-style-type: none"> <li>· Assistant Professor of Human Services Ivory Warren iwarren@tcc.edu</li> <li>· WFS GC Secretary, Library Specialist 1 Pamela Cheek pcheek@tcc.edu</li> <li>· Apprenticeship Institute Program Coordinator Maritime &amp; Skilled Trades Karen Miller <a href="mailto:kmiller@tcc.edu">kmiller@tcc.edu</a></li> </ul>

	<ul style="list-style-type: none"> <li>· Dean Business, Computer Science &amp; IT Nancy Prather-Johnson <a href="mailto:nprather@tcc.edu">nprather@tcc.edu</a></li> <li>· Lead Counseling Meredith Pollard <a href="mailto:mpollard@tcc.edu">mpollard@tcc.edu</a></li> <li>· Educational Accessibility Beth A. Callahan <a href="mailto:bcallahan@tcc.edu">bcallahan@tcc.edu</a></li> <li>· Manager Career Services Center Babi Brock <a href="mailto:bbrock@tcc.edu">bbrock@tcc.edu</a></li> <li>· Adjunct Faculty Holly Duckett <a href="mailto:hduckett@tcc.edu">hduckett@tcc.edu</a></li> </ul>
Charges	<ol style="list-style-type: none"> <li>1. <b>Marketing Workforce Programs (Branding)</b> <ol style="list-style-type: none"> <li>1. Work with the Workforce Solutions Committee to establish an effective marketing process to brand and promote workforce programs and training opportunities throughout TCC’s service area.</li> </ol> </li> <li>2. <b>Collaboration between WFS and Academics</b> <ol style="list-style-type: none"> <li>1. Develop a subcommittee that effectively and efficiently creates, manages and maintains a seamless process for student to transition between non-credit certificates and certifications to TCC's credit courses and pathways. This subcommittee at a minimum will have members form Advising and Counseling, Faculty and Instruction, Workforce Solutions and Student Services.</li> </ol> </li> <li>3. <b>Cross Walking Certifications to Academic Credits (Non-Credit to Credit)</b> <ol style="list-style-type: none"> <li>1. Work with the Workforce Solutions Committee and Pathway Deans and continue to develop procedures to cross-walk noncredit courses and training into advance standing (credit for non-credit training) opportunities for TCC students and ensure adherence to SACSCOC Principles of Accreditation; in particular Comprehensive Standard 3.4.8 – Noncredit to Credit. Update Subcommittee members of any updates or changes.</li> </ol> </li> <li>4. <b>External Strategies that Guide WFS Goals</b> <ol style="list-style-type: none"> <li>1. Continue to monitor local, state, and federal labor data/strategies and use that data to develop programs and training that lead to certificate/certifications that enhance the local pipeline to employment, promotion for employee and regional stability. Foster relationships with local and state agencies, associations, employer partners and local economic</li> </ol> </li> </ol>

	<p>and development offices from each surrounding cities/community in the TCC service area.</p> <p>5. <b>Ongoing Evaluation of Workforce Programs</b></p> <ol style="list-style-type: none"> <li>1. Effectively evaluate and monitor all workforce programs and maintain relevance with workforce solutions efforts to grow and develop pipelines for employees and employers within TCC's service area.</li> </ol>
Summary	<p>Welcome the team back;  Workforce overview of current, new, and upcoming programs.  Team members updated their respective areas  In the process of updating bylaws  Discussed the needs of local employers and occupations that are in high demand.  Discussed continuing to crosswalk credit/non-credit and pathways</p> <p><b><u>Meeting Dates for 2021- 2022</u></b></p> <ol style="list-style-type: none"> <li>1. <b><u>September 21, 2021 at 1pm-2:30pm</u></b></li> <li>2. <b><u>October 18, 2021 at 1pm-2:30pm</u></b></li> <li>3. <b><u>November 15, 2021 at 1pm-2:30pm</u></b></li> <li>4. <b><u>December 6, 2021 at 1pm-2:30pm</u></b></li> <li>5. <b><u>January 17, 2021 at 1pm-2:30pm</u></b></li> <li>6. <b><u>February 21, 2021 at 1pm-2:30pm</u></b></li> <li>7. <b><u>March 21, 2021 at 1pm-2:30pm</u></b></li> <li>8. <b><u>April 18, 2021 at 1pm-2:30pm</u></b></li> <li>9. <b><u>May 9, 2021 at 1pm-2:30pm</u></b></li> </ol>

## Appendix B - Constituency Groups Reports

### Administrative Association

Meeting Date	N/A
Attendees	N/A
Summary	NOT CURRENTLY FUNCTIONAL

## Classified Association

Meeting Date	9/3/2021
Attendees	<a href="#">Jill Hartney</a> , Leona Davis-Daniels, Larissa Reed, <a href="#">Sharon Braziel</a> , Paula Wood, Davine Faulks-Brayboy, Gia Lawrence
Summary	<p><b>Date:</b> Friday, 9/3/21</p> <p><b>Time:</b> 10:30 am</p> <p><b>Place:</b> via Zoom</p> <p><b>Attendance:</b> Jill Hartney, Leona Davis-Daniels, Larissa Reed, Sharon Braziel, Paula Wood, Daye Faulks-Brayboy, Gia Lawrence</p> <p><b>Special Guest:</b> Daye Faulks-Brayboy</p> <p><b>Call to order:</b> The meeting was called to order by Jill Hartney, Chair, with enough members present for quorum.</p> <p><b>Minutes:</b> The minutes of the August 6<sup>th</sup> meeting were approved as presented.</p> <p><b>Outstanding Business</b></p> <ul style="list-style-type: none"><li>Classified members will be brainstorming ideas for another mini event that could take place before the next mini-event on December 3, 2021</li><li>Next mini-event will take place on December 3, 2021 – Steve Gilliland, Making a Difference</li></ul> <p><b>Classified Professional Development Fund update:</b></p> <p>FY22 Budget: \$89,500</p> <p>Requested Amount: \$13,100.40</p> <p>% Allocated: 14.6%</p> <p>Amount Paid out: \$239.00</p> <p>Unallocated Budget: \$76,399.60</p> <p><b>New Business</b></p> <ul style="list-style-type: none"><li>Jill was the only member to speak on the Motivational Clips discussion, though they are beneficial, they are not cost efficient and lack diversity.</li></ul>

	<p>Instead, free motivational clips on YouTube will be utilized.</p> <ul style="list-style-type: none"> <li>· Our next mini-event is scheduled for Dec. 3, 2021 with Steve Gilliland, “Making a Difference.” The order was put in and it is fully approved, Christie will take care of other related inquiries when she returns.</li> <li>· CSA Proposal on Academy: its mission is to establish more support for wage employees. VCCS does not offer benefits or financial support to wage staff so they cannot be awarded the same PD Funds as classified full-time employees. To bridge this opportunity gap, a new “academy” is in the works. Chair asked if anyone wants to make a motion that the Classified Association begin the process of developing a conceptual framework to establish a Classified Staff Professional Development Academy similar to that as the New Faculty Academy. Leona made the first motion. Larissa seconded the motion and it was passed. Formation of the framework to begin soon.</li> <li>· Possible recruitment for assemblies on each campus.</li> </ul> <p><b>Campus Reports</b></p> <ul style="list-style-type: none"> <li>· No Campus Reports</li> </ul> <p><b>Next Meeting:</b> October 1, 2021 10:30 a.m.</p>
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### College Faculty Senate

Meeting Date	September 2, 2021
Attendees	To be updated once minutes are approved at next meeting
Summary	<p>An initial motion was brought: Be it resolved that the Faculty Senate of Tidewater Community College opposes the program prioritization process moving ahead during fall 2021. Questions persist regarding the execution of this process. Several issues need to be addressed before the process can move forward in an objective, meaningful, and fair manner.</p> <ul style="list-style-type: none"> <li>• Discussion ensued. The main points of concern were: rushed timeline with current working conditions and numerous college initiatives, missing data, incomplete rubric designed for CTE, not other programs, missing norming piece, inability to upload data.</li> </ul>



- Motion did not pass

A motion was brought from the floor to address aforementioned concern: Be it resolved that the Faculty Senate of Tidewater Community College requests the program prioritization process be postponed until Spring of 2022. Several issues need to be addressed before the process can move forward in an objective, meaningful, and fair manner, including:

1. Insufficient timeline for data collection and synthesis. Needed data is not currently available from OIE.
2. Evaluator training in late July did not achieve norming of the rubric. Inconsistencies observed with rubric include no benchmarks for measurement and subjective language. Parts of rubric request qualitative measurement of quantitative data.
3. Communication and support received from pathway deans and affected faculty has not been consistent. Roles and responsibilities of Deans and Faculty need to be made clear.
4. This process is set to continue through fall 2024. These issues should be resolved prior to any programs being evaluated to ensure a consistent and fair process.

*Motion passed unanimously*

Offline Update: Dr. Woodhouse provided an initial informal response including organizing information and working sessions for Program Heads currently going through the Program Prioritization process. Dr. Woodhouse pushed the deadline again due to concerns regarding the delayed access to data and other specific areas of concern centered around communication, norming, etc. Because so many other institutional initiatives are dependent on this work, however, the deadline could not be pushed significantly and is set for October 15. No evaluations will take place in September as originally planned.

Dr. Woodhouse provided an official response on September 24, 2021 each provision in the motion.

Other updates:

- Several campuses are concerned about tutoring services
- Concerns about the breadth of the new Transfer VA info for faculty and the depth of the portal for students (numerous choices)
- Concerns regarding eating and drinking in the classrooms (possibly to avoid masking)
- PD funding increased by \$500 FOR FT Faculty and \$250 for Adjunct Faculty effective immediately (approved by senate offline)
- College-wide Faculty Senate Meetings 2021-2022 (meeting virtually via Zoom unless/until updated; hosting campuses listed below):
  - September 2, 2021 - 2 pm Norfolk Campus

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|  | <ul style="list-style-type: none"><li>○ October 7, 2021 - 2 pm Portsmouth Campus</li><li>○ November 4, 2021 - 2pm Virginia Beach Campus</li><li>○ December 2, 2021 - 2 pm Chesapeake Campus</li><li>○ February 3, 2022 - 2 pm Norfolk Campus</li><li>○ March 3, 2022 - 2 pm Portsmouth Campus</li><li>○ April 7, 2022 - 2 pm Virginia Beach Campus</li><li>○ May 5, 2022 - 2pm Chesapeake Campus</li></ul> |
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*NOTE: The campus that holds the final meeting of the academic year hosts the first meeting of the next academic year, campuses follow in alphabetical order.*