

# FACULTY SENATE MEETING MINUTES

September 15, 2023

Faculty Senate Chair: <b>Rick Bullis</b>	Faculty Senate Chair-elect: <b>Jinger Doe</b>	Past Chair <b>Amy Cavanaugh</b>
Executive Committee member, Academic Standards and Assessment Chair <b>Jon Lau</b>	Executive Committee member, Curriculum Review Chair <b>Katie Kolbet</b>	Executive Committee member, Professional Standards Chair <b>Karen Wikander</b>
Executive Committee member, Salary, Benefits and Budget Chair <b>Bradley Summerhill</b>	Administrative Faculty Committee Chair <b>Ben Davis</b>	Learning Commons Committee Chair <b>Fred Lokken</b>
Part-Time Faculty Committee Chair <b>Edwin Lyngar</b>	Recognition & Activities Committee Chair <b>Tara Connolly</b>	WebCollege Faculty Advisory Committee Chair <b>Frank Amankonah</b>
Senators At-Large: <b>Amber Burroughs Tara Connolly Ben Davis Katie Paul</b>	Senator for Allied Health: <b>Julie McMahon Rori Wilkis</b>	Senators for Technical Sciences: <b>Jeremy Coggin Kelly Oswald</b>
Senators for Biology: <b>Laura Briggs Jon Lau</b>	Senators for English: <b>Martha Johnson-Olin Joe Sanpietro</b>	Senators for History, Political Science & Law: <b>John Kemp Dustin Moore</b>
Senators for Humanities: <b>Gabriel Chavez Nancy Faires</b>	Senators for Math: <b>Frank Amankonah Lars Jensen</b>	Senators for Physical Sciences: <b>Dan Loranz Michael Leonard</b>
Senators for Social Sciences: <b>Marynia Giren-Navarro Joylin Namie</b>	Senators for Visual and Performing Arts: <b>Ron Marston Ted Owens</b>	Senators for Part-Time Faculty: <b>Cara Dopf Gus Stuart</b>
Classified Council Representative <b>Jennie Allan</b>	Student Government Representative <b>Brayson Gomez</b>	

**Absent:** Gus Stuart

**Guests:** YeVonne Allen, Amber Anaya, Melissa Deadmond, Anne Flesher, Dan Hooper, John Hughes, Crista Jorgensen, Kate Kirkpatrick, Brianne Lee, Jim New, Natalie Russell, Mike Peyerl, Nicole Scollard, Kim Studebaker, Itzel Woolpert

**The meeting was called to order at 12:30 p.m.**

## Chair's Report – Rick Bullis

Faculty Senate Chair Rick Bullis opened his report with meeting protocols and requested senators to provide a report to their constituents. One of Rick's goals is to increase communication across the campuses.

### Board of Regents (BOR) updates:

System Senate Chairs serving on the following BOR committees are:

William Robinson (UNLV) and Patrick Villa (CSN)

BOR Salary Increase Committee

Rick also reported disability insurance has been approved by the BOR, Patty Charlton is our new interim Chancellor, and Juneteenth is an official holiday.

**Reminders and informational items:** Annual plans are due September 21 and are to be sent directly to Deans or Directors. Deans Ellsworth, Williams, Flesher, and Russell will be evaluated this Fall. A survey will be sent by the Faculty Senate Office. Nevada State College is now officially Nevada State University. The Faculty Evaluations Committee and Annual Performance Rating Appeals Committee (FEC / APRAC) will be forming in October.

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## Past Chair's Report: Amy Cavanaugh

Past Chair Amy Cavanaugh reported on updates from the June 9 BOR Meeting. The Regents discussed whether IPEDS is the best measure when institutional metrics are presented. The Disability Resource Center completed their audit with no issues found. Commencement will be on May 10, 2024. Eleven percent COLAs for FY 25 have not been approved yet. Districts will be redrawn as Regents term out. The NSHE constitutional vote will be on the ballot once again.

Amy also reported updates from IT. There are 40 hotspots for students needing internet, IT kiosks are located at other TMCC locations, and a new chat feature has launched to assist students.

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## Administrative Report: Karin Hilgersom, TMCC President

Dr. Karin Hilgersom reported on the salary schedule placement and the Equity Study discussed at the September BOR Meeting. NSHE has created salary schedules for the system office and as recommendations to the institutions. Institutions may have a "shadow schedule". TMCC cannot go below the minimum placement but can have our own placement which may be higher than NSHE's minimum placement. This would be beneficial to departments such as Nursing. The Equity Study is done. Qualifying employees will be retroactive to July 1 and Human Resources is nearly done completing their work. They are striving to be finished by the October 1 paycheck. The three items Administration are reviewing is minimum placements, compression, and the surrounding state's markets. Dr. Hilgersom invited Nicole Scollard present the preliminary recommendation. Nicole provided a brief overview of the process and results to date.

The Summer Energy Savings Program totaled \$21,289 with predictions for more savings next Summer. The AI Taskforce has begun their work and will focus on Generative AI. The Math and Physical Sciences Division have been awarded a National Science Foundation Grant of \$1.6 M.

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## Budget and Finance Update: Mike Peyerl, Vice-President of Finance and Government Affairs

Vice President Mike Peyerl provided a brief update to the Senate body. A budget book has been completed along with budget to actuals for the first two months of the fiscal year. Scenarios are also being created in preparation for the 11% COLA to be recommended to NSHE.

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## Mid-Tenure Review

Faculty Senate Chair Rick Bullis notified the Senate that tenure applicants are entitled to a mid-tenure review if they wish per [Title 4, Chapter 3, Section 4.7 of the Board of Regents Handbook](#).

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## Senate Representation ad hoc Committee

Faculty Senate Chair Rick Bullis noted our current composition and method and called for volunteers to be on the ad hoc committee. He noted issues such as over and under representation in some areas and how to better represent all departments in the Faculty Senate. Please contact Jinger Doe at [jdoe@tmcc.edu](mailto:jdoe@tmcc.edu) if you would like to be on this adhoc committee.

## Approval of the May 12, 2023 Minutes

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**Motion:** To approve the Faculty Senate Minutes for May 12, 2023.

**Movant:** Senator Ron Marston

**Second:** Senator Joe Sanpietro

**Vote:** Motion passed with 22 ayes, 2 abstentions.

## Approval of 9/15/23 Agenda

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**Motion:** To approve the September 15, 2023 Faculty Senate Agenda.

**Movant:** Senator Ron Marston

**Second:** Senator Tara Connolly

**Vote:** Motion passed with 23 ayes.

## Consent Agenda

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**Motion:** To approve the September 15, 2023 Consent Agenda.

**Movant:** Senator Ron Marston

**Second:** Senator Jon Lau

**Vote:** Motion passed with 22 ayes.

## Chair-Elect's Report – Jinger Doe

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Chair-Elect Jinger Doe provided some division updates. In Liberal Arts, "The Meadow", TMCC's literary publication, is out and new music recording classes and skills certificates are being offered. In Business and Social Science, the Business Fast Track pilot is going well. In Life Sciences, Allied Health and Public Safety; The Ag Science Transfer Degree is working through the NSHE system nicely. The Wildlife Technician Skills Certificate is also going well. The Deans will be hosting a mimosa and snack area at the upcoming TMCC Tailgate Party.

## Administrative Report: Office of the Vice President of Academic Affairs –Melissa Deadmond

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Dr. Melissa Deadmond provided today's report. Pack Back hosted a [webinar](#) to preview its new writing lab. The lab will be accessible for students in Canvas soon. E2E Achieve training has begun. This software replaces Starfish. Implementation will begin with a test cohort mid-semester. Annual Plans are due September 21 and are submitted to your director or dean. The Professional Standards Committee is working to revise the forms to match the new NFA Contract. Faculty Senate leadership will update their webpages.

## Meeting Modality for Senate Meetings

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There has been interest to meet face-to-face for Faculty Senate. Senate Chair Rick Bullis wanted to find out the will of the Senate. He outlined some pros and cons and sought a motion and a second in order to begin discussion.

Chair-Elect Jinger Doe moved and Senator Jon Lau seconded to return to face-to-face/hybrid Faculty Senate Meetings. The motion passed with 16 ayes, 9 nays.

## Proposed Bylaw Changes, First Read

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The Senate reviewed a first reading of a Faculty Senate Bylaw change to include the Administrative Faculty Committee Chair in the Executive Board. Senator Jensen suggested striking the last sentence in section H. Senate Chair Rick Bullis

noted Administrative Faculty do not receive release time. Senator Marston noted it is possible the chair of that committee could be an Academic Faculty Member in the future. At-Large Senator and Administrative Faculty Committee Chair Ben Davis noted Senator Marston had a good point and at this time it is not an issue. Senate Chair Rick Bullis offered to speak with the VPAA to get additional release time in the future. Rick will report back to the Senate on this issue in October. NFA President Jim New supports adding Administrative Faculty and suggested a MOU if Administration is agreeable. This item will have a second read at the October 2023 Faculty Senate Meeting.

## Proposed Bylaws Change (Article VI) – First Read

**6.1** – The Executive Board of the Senate shall consist of the following members of the Senate: the Faculty Senate Chair; the Faculty Senate Chair-Elect; the Past Senate Chair; the Academic Standards and Assessment Chair; [the Administrative Faculty Chair](#); the Curriculum Review Chair; the Salary, Benefits, and Budget Chair; and the Professional Standards Chair.

H. The Senate Executive Board members, including the Faculty Senate Chair; the Faculty Senate Chair-Elect; the Academic Standards and Assessment Chair; [the Administrative Faculty Chair](#); the Curriculum Review Chair; the Salary, Benefits, and Budget Committee Chair; and the Professional Standards Chair, [will receive compensation for their Faculty Senate Executive member duties. Compensation should be arranged between the Executive Board member and their Associate Dean, their Dean, their Director, or their College President. Compensation may include a reduced load, a stipend, or overload pay \(at the current part-time rate\). ~~Compensation approval shall be at the discretion of the Executive Board Committee member.~~](#)

## Standing Committee Reports

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### **Academic Standards and Assessment Committee – Jon Lau**

The subcommittees for the Communication GELO and Rubric and the People and Cultural Awareness GELO and Rubric are underway. STEM representation is wanted on the People and Cultural Awareness subcommittee. Please contact Martha Johnson-Olin if you are interested. The committee next meets October 13, 2023.

### **Administrative Faculty Committee – Ben Davis**

The committee met this morning, reviewed items from last year and discussed ongoing topics such as Performance Evaluations, discussed salary policies for Administrative Faculty. The committee next meets October 20, 2023.

### **Curriculum Review Committee – Katie Kolbet**

The deadline for new courses and program revisions is October 27, 2023 for the November meeting of the committee. The committee next meets October 6, 2023.

### **Learning Commons Committee – Fred Lokken**

A subcommittee has been approved for the Tutoring and Learning Center. The Learning Commons Committee is looking for volunteer presenters for the Monster Panel. The committee next meets October 5, 2023.

### **Part-Time Faculty Committee – Edwin Lyngar**

The committee is working towards pay for Part-Time Faculty developing professional development sessions geared for Part-Time Faculty and compensation for campus meetings. The committee is looking at recognition of long-time part-time faculty. Nominations for Part-Time Faculty are coming soon. The committee next meets October 13, 2023.

### **Professional Standards Committee – Karen Wikander**

The Special Hearing Committee Pool has been approved and the committee reviewed and approved changes to the Annual Plan form. The changes will come to the October Faculty Senate Meeting. The committee will also review student

evaluations to include relevance to online courses and inequity issues when asking students to evaluate. The committee next meets September 22, 2023.

### **Recognition and Activities – Tara Connolly**

Twenty-six Career Champions were recognized during the Fall Kick Off. Professional Employee of the Month awardings will be happening. People, Pets, and Pumpkins will be returning in October. The committee next meets October 5, 2023.

### **Salary, Benefits and Budget Committee – Bradley Summerhill**

The committee will send a salary faculty survey to find areas of consensus in order to make progress on salary enhancement that is within TMCC's budgetary control. The committee next meets September 22, 2023.

### **WebCollege Faculty Advisory Committee – Frank Amankonah**

The committee motioned to allow faculty to delete or reset their Canvas Course and also discussed online access. The committee next meets October 13, 2023.

### **Student Government Association (SGA) – Brayson Gomez**

No report was given.

### **Classified Council – Jennie Allan**

The Classified Council Employee of the Month will be awarded soon and the council is working on ideas for Summer Symposium.

## **Old Business**

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Senator Lars Jensen mentioned a Promotion Committee per the NSHE Handbook. Senate Chair Rick Bullis reminded the Senate this issue has been sent to the Professional Standards Committee.

## **New Business**

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Other items from Senator Lars Jensen: list the revision date of all TMCC Faculty webpages, the Academic Calendar, a naming convention for shared Senate folder, and meetings scheduled in Senator calendars.

**Meeting Adjourned:** 2:46 p.m.