

COLLEGE SENATE  
MEETING AGENDA ZOOM

March 18, 2021

1:00pm

I. Call to Order

Dr. Warnick will do roll call

II. Approval of meeting minutes

III. Guests: Dr. Kress, Dr. Sheri Robertson (CAO) and Alicia Tucker (PSC)

Old Business:

IV.

Manassas forum: Tabled

The Senate asks the Policy Workgroup and the Academic Deans Council to revisit the office hours policy to better address student needs and our functional reality. Engagement with students happens in classrooms and outside of office hours. Expectation is that faculty will respond to students within 24 hours during the week and within 48 hours on a weekend; adhering to those expectations is more valuable to students than faculty sitting in offices. There are several suggestions we discussed that the Senate may be willing to endorse:

1. Once we return to campuses, how many hours can be in-person vs. remote? Some faculty may continue to teach their courses remotely; doesn't make sense to require in-person office hours. At a minimum, faculty should not need permission to make flex hours remote. Remote office hours are more convenient for students since the student does not have to be on the same campus as the faculty member and there is the possibility of privacy which is not possible in faculty's on-campus offices. The College should be more permissive for virtual office hours.

a. Proposal: for faculty teaching in person classes: 5 in-person hours; 5 flex hours that can be remote. No permission necessary. Expectation that faculty will respond to students within 24 hours during the week and within 48 hours on the weekends.

2. Can office hours take form of other student-focused activities?

3. Summer office hours. Revisit the overall number of hours. For compressed classes, the hours per week can be high. We want faculty who are responsive to student needs. If students don't use

this many in-person office hours, why force faculty to hold them? Student needs better served by having responsive faculty who meet with students in ways that serve the students (virtual, in-person, email).

4. The policy allows for some remote office hours with permission. What is the process for making such a request? What is the standard for determining whether it will be granted?"

The ISSC is charged with making recommendations pertaining to the quality of education in the College. In this role, the committee has considered input from faculty regarding the possible continuation of the virtual/synchronous delivery modality with the transition back to predominately on-campus classes. Tabled

The status of the constitutional amendments- update from Parliamentarian McCrory

Update-ECC regarding elections

Report from SCIO- Tabled

**Motion: PSC requests that the College Senate evaluate representation on College Committees of Professional Faculty & Classified Staff in light of reorganization with an eye on keeping things equitable & proportionate to new reporting structures. (Alicia Tucker)**

V. New Business:

Dr. Sheri Robertson: Starting Spring 2022 (and maybe all future Spring semesters) the day after Martin Luther King, Jr. Day. (See Attachment)

Response to CDEIO Request

VI. Adjournment

