

Campus Council

November 17th, 2014

Members Present: Diane Mucci (Chair), Kyle Cervantes, Radina Mileva, Will Straight, Nathan Leslie

Members Absent: Scott Matthews (Vice Chair), Laura Siko (Secretary), Tim Eichers, Bridget Pool, Randy Fournier

Guests: Dr. Cat O'Brien, Dean, Division of Communication and Human Studies, Mike Polcen

Meeting called to order: 1:03 PM

October 2014 meeting minutes approved

Old Business

- There was one comment from the old, physical comment box that was to be removed as voted on by the council. It stated that campus administration should also be evaluated. Diane stated that the administrative faculty evaluation should begin next year, similar to the current teaching faculty.

New Business

- Concern was raised over classroom furniture and technology being moved, unplugged or damaged. Projectors are being left on because they do not turn off with the rest of the classroom technology and need to be manually shut off. Projector bulbs are burning out and are expensive to replace. Will raised the possibility that the janitorial staff might be moving equipment, as experienced in the science building. It was noted that there is a P-14 for evening IT coverage, in case problems arise and that this would be verified.
- Action item: Draft a statement for dissemination to the campus about not moving classroom furniture and recommending the placement of IT instruction sheets in each classroom containing the number for IT and police. The statement should also detail the evening IT coverage hours.
- Action item approved unanimously.
- Guest Mike Polcen spoke to the council about potential issues with faculty office allocation in the HEC building.
 - o Current Tiered System: Tier 1- private office with window, Tier 2- two person office with window, Tier 3- private office with no window, Tier 4- office with more than two people.
 - o Currently, when an office opens up, a lower tier can move up. There is no lateral movement.

- The current tiered system wouldn't work with allocating to these spaces because they are lowest tier, multiple person office spaces.
- There will be a net loss of Tier 1 office space with the upcoming renovation of the LR building. Concern was raised over where the faculty in these offices would be relocated to.
- The allocation system needs to be decided by next fall and potentially earlier for moving into the HEC over the summer.
- Dr. O'Brien stated that the LR renovation has been put off for another year, at least.
- The question was raised whether Tier 1, senior faculty office-holders in LR should be given the opportunity to move to HEC first.
- Questions were raised about partitions in the new office spaces and concerns over privacy discussed.
- A question was raised to send questionnaire or survey out to faculty.
- Discussion was tabled. Diane will first meet with Dr. Leidig and Sally Wrenn and bring back information to the council at the December meeting. Mike Polcen was invited back to the December meeting.

- Will raised concerns over the final exam schedule for this semester. In the past, schedules were received from academic Deans. The current schedule was put together and distributed by the Provosts with no input from faculty or students. The schedule ignores VCCS policies regarding length of time guaranteed for final exams. Exam times were disassociated from normal class meeting times. It was agreed that this is difficult for students who arrange child care and work schedules around classes and difficult for adjuncts working at multiple campuses. An informal poll showed continuing issues with not receiving an exam schedule, take home final exams and finals being held the week prior to the actual week of finals. Diane will bring these issues up in her meeting with Dr. Leidig.
- Will reiterated the need for emergency contingencies during final exam week. Dr. Leidig has noted this. There is a task force looking at continuing operation/instruction for emergency campus shutdowns, including during finals week.
- It was noted that the testing center only conducts finals for ELI during finals week.
- A suggestion was made for deans to send out an email asking faculty to look closely at their final exam schedules to try and anticipate conflicts and to be flexible. Cat O'Brien agreed with this.
- It was suggested the issue be taken provost's staff meeting.

- Diane and Nathan discussed the need for lights behind LR and a crosswalk in front of LC with Mitch. Both items are on Mitch's project list. At least temporary lights will be placed there until the time more permanent ones can be installed.

- Nathan raised concerns about blind turns and inadequate signage in the “A” parking lot behind LC. Diane, Mitch and Nathan will meet to examine the issues.
- It was suggested that a sidewalk with handicapped access be installed on the other side of Anker’s Shop Circle, behind the science building. There were issues with mobility impaired students being able to access this assembly area during the last emergency drill.

- Will distributed a statement of concerns about the new faculty evaluation system and APPDOs based on personal experience and that of colleagues. He stated a general decline in faculty morale over concerns stated in the document.
- Cat O’Brien added that, because this is the first year, there are no examples of what APPDOs should look like, but she is saving good ones for future reference and just trying not to add to the confusion of the evolving process.
- Radina stated that HR wasn’t involved in the development of the evaluation system and that it was previously between faculty and their respective deans.
- It was suggested to draft a joint statement from the campus councils to the College Senate regarding faculty frustration over the new evaluation system. Will, Nathan and Diane will work on this.

Next meeting: Monday, December 15th, 2014 1:00PM

Meeting adjourned: 2:23