



TVCC Faculty Association Executive Council

Friday, February 26, 2021

Regular Meeting with Dr. King and Kristin Spizzirri

Minutes

A regular meeting of the Executive Council of the Faculty Association of Trinity Valley Community College met via Zoom with a call to order 9:32 am on Friday, February 26, 2021. The following members were present:

- Carol Pendland
- Jennifer Hannigan
- Brian Allen
- Regina Clary
- Norma Sheram
- Tom Sheram
- Dana Curry
- TVCC President Dr. Jerry King
- TVCC Vice President of Instruction Kristin Spizzirri

I. Welcome

Dr. King welcomed and thanked everyone for attending the meeting.

II. Permanent link on TVCC website for voter registration form

Dr. King agreed to check on the addition to the website. He did not see any issues with having a permanent link to voter registration form. Kristin Spizzirri suggested having it in the bottom ticker of the webpage.

III. Cardinal Connection

i. *Can we be notified when someone drops?*

Kristin Spizzirri has been in the process of trying to find a solution. However, at this point, a solution is not obvious other than a tedious manual process. The rosters are updated constantly. The issue of students being dropped from rosters in Cardinal Connection was also discussed and suggestions were made. They will continue the conversation to possibly find a solution.

ii. *When a student drops all instructors should be notified. Requiring daily MCC login is unreasonable. Also, when a student drops our new system will remove them from Canvas thus not allowing an instructor adequate notice to pull grades. Prior to Colleague, when a student was dropped in Canvas we could still get back to see their grades.*



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Kristin Spizzirri mentioned that students are not permanently dropped from faculty Canvas courses. If a student's grades are needed, faculty should contact Jesse or Holly for restoration. The goal is to keep the rosters Canvas and Cardinal Connect in sync.

iii. *Why do we need to certify so many times?*

Kristin Spizzirri discusses the importance for students not to lose their financial aid unnecessarily if start attending – a measure that protects students and TVCC.

iv. *More time to certify rosters*

Kristin Spizzirri acknowledged and addressed the communication issues around census day regarding certification of rosters.

v. *Instructions included*

Kristin Spizzirri will assure instructions will be included in the future.

vi. *Put grades in numerical order*

Kristin Spizzirri will check on the ordering.

IV. Evaluations by administrators on faculty

Kristin Spizzirri informed the association about the decision to move evaluations to October for evaluation of previous academic year. The topic of frequency was discussed and will be revisited in next faculty association meeting.

V. Evaluations by students on faculty

Dr. King mentioned the student evaluations are state mandated. Specific question issues in the context of online or face-to-face courses were discussed. Kristin Spizzirri discussed how the evaluation process is holistic which included other evaluation aspects.

VI. Dates on Learning Day/ TCCTA

TCCTA dates and Learning Day overlapped in timing his year. Kristin Spizzirri reminded faculty to keep an open line of communication with their direct supervisor about future conflicts and arrangements can be discussed.

VII. 8-week Schedule

At this point, discussions about 8-week semesters have been put on hold with Covid-19 and the implementing of Colleague. Any future discussions will need to first consider the current research and be a campus wide decision.



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VIII. Canvas Training for faculty

Currently, all full-time and part-time faculty must complete Canvas training previous to teaching online courses. At the time of Covid-19, a crash Canvas course was implemented.

IX. Other issues

Dual credit with ISDs in our service area was discussed.

Dr. King expects overall enrollment to increase in the fall semester, including international students. In addition, he expects the fall to open and faculty to return to campus as normal. Kristin Spizzirri mentioned that the jot form will be going out soon and fall will be scheduled as normal.

Dr. King commended the faculty and staff for their hard work and willingness to help our students during this challenging time.

Dr. King adjourned the meeting at 10:30 am.