



TVCC Faculty Association Executive Council

**Wednesday, September 28, 2022**

**Regular Meeting with Dr. Kristin Spizzirri**

**Minutes**

A regular pre-meeting of the Executive Council of the Faculty Association of Trinity Valley Community College met in the conference room of the Athens Administration building with a call to order at 1:00 p.m. on Wednesday, September 28, 2022. The following were present:

- TVCC Vice President of Instruction Kristin Spizzirri
- Jennifer Hannigan
- Tom Sheram
- Jennifer Stephens
- Regina Clary
- Craig Lee
- Mike Young

## **I. Scheduling of Classes**

Faculty expressed concerns and questions regarding the way the schedule was built for Fall 2022. Spizzirri noted the process of scheduling classes would not move forward in the same fashion as was used for Spring 2023. She noted administration must be mindful of the classes that are needed in order to allow students to move through their degree plans, but at the same time faculty preference needs to be taken into account when building course schedules.

For future semesters, faculty will continue to move toward having loads more balanced between online and face-to-face courses in order to meet student needs, but that an instrument would be developed to return the faculty voice to schedule building. Dr. Spizzirri said she is considering returning to the Jot Form format, but that the form would only serve as a foundation for building the schedule and not every request will be able to be fulfilled. No matter what instrument is put into place, she noted, administration will not simply roll the schedule over from semester to semester in the future. She also noted that division chairs would be a part of any conversation regarding the schedule.

## **II. 8-week Schedule**

An update was provided regarding the 8-week process and faculty members expressed concerns about the details of the transition and how faculty will have input. Faculty briefly brought up some concerns, such as how loads will be determined and how overloads will be calculated. Spizzirri noted an 8-week taskforce has been created that includes directors from several key areas of campus such as financial aid, academic advising, IT, business office, etc. This group has been working with mentor institution Grayson College. There will be a diverse Faculty Champions group to assist with mastering the upcoming challenges. That group and the Faculty Association will serve as conduits for faculty input. In addition, optional Q&A sessions will begin soon to allow for additional input. Faculty is crucial and decisions will not be made without involvement and feedback, said Spizzirri. TVCC is working with Grayson College to develop material for Spring Learning Day. The estimated start date for the 8-week transition is Fall 2024.

## **III. Overloads**

Concerns about the balance in overloads for full-time faculty were discussed. There are still situations where full-time faculty are not necessarily being prioritized in overload discussions. Spizzirri said there will be ongoing conversations about overloads through the year and as the 8-week transition happens. She added that overloads cannot be done by a blanket formula because the needs of each department are different. However, she is open to visiting overload procedures in depth as the 8-week discussions occur. In addition, she noted that the overload compensation schedule has been added to the website and that any questions or inaccuracies in overload pay can be brought directly to her. When errors occur in pay, she noted, usually they can be quickly fixed.

## **IV. Professional Development**

Since several professional development roundtables and other opportunities are available this semester, faculty asked about whether attending those events was mandatory and how those events balance with the Learning Day requirement. Spizzirri noted Learning Day is the only mandatory requirement for professional development and all other opportunities being presented should be considered optional. Any additional professional development should be included on a faculty member's self-evaluation. There is not a preset number of additional hours to complete unless the need to develop a department or faculty member is found to be mandatory by their immediate supervisor.

## **V. Request for Survey**

This item will be discussed with Dr. King during the regular meeting of the Executive Council.

## **VI. Contract Taskforce**

Jennifer Hannigan suggested creating a contract task force to review contract processes and complete research from other community colleges to change or update the process as needed. Signing longer contracts was discussed. This item was tabled until a later meeting.

## **VII. Presidential Search**

This item will be discussed with Dr. King during the regular meeting of the Executive Council.

## **VIII. Student Support Hours**

Specifics on how the new paradigm of Student Support Hours instead of office hours were discussed. Switching over to a different format should give students and instructors flexibility to connect on different levels. However, many faculty are confused about what the new format entails and what opportunities are available for out of the office Student Support Hours. The Faculty Association asked if more details could be provided by administration, including a list of opportunities and locations where faculty could spend hours out of the office.

## **IX. Other Items**

Faculty involvement in graduation was discussed. Dr. Spizzirri said faculty participation in graduation is crucial to the event being successful. More dedicated faculty volunteers are needed in order to make graduation run smoothly. Fall graduation is not as much of an issue since there is only a single ceremony. However, in spring faculty involvement is critical and faculty members are still under contract until the end of graduation. Dr. Spizzirri asked if each faculty member could attend one graduation and volunteer for another. The August graduation, in particular, is in serious need of volunteers as well, since currently offices needed for registration have to close in order for those employees to attend graduation. She noted that faculty are not under contract at that time, but that help with those ceremonies is desperately needed.

Hy-Flex courses were briefly discussed and will be brought back to the table at a later date. Dr. Spizzirri said more explanation is needed for faculty to understand what courses are really ideal for the Hy-Flex format.

The meeting was adjourned at 4:15 pm.