



TVCC Faculty Association Executive Council

**Wednesday, September 23, 2020**

**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 2:03 pm on Wednesday, September 23, 2020. The following members were present:

- Carol Pendland
- Jennifer Hannigan
- Brian Allen
- Richard Crosby
- Karen Shipman
- 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. Covid-19 Concerns**

Dr. King addressed faculty concerns regarding the faculty being notified of current Covid-19 cases and any students who have been quarantined. He assured everyone that if instructors have students in their classes who are quarantined, they will be notified immediately. Dr. King emphasized that protocols are in place and have been followed. Protocols include, but are not limited to, the following:

- Testing athletes - results are known within 15 minutes. Local medical staff are in place to help with this process.
- Immediate quarantine in separate location on Athens campus where students are well taken care of with medical attention, meals, and constant communication.
- Immediate notification of instructors who have quarantined students in their classes.
- Monitoring buildings and gathering of data constantly and effectively.
- Reporting to Board

**III. Voter Registration**

Dr. King agreed to check on possible options to inform and emphasize voter registration to our students. Suggestions included possible links on the website or a blast with links on social media.



#### **IV. Pay Periods**

A question was raised and addressed as to the possibility of getting a list for upcoming pay dates, specifically for the summer instruction.

#### **V. Mistake on Summer Pay**

Kristin Spizzirri addressed faculty concerns regarding a summer instructional pay issue. New procedures for the new system needed to be in place in order to run the multi-semester. As soon as they were aware of the issue, action was taken to address and solve the system issue. Ms. Spizzirri apologized for the issue and assured faculty that they now know the procedures and hope to prevent any future problems.

#### **VI. Contracts**

A question was raised as to when faculty would receive contracts for the 2020-2021 academic year. Dr. King said Human Resources were working to hopefully electronically distribute to faculty in the next few days. At this point, no one has physically signed contracts, however, the Board has already renewed and approved everyone's contract back in June. Texas State Coordinating Board requires all contract renewals to occur 60 days prior to the start of the new school year.

#### **VII. Additional Comments**

Dr. King mentioned that there is a possibility that the Administration Buildings on the campuses at Athens, Palestine, Terrell, and the Health Science Center will be open prior to spring registration. The goal is to have these buildings open by November 9<sup>th</sup> to provide services to those students who need to come to campus for enrollment. Protocols will be in place and will be followed.

Dr. King mentioned that the spring semester schedule will include face-to-face, z-hybrid, and online courses according to faculty wishes. Kristin Spizzirri elaborated on the format of the different modalities, as discussed on Learning Day. She added that face-to-face class enrollment numbers will be reduced in order to follow CDC standards.

Dr. King adjourned the meeting at 2:44 pm.