



TVCC Faculty Association Executive Council

Friday, September 27, 2024

Regular Meeting with Dr. Morrison Minutes

A regular 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 9:01 a.m. on Friday, September 27, 2024. The following were present:

- TVCC President Dr. Jason Morrison
- VP of Instruction Dr. Spencer Wagley
- David Hopkins Administrative Services and CFO
- Janene Dotts AVP Human Resources
- Tammy Denney Associate VP Enrollment Management
- Melinda Berry AVP of Student Advocacy Services
- Tom Sheram
- Jennifer Hannigan
- Jennifer Stephens
- Angel Ellis
- Sam Austin
- Valerie Holmes
- Jenny Cooper
- Deanna Frye
- Sam Smith

I. Salary Study Transparency

The discussion focused on the need for transparency in the salary study, with questions about how salaries are determined, and the existence of a faculty pay scale. It was confirmed that pay scales would be shared electronically, and a shift away from traditional step systems. As a result, salaries will now align with market conditions using a 12-year look back and a 10-year cap on experience. Affordability in salary adjustments was emphasized, with Cost-of-Living Adjustments (COLA) and General Pay Increases (GPI) highlighted as key factors. A recent \$1.8 million salary increase was mentioned, with future adjustments to consider the Consumer Price Index (CPI).

Ongoing communication will be supported through information published on the SharePoint site. Suggestions were made to hold a learning day or roundtable for faculty questions. There was also emphasis on understanding stipend structures, and faculty were encouraged to approach Human Resources with salary-related inquiries. Appreciation was expressed for the information shared and the efforts to improve transparency in faculty compensation.

II. Timing of Contract Offers

The discussion centered on the timing and format of issuing contracts. There was clarification that contracts are required per policy to be given 30 days before the semester starts or within 60 days after it begins if delayed. It was acknowledged that there has been past confusion about this process. Delays may occur due to property tax certifications, which influence funding availability for contracts.

There was also concern about inconsistencies in how contracts are distributed, with a shift from electronic to paper formats this year due to the ongoing salary study. It was noted that the institution usually reverts to electronic signatures via Adobe Sign, except during salary study years, which occur every three years.

III. Disability Accommodations

The discussion addressed the challenges faculty face with student accommodations, especially when certain accommodations do not match the class's delivery mode. Many faculty members expressed uncertainty about signing off on accommodations, seeking clarity on how to meet specific requirements. It was clarified that accommodations not applicable to a particular class do not require faculty action, and there are no legal violations for ignoring irrelevant accommodations. The forms are intended to protect faculty, who are only responsible for accommodations relevant to the class and its format. Students are expected to initiate the accommodation process.

There was a reminder that faculty should consider ADA compliance when designing courses, highlighting the importance of accessibility in course development. Faculty were encouraged to reach out for support if they have questions about accommodations.

IV. Faculty Retreat Update

An update was given on the faculty retreat, which has been rescheduled to April 10-12 at Silver Spur in Canton, Texas. A JotForm survey revealed that 48% of faculty had never attended a retreat. To boost participation, it was suggested to encourage faculty to attend at least on Friday, even if they do not stay overnight. Several faculty members expressed interest in attending and presenting at the retreat. There was also a focus on creating tangible, hands-on experiences, recognizing that many innovative faculty have few opportunities to learn from each other. Faculty were invited to email suggestions for enhancing the retreat experience.

V. Other Items

The discussion covered the potential adoption of Canvas Studio, a video tool with automatic recording features, encouraging faculty to explore its benefits. There was mention of possibly needing a new contract with Canvas, and questions were raised about the integration process and potential budget increases, emphasizing the importance of a smooth transition without negatively impacting students.

A question was posed in regards the editing capability for syllabi within the current system, example; once a syllabus is locked faculty cannot edit it. Potential possibilities could include plans for a new feature through CourseDog next year. It was noted that some changes may need to be handled individually, with the Division Chair and AVP of Academics involved in discussions for adjustments.

The conversation shifted to enrollment growth, attributed to effective recruitment efforts by Tammy's team and team of recruiters at service area schools, and events. The use of Element 451, which simplifies the application process, was highlighted as a key factor in the increased enrollment.

The meeting was adjourned at 10:25 a.m.