

## Faculty Assembly Meeting

### MINUTES

March 3, 2016

1. Call to Order

Cindy Wynne welcomed all faculty to the meeting and thanked the Science department for providing lunch. Lunch next month will be provided by the History/Sociology/Art/Psychology folks.

2. Review and approval of February Minutes

The minutes from the February meeting were reviewed and approved as submitted.

3. Treasurer's Report – Ellen Oliver

The balance in the treasury is \$766.43 as of February 29, 2016. There were no expenses or income last month. The current balance earmarked for the Support Staff Luncheon is \$250. Ellen is taking dues payments (\$10/member for full time, \$5/member for part-time) and Support Staff Luncheon donations (\$20/member suggested). Feel free to leave your payments in her mail box and she will get you a receipt.

4. Family Fun Festival Debriefing

Cindy shared feedback received from Dr. Huber, Amy Dawson, and Bonnie Graham, as well as from her student volunteers. In the future, we need to handle the purchasing differently since we are funded by state money. Amber Clark has about \$134 that was received as donations that day, so she will meet with Erika Tolbert to set up an account with the NRCC Educational Foundation that will help us have more options for purchasing in the future. There was about \$340 leftover from the \$2000 allocation from Dr. Huber and Dr. Lewis for the festival.

5. Support Staff Appreciation Luncheon Planning – Cindy Wynne/Sarah Tolbert-Hurysz

Cindy shared the document Sarah has used in the past to organize the planning for this event, and the jobs were divided up and assigned. We will meet on Thursday, March 17, at 11 AM in the Art room to discuss the details.

6. VCCS Professional Development Committee Meeting Update – Amber Clark & Heidi Morehead

Amber and Heidi shared updates from their meeting about professional development. Topics where PD may come into play included meta majors, pathways, paying financial aid refunds like a paycheck instead of one lump sum to reduce withdrawals, onboarding and application revamping, stacking & tripling credentials, the redesign of the Virginia Wizard, updates to the Master Course File (Peer Groups will take the lead on this), Blackboard as an LMS for VCCS, and resources available on [www.commonsvccs.edu](http://www.commonsvccs.edu). The OPD website has also been redesigned. Heidi asked for suggestions for ideas for PD for the RCTE.

7. Word Processing – Mia Copeland

Mia shared that both Betty Gordon and Shirley Mann will retire soon and the concern about what the plan will be for WP moving forward. Faculty Assembly would like to advocate for the continuation of the WP department and functions. This item will be discussed further at the March 17 meeting.

Submitted by Ellen Oliver, Secretary