

Faculty Assembly Meeting

MINUTES

November 5, 2015

1. Call to Order

Cindy Wynne welcomed all faculty to the meeting and thanked the Business Cluster for providing lunch.

2. Review and approval of October Minutes

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

3. Treasurer's Report – Ellen Oliver

The balance in the treasury is \$636.43 as of October 31, 2015. There were 4 dues paid at \$10 each, and a total of \$50 donated for the Support Staff Luncheon, for a total income in the last month of \$90.00. The current balance earmarked for the Support Staff Luncheon is \$180. 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. Location of December Potluck – Cindy Wynne

Cindy reported that the nursing room will not work out for our December pot luck, and Tammy Parks volunteered the Art room (Godbey 145).

5. Track Sheets – Pablo Chalmeta

Pablo shared the tracking sheets that are available to the Curriculum & Instruction committee, but which appear to be designed for student use. Many are not aware of them, or where to find them, and Rebecca Whitener actually created her own for her own use in advising students. Pablo shared that Betty Gordon has them if we want to use them, but that, in the very near future (spring semester, possibly), they will be available to us and students on the www.nr.edu web site, listed by program. He demonstrated VWCC's web site and said ours would model that one; students can search by program and then the required class sequence will have links that will drop down to share course descriptions and prerequisites, if any.

6. RCTE (Regional Center for Teaching Excellence) – Heidi Morehead

Heidi shared what the RCTE is (<http://www.vccs.edu/careers/office-of-professional-development/regional-centers-for-teaching-excellence/>) and some plans and ideas for upcoming professional development in our region. Topics/speakers include: Dr. Jane Wiggins from JMU (students in distress), Nan Ottenridder (working with diverse students), Pam Hanks (Blackboard Collaborate workshop), Dr. Hamilton from WCC (building portfolios using PowerPoint), Brian Clark (creating and using online portfolios), Dr. John Brenner (international travel), and Cheryl Huff from Lumen (OER training, Z23 grant).

7. International Education Week – Tammy Parks

International Education Week will be November 16 – 19 with activities to include: international dress (Monday), The Cellar food truck (Tuesday), international movie day (Wednesday), packaged food sale from Oasis (Thursday). Details will be emailed to everyone as well as posted on the "Where in the world?" Facebook page and in the newsletter *Diffusion*. Faculty are encouraged to wear international dress, patronize the food truck, and share information encourage their students to participate in International Education Week.

8. NRCC Educational Foundation Update – Erika Tolbert

Erika shared the Foundation's thank you to faculty for donation of the mums for the Scholarship Brunch, and for referring students in need to the Foundation for books/supplies support. She shared that applications for the

scholarship will be online in January, and due in February. If faculty would like her or Angie to come speak to students about it in our classes, just let them know. She discussed Giles County's ACE program and how it has worked well and meant that more funds are freed up for donation to other students, so to continue to encourage students to apply for a Foundation scholarship.

10. Family Fun Festival

Cindy shared the list of events/activities associated with the Family Fun Festival, with a breakdown of tasks and a list of who did what last year. Faculty discussed the desire to set it inside next time, preferably in Edwards, so that all can be together, and in case of inclement weather. Cindy will check with Carmen to see what the availability of Edwards is and report back in December. We will then finalize the date and who will do what at the December Faculty Assembly meeting.

Submitted by Ellen Oliver, Secretary