

## **Faculty Assembly Meeting**

### **MINUTES**

**November 7, 2013**

1. Call to Order

Mrs. Sarah Tolbert-Hurysz welcomed all faculty to the meeting and thanked the business department 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

The balance in the treasury is \$232.21 as of November 1, 2013.

4. Update on VCCS Professional Development Committee Meeting (Amber Clark)

Faculty members were reminded of the upcoming deadlines related to the New Horizons Conference next April.

5. Update on CFAC Meeting (Brian Clark)

Some of the highlights from the recent CFAC meeting include:

- Faculty members may be offered an incentive for creating OER courses. More information will be passed along as it becomes available.
- The VCCS is entering Phase 2 of the SSDL (Shared Services Distance Learning) program in which colleges are encouraged to develop and offer online courses system-wide. A draft detailing the initiative will be forwarded to faculty members later this afternoon.

6. Update/Questions about the Proposed Faculty Evaluation Plan (Ray Wurzburger)

Additional changes were made to the proposed Faculty Evaluation Plan. It was resubmitted for approval on October 30 following a unanimous faculty vote in favor of the proposed plan. Mr. Wurzburger will keep faculty members posted on progress.

7. Update on NRCC Security Efforts (Amy Hall)

Faculty members were informed of the following efforts related to security:

- A permanent security station has been established at the Mall site, inside the front entrance.
- iPads have been provided for security officers allowing them to manage and share incident reports seamlessly.
- A round-table discussion session was recently conducted between NRCC administrators and many area police chiefs, sheriffs, and fire chiefs. The purpose was to strengthen the relationship between the college and local law enforcement and share pertinent information related to campus security.

- NRCC will soon give up its post office box and have mail delivered directly to campus. This will allow security officers to have an increased presence on campus by eliminating the daily post office trips. Courier services to the Mall site will still be conducted daily.
- Security officers are now equipped with cell phones for use when they are away from the office. The 3646 extension goes directly to these phones when officers are out and about on campus.
- The number of cases in which students are involved in domestic disputes is on the rise. Faculty members are asked to refer students to Amy Hall, Behavioral Intervention Coordinator, in the event that a student fears for his/her safety or is involved in a domestic dispute.

#### 8. Faculty Assembly Website (Sarah Tolbert-Hurysz)

The website for Faculty Assembly needs to be updated. After some discussion, the group decided to simplify the site to lower the amount of revising and upkeep. Items that will be included on the updated website include: and updated constitution, up-to-date minutes/agendas, officers' and executive committee members' names, and a link to the VCCS Professional Development website.

Submitted by Amber Clark