

**Beaufort County Community College**

**Faculty Senate Meeting**

**November 8, 2011**

**Members Present:**

Jay Anders	Laura Gipson	Jose Mendoza
Laura Bliley	Thomyka Holloman	Judith Meyer
Jarahnee Burger	Jackie Keen	Kimberly Mullis
Donna Dunn	Cynthia King	Dana Sauls
Dell Enecks	Becky Leach	Jay Sullivan

**Call to order:**

Kimberly Mullis called the meeting to order at 12:08pm.

**Approval of Minutes:**

Judith Meyer made a motion to approve Faculty Senate minutes as written from October 11, 2011. Jay Sullivan seconded. Motion carried.

Jackie Keen made a motion to approve Faculty Senate minutes as written from October 18, 2011. Becky Leach seconded. Motion carried.

**Treasurers Report:**

Jay Anders (filling in for Michele Elks) reported there are 26 paid members and a balance of \$548.50. Dues need to be paid by November 15, 2011 in order to have voting privileges for the remainder of the academic year 2011 – 2012.

**Old Business:**

*Presidential Search*

- Discussed the lack of a formal response by the Board of Trustees in regards to the resolution generated by Faculty Senate. Faculty Affairs committee formulated a letter to express concerns over this to the Board. Executive Council discussed the issue and decided against sending a formal letter and that a phone call from Kimberly Mullis to the Chairman of the Board, Mitch St. Clair, would suffice. Mrs. Mullis reported that she

spoke with Mr. St. Clair and was updated regarding the Presidential Search. The candidates have been narrowed down to seven and the search committee has dissolved. Interviews for the candidates will begin on January 23<sup>rd</sup>, 2012. She was also given information as to how Faculty Senate should proceed with resolutions in the future. If Faculty Senate has a resolution to be presented to the Board, the resolution needs to be presented to the Chairman of the Board prior to dissemination. The President of Faculty Senate and the Chairman of the Board can then discuss the issue and determine how to proceed. A resolution should be presented before a decision has been made on the issue.

#### *2012 – 2013 Calendar*

- Option C approved at last Administration Council Meeting.

#### *Memorial Policy (formerly referred to as Flower Policy)*

- Judith Meyer reported results of survey. See attached. Discussed concern that a card may seem impersonal, however, faculty were reminded that individuals could send cards themselves if desired. The policy would allow the president to send a donation or card without having a Faculty Senate vote. Dell Enecks motioned to accept the policy as written. Jackie Keen seconded. Motion carried.

#### **New Business:**

##### *Updates:*

- *President of Faculty Senate:* Updates were given by Kimberly Mullis from the Administrative Council meeting she attended on October 24<sup>th</sup>, 2011. The next meeting will be November 30<sup>th</sup>, 2011. The Service Awards Luncheon will be held May 10<sup>th</sup>, 2012. Dr. McLawhorn's Retirement Party will be held on May 31<sup>st</sup>, 2011. The next Board of Trustees meeting will be held on February 7<sup>th</sup>, 2012.
- *Instructional Affairs Committee:* Becky Leach reported that the committee met and discussed online registration. No further action taken at this time.
- *Faculty Affairs Committee:* Judith Meyer reported that the committee will work with Tricia Woolard to set up a Faculty Senate webpage. Jay Anders reported that he heard a radio talk show about Pitt Community College and suggested that BCCC may explore this avenue for marketing purposes.
- *Student Affairs:* Laura Bliley reported that the Registration Workgroup was looking into how the College is using students' social security numbers (SSN). SSN are used on students' transcripts, however, Chuck Hauser is going to find out how to blind the SSN before they go out. Six digits of SSN are used for initial passwords for students,

however, they have the ability to change the password after logging in the first time. Research is underway to change this practice of using SSN to using student ID numbers.

- *Registration Workgroup*: Judith Meyer reported all information is in the Faculty Senate Newsletter. See Attached.
- *Campus-Wide Committees*: Kimberly Mullis informed members that we should be bringing information from our various committees to Faculty Senate Meetings. We need to keep each other abreast of changes on campus and keep ourselves updated with the most current information.
- *Distance Learning Workgroup*: Kimberly Mullis shared that this is a forum for sharing ideas and information for Distance Learning. It is open to anyone. The next meeting is on November 10<sup>th</sup>, 2011 at 2:30pm. Judith Meyer will attend as the representative from Faculty Senate and report during next Faculty Senate Meeting.

*Christmas Dinner/Decorations:*

- Kimberly Mullis passed around a sign-up sheet for volunteers to decorate and clean up. Christmas Dinner is scheduled for December 20<sup>th</sup>, 2011.

*Future Agenda Items:*

- Faculty need to be thinking about what information should be placed on the webpage. Suggestions were mentioned such as list of members, officers, committee assignments, policies and minutes.
- Flowers for Christmas: Faculty Senate has traditionally split the cost of flowers with the Staff Association. There has been no discussion about plans for this year. Kimberly Mullis will inquire about the proposed cost.

**Next Meeting: January 17<sup>th</sup>, 2012.**

**Adjournment:**

Kimberly Mullis adjourned the meeting at 1:51pm.

Respectfully Submitted,

Jarahnee Burger, Secretary

**Memorial Policy**

In the event of the death of a full-time faculty member, the Faculty Senate will donate a memorial of \$25.00 to the BCCC College Foundation or a charity of the family's choice.

In the event of the death of an immediate family member of a full-time faculty member (parent, spouse, child), the Faculty Senate will send a sympathy card to the faculty member.