

Beaufort County Community College

Faculty Senate

September 7, 2010

Members Present

Laura Bliley	Dell Hagwood	Judith Meyer
Jarahnee Burger	Millie House	Kimberly Mullis
Teresa Crozier	Aino Jackson	Ana McClanahan
Dell Enecks	Bonnie Jordan	Dana Sauls
Vickie Fennell	Becky Leach	W.F. Smith
Laura Gipson	Michelle Lieberman	Jay Sullivan
Caroline Hardee	Jeanne Martin	Pat Walker

Call to Order

Laura Bliley called the meeting to order at 12:04 pm.

Minutes

Dell Hagwood moved to approve minutes from the March 16th meeting as written. Jay Sullivan seconded. Minutes approved.

Treasurer's Report

Jay Anders reported a balance of \$310.47. Dues are \$1 per contract month and checks may be made to "BCCC Faculty Senate" and given to Jay in Building 2.

Introductions

Faculty introduced themselves and identified their division.

Old Business

Datatel

- Laura Gipson reported after consultation with Wesley Beddard and Rhunell Boyd that the current withdrawal policy has not changed but is being more strictly enforced.

New Business

Archived Minutes

- Laura reported she has consolidated previous Faculty Senate minutes and agendas and placed in notebook in the Reserve section of the Library. She will retain and pass to the next president the previous three years of minutes.

Committee Membership

- Laura distributed to Faculty Senate the current Faculty Senate appointees to various committees (see attached). Laura requested one more volunteer for the Constitution and Bylaws committee. Vickie Fennell agrees to join.

Committee Updates

- Student Affairs: reports the new smoking policy does not prohibit smoking in parked cars on campus. Aino Jackson inquired of availability of smoking cessation information on campus. Aino will share website information regarding smoking cessation with Crystal Ange.
- Instructional Affairs: nothing to currently report. Becky Leach will contact Wesley Beddard for when work on the new instructional calendar may begin.
- Registration Work Group: Judith Meyer distributed report of previous meeting (see attached) and states she will notify faculty of future registration dates. She highlights from report the possibility of an Advising Week before Spring registration. During this time students may make appointments with faculty to review and plan schedule and then on registration days the student would have schedule placed at an "input station" versus with their advisor. This would be advertised on campus and in letters to new students. Caroline Hardee inquired if Web-enhanced classes could have a special code beside the course section to indicate them as such. Laura Gipson voiced concern with pre-requisite restrictions during registration and the time it requires for overrides. Judith will talk with Donna Dunn regarding specific Business Division concerns and relay information to Chuck Hauser and Rhunell Boyd. Ana McClanahan suggested it may be beneficial for Chuck to assist with registration for a brief time to trouble-shoot specific issues.
- NCCCFA: Judith Meyer requests Faculty to visit the NCCCFA website and considering joining this organization. She distributed a handout discussing membership (see attached).

Future Meeting Dates

- Laura presented to Faculty the possibility of monthly meetings. They would occur on the 4th Tuesday of each month with the exception of December and May. Positive comments and feedback from Faculty were received. Laura will schedule next meeting and notify Faculty. Laura will notify faculty of location on BCCC website of previous Faculty Senate and Advisory Committee minutes.

Writing Center

- Laura reported that Jonathan Elmore will meet with each Division to discuss needs and how we can collaborate with QEP.

Religious Observances

- Laura distributed handout (see attached) regarding student absences for religious observances. Laura Gipson inquired of necessary documentation when a student is absent. Teresa Crozier questioned if this counts against the students' allowable 10%. Laura will confirm with Wesley Beddard that this does not count as part of the 10%.

Cell Phone Policy

- Laura will verify if language in e-mail from Terry Bergevin is correct regarding student cell phone use in class. Caroline Hardee questioned if the student "must" be asked to leave the classroom or if "may" is more correct.

President Search

- Laura reported that the search process has just begun for a new President. Faculty requested that Faculty to be represented on the Search committee and for transparency in the search process. Laura reported a retirement reception for Dr. McLawhorn will be held on June 30, 2011.

Staff/Faculty Christmas Party

- Laura requested for two volunteers to help with the decorations for the Staff/Faculty Christmas party to be held on December 17th. She will send out an e-mail request for volunteers.

Motion for adjournment made by Ana McClanahan and seconded by Laura Gipson. Meeting adjourned at 12:55 pm.

Respectfully submitted,

Jeanne Martin

Secretary