

**Beaufort County Community College**

**Faculty Senate**

**March 16, 2010**

**Members Present**

|              |                  |                 |
|--------------|------------------|-----------------|
| Emily Albera | Denise Jefferson | Kimberly Mullis |
| Jay Anders   | Cynthia King     | Ken Robol       |
| Debra Baker  | Becky Leach      | Jay Sullivan    |
| Laura Bliley | Jeanne Martin    | Cindy Winstead  |
| Laura Gipson | Judith Meyer     | Kay Woolard     |
| Dell Hagwood | Lynne Modlin     |                 |

**Call to order**

Laura Bliley called the meeting to order at 12:00.

**Minutes**

Approval of minutes from January 26, 2010 was approved via e-mail confirmation.

**Treasurer's Report**

Jay Anders reported a balance of \$310.47 with no outstanding bills. Approximately 30-40 members are in Faculty Senate.

**Old Business**

*Furlough Policy*

- Laura reported the Furlough policy accepted at Administrative Council reads as follows: "Furlough leave hours will be taken on faculty work days, during office hours, pending prior approval by the Division Chairperson. Furlough leave hours expire at the end of a set period of time and will not be paid out upon the ending of employment with the college. Furlough leave must be documented by date and hours utilized on the absence form, designated as 'other.'

If the provisions of the policy are inconsistent with any applicable North Carolina laws, North Carolina laws will govern.”

- Laura informed Faculty Senate that Philip Price is willing to meet with Faculty Senate if questions remain.

#### *Constitution and Bylaws*

- Laura reported that there are currently no by-laws for Faculty Senate and the Constitution as written is in need of revision.
- Emily Albera motioned to create an ad hoc committee to review and revise constitution and possibly create by-laws. Debra Baker seconded. Motion carried.
- Laura asked for volunteers to serve on ad hoc committee to represent all divisions. Judith Meyer, Laura Gipson and Dell Enecks (as reported by Emily Albera) agree to serve.
- Jeanne Martin to send e-mail to Allied Health faculty requesting volunteers.

#### *Withdrawal Policy*

- Laura reported the revised withdrawal policy did not make the agenda for the last Administrative Council meeting.
- Extensive discussion ensued regarding how policy revisions/decisions are made. Various concerns expressed related to withdrawal policy and current Datatel configurations.
- Motion made by Laura Gipson to obtain a history on withdrawal/drop issues from Administrative staff. Seconded by Jay Sullivan. Motion carried.
- Laura Gipson and Jay Sullivan to work together to gather the pertinent data.

#### **New Business**

##### *Election of Officers and Committees*

- Emily Albera motioned to accept current officers for 2010-2011 year. Laura Gipson seconded. Motion carried.
- Debra Baker motioned to keep members of Faculty Affairs, Student Affairs and Instructional Affairs as they are currently seated. Judith Meyer seconded. Motion carried.

**Motion for adjournment** made by Jay Sullivan and seconded by Emily Albera. Meeting adjourned at 1 pm.

Respectfully submitted,

Jeanne Martin, Secretary