

Beaufort County Community College Faculty Senate Minutes

September 11, 2007

Members Present

Albera, Emily	House, Millie	Morris, Ben
Anders, Jay	Jordan, Bonnie	Mullis, Kimberly
Baker, Debra	Keehnle, Art	Nase, Mary Jane
Bliley, Laura	Leach, Becky	Pilson, Peggy
Crozier, Teresa	Lee, Carolyn	Robol, Ken
Dunn, Donna	Martin, Jeanne	Sullivan, James
Gipson, Laura	McClanahan, Ana	Toler, Whiting
Glover, Sherry	McCotter, Jane	Whitley, Grace Ann
Hardee, Caroline	Meyer, Judith	Woolard, Kay

Call to Order

Ben Morris, president, called the meeting to order at 12:09 p.m.

Minutes

Emily Albera moved that the April 10, 2007, minutes be accepted. The motion was seconded by Debra Baker. Minutes were approved.

Treasurer's Report

Teresa Crozier, treasurer, reported that the balance is \$595.04. Expenditures since the April 10, 2007 meeting include \$172.37 for the Faculty Senate Luncheon (7/30/07) and a \$3.00 annual bank service fee (7/30/07).

Old Business

Registration Work Group

Judith Meyer reported that registration workgroup met September 4, 2007. Faculty are to email Sandy Sauve´ with the name of any student whose placement test scores are not available during the registration period. Work on Datatel is still in progress. Rhunell Boyd is working on a handbook for Datatel. The registrar site is being updated with an instructor page. Spring registration will be November 8th and 9th. Judith brought to our attention that the details of policy for drop/add are not published. Judith made a motion that the official drop/add period for day and evening classes be publicized in all printed material (3 days after start of classes for day classes; date of first class for evening classes). Registration after this date because of unusual circumstances requires approval by the Dean of Instruction and the instructors involved. The motion was seconded by Debra Baker. The motion carried.

Faculty Member of the Year Plaque

Judith Meyer reported that the plaque has been ordered.

New Business

LRC Presentation

Penny Sermons informed us that the BCCC website has been updated. There is an Electronic Library online search engine available on the redesigned LRC site. There is also a book request form where instructors can request materials to be purchased by the library. CampusNet is being dismantled and links removed. Items found there will now be located through the Faculty Information link that is new to the BCCC website.

Standing and Campus Wide Committees

Ben Morris reported that there were still vacancies on various committees. Ana McClanahan volunteered to serve on the Instructional Affairs Committee, Ken Robol on the Evaluation Systems Committee, and Laura Gipson on the Professional Development Committee. A motion was made by Laura Bliley to approve chairs Judith Meyer (Faculty Affairs), Jane McCotter (Student Affairs), and Jay Anders (Instructional Affairs). The motion was seconded by Kay Woolard. The motion carried.

USMC Educator Workshop

Ben Morris will email faculty with information.

Early College High School

Ben Morris reported that the Early College High School is still in an exploratory phase and has not yet been adopted by the Board of Trustees. Ben will bring details about the proposed school to our next meeting.

Other New Business

It was discussed that the faculty are not included in approving the instructional calendar. Judith Meyer motioned that Faculty Senate has the opportunity to go over the calendar prior to approval by administrative council. The motion was seconded by Dell Enecks. The motion carried. There was concern expressed over discrepancies in the calendar in relation to the faculty staff manual. Emily Albera motioned that the Faculty Affairs committee review instructional calendars from the past four years and examine for vacation, holiday, and workday discrepancies. The motion was seconded by Debra Baker. The motion carried. Phillip is in the process of revising the faculty staff manual. Ben Morris will inquire about faculty taking part in that process.

Next Meeting

The next Faculty Senate Meeting is tentatively scheduled for October 9th at noon. The location is to be determined. There will be a door prize cash award drawing in the amount of \$25.00 for all faculty who have paid dues by that meeting. Winner must be present at meeting.

Adjournment

There was a motion by Sherry Glover for the meeting to be adjourned at 1:04 PM. Caroline Hardee seconded the motion. The motion was carried.

Respectfully Submitted,

Kimberly Mullis
Secretary