

**Beaufort County Community College
Faculty Senate**

February 17, 2009

Members Present

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|----------------|---------------|-------------------|
| Emily Albera | Bonnie Jordan | Lynne Modlin |
| Jay Anders | Art Keehnle | Ben Morris |
| Dixon Boyles | Jackie Keen | Ken Robol |
| Mark Carawan | Cynthia King | Bill Smith |
| Ben Cole | Jeanne Martin | Whiting Toler |
| Teresa Crozier | Tim Mattimoe | Grace Ann Whitley |
| Mike Davis | Lori McNiell | Kay Woolard |
| Donna Dunn | Judith Meyer | |

Call to Order

Emily Albera, president, called the meeting to order at 12:05 p.m.

Minutes

Jackie Keen motioned to accept the October 28, 2008, minutes. Dixon Boyles seconded the motion which passed by all in favor.

Treasurer's Report

Teresa Crozier, treasurer, reported that the balance is \$418.97 after paying half cost of Christmas poinsettias.

Old Business

1. Report from Committees

Administrative Council Update:

- Current events will be posted on the college website. Faculty and others are encouraged to post events including event, location, time, and contact person with Webmaster Tricia Woolard.
- Phillip Price reported that longevity pay has been allocated.
- Over twenty video cameras have been installed on campus. As requested by several faculty members, Emily Albera will request information regarding their locations.

- Recycle bins have been installed all over campus for white paper. We are also requested to turn off lights when exiting classrooms.
- In the future FTEs will be referred to as “per student funding” by the systems office.
- The Job Fair will be held 4/21.
- The Foundation Croquet Tournament will be held 5/16.
- Betty Gray is seeking information on successful alumni and is establishing an alumni database.

Curriculum Committee:

Donna Dunn reported that there are changes to many programs including ADN, LPN, MLT, Office Administration, and Medical Office Technology. The Networking Technology program has been discontinued. Arts & Sciences has added additional classes in astronomy, biology, physical education, and mathematics.

Faculty Affairs Committee:

Judith Meyer reported that faculty overwhelmingly favored a catered luncheon on campus. A vote was taken whether to have it in March or April, and March was chosen. Meyer and her committee will put it together with the help of other volunteers.

Instructional Affairs Committee:

Jay Anders reported that the Instructional Affairs committee discussed faculty work days and how they are scheduled. In addition, they discussed changes to the academic calendar resulting from snow days, etc. and the need for faculty to have input in these decisions. Emily Albera thinks Wesley Beddard has a plan for make-up days, but faculty does not know the plan. Grace Ann Whitley made a motion requesting that faculty have input on makeup days/calendar changes. Bill Smith seconded the motion. Discussion focused on time limitations for making calendar changes, requirements to make up lost time, and including makeup days in advance as part of the calendar approval process of the faculty senate. There was consensus that the Instructional Affairs committee should include possible make-up days in their calendar recommendations. The original motion passed unanimously.

Information Technology Committee:

Whiting Toler reported we are continuing to use Websense web filtering. Faculty are to contact Brown McFadden if there are any problems. A windows server will be added to allow for Windows Vista installation. We now have a streaming media server installed and Tricia Woolard is the contact person. We also have a wiki server available on campus and blogs may be added. An ad hoc committee was formed to look at copyright issues and the accessibility of college generated content on the internet. The recommendation of the committee is to limit availability to currently enrolled students, faculty, and staff. Networking Services (Brown McFadden) and computer support services (Carrie Peed, Mike Waters) are now separate. Contact Philip Price with any questions. There are additional wireless points available on

campus. Contact Brown McFadden for more information. Brown has also recommended that we adopt “workbook peer to peer.” The online tutoring service has been discontinued.

Marketing Committee:

Lynn Modlin reported that BCCC is replacing our marketing slogan with the publicity campaign from the system office. This campaign focuses on successful alumni. We have adjusted our ads to focus on afternoon and evening classes as well as males for the nursing program. We are looking into using the mobile computer van as a marketing tool, as well as Facebook. Faculty suggested linking to Facebook to attract high school students.

Professional Development:

Lori McNiel passed out a list of professional development activities to be rated by preference by faculty. Several have been scheduled already.

Registration Work Group:

Mike Davis reported that a registration worksheet is in development for use with new/returning students. Please let Judith Meyer know of any suggestions regarding the worksheet. Crystal Ange of Student Services is working with us to improve the new student orientations for fall and spring registrations. We expect to see improvements in tech support during registration. The notes from the last meeting which will include dates for registration for the coming year will be e-mailed to faculty.

2. SACS:

Dixon Boyles reported that the preliminary report is in the library and included eleven recommendations. Our response is due on 4/13/09, and in June we will receive a final report.

New Business

Nominating Committee: Emily Albera, Ken Robol, Jeanne Martin, Judith Meyer, Mark Carawan, and Tim Mattimoe volunteered. Ben Cole will be asked to serve from his division.

Flower policy: The flower policy needs revision. It will be referred to the Faculty Affairs committee for a recommendation.

Next Meeting

The next meeting is tentatively scheduled for April 28, 2009 at noon in 9-928.

Adjournment

The meeting was adjourned at 1:00 pm.

Respectfully Submitted,

Kimberly Mullis
Secretary