

Beaufort County Community College Faculty Senate Minutes

October 3, 2006

Members Present

Albera, Emily	Everett, Surry	Morris, Ben
Baker, Debra	Freeman, Jarahnee	Mullis, Kimberly
Bliley, Laura	Gipson, Laura	Meyer, Judith
Dixon Boyles	Glover, Sherry	Pilson, Peggy
Carawan, Mark	Hardee, Caroline	Smith, Bill
Cole, Ben	Keen, Jackie	Toler, Whiting
Dickerson, Kent	Leach, Becky	Walker, Pat
Douglas, Renee	McCotter, Jane	Whitley, Grace Ann
Dunn, Donna	McNeil, Lori	Woolard, Kay
Enecks, Dell	Mills, Diane	

Call to Order

Judith Meyer, president, called the meeting to order at 12:00 p.m.

Minutes

Debra Baker moved that the April 11, 2006, minutes be accepted. The motion was seconded by Grace Ann Whitley. Minutes were approved.

Treasurer's Report

Kent Dickerson presented the treasurer's report. He reported that there were expenditures totaling \$175.00 for the Spring Luncheon that Faculty Senate sponsored in May, 2006. Our current balance is \$639.26.

Old Business

Request for Funds for Christmas Flowers

Lori McNeil asked about the issue of the Faculty Senate being asked to pay a portion of the cost for poinsettias purchased for the Christmas Dinner in December. Judith Meyer stated that \$90.00 was the portion requested for Faculty Senate to pay. Discussion by the group included the fact that a lot of the faculty benefited from the purchase.

Faculty Salaries/Salary Increase Response

Judith Meyer stated that there had been a suggestion that Faculty Senate express appreciation to the administration for the salary increases we received this year. Surry Everett made a motion that we respond to the administration by letter. Pat Walker seconded the motion.

Discussion by group followed with a consensus that Surry Everett, Mark Carawan, and Emily Albera draft a letter to be electronically reviewed and approved by Faculty Senate members.

New Student Orientation

Patti Walker shared information from meeting with Student Services held concerning this topic. The result of the meeting was that Student Services recommended an orientation, with a “festival atmosphere,” to be created in the Student Lounge area of Building 9, with campus tours available by request. Information available for students would be introductions to staff, discussion of prerequisites, and financial aid. Divisions would handle specific orientation to their areas. No action has been taken at this time.

Discussion followed concerning how other community colleges handle this issue. Many require it. Laura Bliley expressed her desire to meet with new pre-nursing students prior to registration, and others agreed that meeting with new students who are entering a program in their specific area would also be helpful prior to registration. Several faculty also stated that new students are often intimidated and that a more structured orientation program might be more comfortable for them.

Pat Walker, Lori McNeil, and Judith Meyer will continue to work with deans and chairpersons involved in the need for a New Student Orientation.

Registration Work Group

Judith Meyer announced that the end-of-semester attendance reports will no longer be required. No one could find a reason for them; they were just filed away.

Online registration may be in use by Summer 2007.

Faculty Member of the Year Plaque

Judith Meyer said that the Foundation is planning portraits of all the BCCC presidents to be put in the lobby of Building 10 on campus and there does not seem to be much support for a Faculty Member of the Year plaque. Judith said she would request permission from the administration for Faculty Senate to purchase and hang a plaque in an appropriate place.

New Business

Student Affairs

Lori McNeil discussed that there is interest in making visits to the high schools around April, 2007, to discuss the academic needs and issues of those interested in attending BCCC.

Instructional Affairs

Grace Ann Whitley presented the proposed 2007-2008 BCCC Instructional Calendar and reported that there are errors concerning the number of days until the LDD (Last Day to Drop with no penalty) for the spring semester 2008. Dates for early registration are not included, and Judith Meyer stated that these dates will be set by the Registration Work Group in January, 2007. Diane Mills questioned whether May 15 and May 16 are FV (Faculty Vacation). Diane also added that there is a rule about the day that summer school can start and

this may have an impact. Also, it was discussed that June 13 is showing as the LDD, but this is not a class day because the campus is closed on Fridays during the summer.

Grace Ann Whitley will report these issues to BeBe Major, Secretary to the Dean of Instruction.

Surry Everett asked that we suggest that revision dates be put on the calendars, as well as personnel lists, phone lists, and other college documents as they are revised.

Faculty Affairs

Mark Carawan, Chair, said there was no report for Faculty Affairs.

Salary proration, benefit payments, and sick leave were discussed relative to the change in calendar and contracts. Judith Meyer will ask Phillip Price for clarification regarding these issues to be shared with faculty. She said that contracts should be coming this week or next.

Discussion followed concerning the informal Blackboard users meeting that was suggested by the Faculty Council and tentatively scheduled for Tuesday, October 17, 2006. Tricia Woolard, Blackboard Administrator, has scheduled a Lunch and Learn session for that time so it will be rescheduled. Consensus is that there is sufficient interest in such a meeting.

Registration Work Group

There was discussion of the fact that no official notice to faculty had gone out concerning registration times, but they had been published in the Washington Daily News. Judith Meyer noted that these dates and times were in the Registration Work Group minutes that she had sent to all faculty.

Meyer noted that there are two days when only students who have applied for graduation can be registered. Advisors will have to police this issue when advising. Advisors also need to make sure that no new students are registered November 1-7. In addition, the new system will not prevent registration of students who have not met the required prerequisites, and so advisors will be responsible for ensuring that prerequisites are met before registering a student.

Technology Update

The Blackboard server is back on campus now and seems to be working better. Although Brown McFadden, Network Administrator, was unable to attend the meeting due to phone problems, he reports that he continues to work on upgrades and improvements to our systems and campus connection that will increase our speed and utility.

There is still some concern that the technological resources that we need for instruction are not being made available to us in a timely fashion.

With expansion of the need for internet resources by the NCIH (North Carolina Information Highway) and the College Academy, the competition for resources needs to be addressed.

Marketing Committee

Donna Dunn reported that there was discussion of holding a BCCC College Night in the spring of 2007 that would highlight all our curriculums. The College Night held October 4 is for approximately 50 institutions and guidelines are strict for what can be done.

Online Collaboration

Whiting Toler shared that he will be sending out an email concerning the Yahoo Faculty Senate Discussion Group. This is a discussion board that was proposed to increase faculty communication and collaboration.

NCCCFA

Renee Douglas, our campus NCCCFA representative, asked that those going to the NCCCS Conference look for NCCCFA's presence at the conference.

Adjournment

Jackie Keen made a motion to adjourn and it was seconded by Donna Dunn. Judith Meyer adjourned the meeting at 1:00 p.m.

Respectfully submitted,

Donna N. Dunn
Secretary