

**Beaufort County Community College
Faculty Senate**

September 9, 2008

Members Present

Emily Albera	Becky Leach	Kimberly Mullis
Dixon Boyles	Carolyn Lee	Mary Jane Nase
Teresa Crozier	Jeanne Martin	Peggy Pilson
Mike Davis	Jim Matson	Ken Robol
Kent Dickerson	Tim Mattimoe	Bill Smith
Dell Enecks	Ana McClanahan	Jay Sullivan
Laura Gipson	Jane McCotter	Whiting Toler
Sherry Glover	Lori McNiel	Grace Ann Whitley
Dell Hagwood	Judith Meyer	Cindy Winstead
Aino Jackson	Lynne Modlin	Kay Woolard
Art Keehnle	Ben Morris	
Jackie Keen	Kim Moulden	

Call to Order

Emily Albera, president, called the meeting to order at 12:01 p.m.

Minutes

Ken Robol moved that the May 6, 2008, minutes be accepted. The motion was seconded by Ana McClanahan. Minutes were approved.

Treasurer's Report

Teresa Crozier, treasurer, reported that the balance is \$277.42. An expenditure in the amount of \$200.00 was made to the BCCC Foundation for scholarships.

General Announcements

1. Emily Albera recognized and welcomed the new faculty: Kim Moulden, Cynthia King, Lisa Boyd, and Brian Van Gyzen .
2. Tim Mattimoe was congratulated on receiving the Faculty of the Year Award 2007-8.
3. Judith Meyer reported that the Faculty of the Year plaque is now hanging in the lobby of building 1.
4. Emily Albera has the updated Faculty Staff Manual with changes in red. The revised document is on the BCCC website. Emily also has a copy of the Facility Master Plan which contains remodeling information for campus buildings. If a faculty member is interested in viewing the documents, see Emily.

Old Business

1. Reports from standing committees:
 - a. Faculty Affairs: Judith Meyer reported that the Faculty Affairs committee has received requests from many faculty members to look into several areas pertaining to faculty and after meeting and discussing them, have agreed to look into two areas and report back to Faculty Senate with the findings. These two areas are faculty salaries and hiring policies and procedures. With regard to faculty salaries, the committee will research the college's current ranking among other colleges, current rankings of staff and administration here at the college and gender equity in faculty salaries. With regard to hiring policies and procedures, the committee will research the policies and procedures in place. The Faculty Affairs committee will report the findings at a later meeting.
 - b. Student Affairs: Tim Mattimoe had nothing new to report.
 - c. Instructional Affairs: Jay Anders reported that internet speed has increased but is not consistent. Faculty received 3 versions each of Fall/Spring&Summer 2009-10 calendars to review. Faculty Senate will meet on September 16, 2008 to decide on our recommendation to Administrative Council.
2. Registration Workgroup: The group is meeting this afternoon. The registration date for Fall 08 (spring registration) needs to be set.
3. SACS: Dixon Boyles reported that on September 30th we will be sending SACS two documents: the Quality Enhancement Plan (QEP) and the Focused Report (our response to the SACS off-site committee report).

New Business

1. Electronic Device in classroom policy: The policy states "All personal electronic devices (cell phones, iPods, Bluetooth headsets, etc.) must be turned off and put away during class. If there is a compelling reason why you must have access to your cell phone or other device during class, you must obtain prior permission from the instructor. Students who disregard this policy may be asked to leave the classroom, and continued abuse of this policy may lead to being dropped from the class." Dell Enecks motioned to accept the policy as written to be included in the college catalog. Debra Baker seconded the motion. The motion carried.
2. Additions to committees:
 - a. Admissions: Jim Matson and Ken Robol volunteered to fill the two vacant seats.
 - b. Professional Development: Lori McNiel volunteered to fill the vacant seat.
 - c. Curriculum: Kim Moulden volunteered to fill the vacant seat.
 - d. Evaluation Systems: Jay Sullivan volunteered to fill the vacant seat.
3. Alumni Association: Judith Meyer expressed an interest in forming an Alumni/Friends of the College Association. It would be a great opportunity for our students to network and stay in touch with BCCC graduates, staff, and faculty. Betty Gray will be devoting time to this project. Faculty are encouraged to volunteer to help get the program off the ground. We also need to encourage alumni from the community to get involved.
4. NCCCFA: Ana McClanahan reported no updates at this time.

5. Spelling Bee: The Washington/Beaufort County Chamber of Commerce is holding their annual Adult Team Spelling Bee contest on October 21st at P.S. Jones. Proceeds go to Beaufort County Schools and it is good publicity for the college (especially if we win!) David McLawhorn agreed to sponsor one team of four (to include 4 additional words) for a total contribution of \$200.00. Faculty interested in participating need to contact Teresa Crozier. Ben Morris motioned that Faculty Senate sponsor one team of four (to include 4 additional words) for a total contribution of \$200.00. Lori McNiell seconded the motion. The motion carried.
6. Tobacco-free campus: Administrative Council is considering placing gazebos around campus as designated smoking areas.
7. Guest Speakers on campus: Ken Robol invited faculty and all students to attend his guest lectures in the upcoming months. Victoria Jones (president of WNCT), Walter Jones, and Kenny Moore (Andy's restaurant founder) will be featured guests. Ken will inform us of the exact dates.
8. Personnel hiring: BCCC has advertised for the position of Dean of Student Services. Tim Mattimoe motioned that Faculty Senate request to have faculty representation on the hiring committee. Grace Ann Whitley seconded the motion. The motion passed. It was stated that Dr. McLawhorn is the contact person for this request.

Adjournment

The meeting was adjourned at 1:02 pm.

Respectfully Submitted,

Kimberly Mullis
Secretary