



CCBC Catonsville – Dundalk – Essex
The Community College of Baltimore County
Professional Affairs Council

February 24, 2003
Minutes

Members Attending:

Mike Ehrlinger, Catonsville; Gary Keedy, Catonsville; Dave Stewart, Catonsville; Ira Albert, Dundalk; Brenda Fick, Dundalk; Ann Bonner, Dundalk; John Bachelor, Essex; Ann Kaiser Stearns, Essex; Carol Eustis, Essex; Nancy Harrer, Essex; Bob McQuitty for Steve Kirchner, Ex-Officio Member; Lydia Martinez, Ex-Officio Member

Guests: Henry Linck, Brad Ebersole

1. Minutes for January 27, 2003:

Lydia Martinez questioned the statement that eventually all approved policies will be on the Human Resources web page relating to the Faculty Handbook. It was decided to strike this sentence from the minutes.

A discussion followed regarding the approval and communication process for approved policies. PAC would like to see something from the Administration that policies have been approved and are posted on the web. It was suggested that someone in the Chancellor's Cabinet should notify Mike Ehrlinger and George Lavery of LAAC when the Chancellor has approved a policy so it can be posted. It was also suggested that the date should be placed on all approved policies. A new website is being developed and should be ready sometime in March. Mike has made an effort to publish approved policies on PAC's website. Brad Ebersole is also working on getting policies posted.

3. Chancellor's Cabinet Report:

4. Budget Update: Bob McQuitty reported that reductions have been submitted for the \$1.1 million reduction. \$1.3 million for next year has been pulled from organizational budgets and frozen. We submitted a full budget to the County, but need to hear from the State regarding their funding and then will implement some contingencies. At this time, the Cabinet has not discussed furloughs for FY 03. The State's deficit for FY 04 is more than FY 03. We added nothing extra in our budget for FY 04; we put in for Maintenance of Effort, but all depends on the State's budget.

4. Old Business:

1. Initial Placement: Gary Keedy reported that the deans reviewed and revised; they are recommending initial placement on the salary scale for faculty. He handed out a chart showing the steps used to determine initial placement. The chart outlines years of experience, how to determine rank, and how to calculate salary within rank. Motion was made to add Master's Degree plus 30 credits into the Doctorate block. Motion passed unanimously. It was suggested that the Master's boxes be taken out because it is being equated with a Master's degree. It does not have to be equated to a degree if you are simply trying to find a place on the salary scale. On Page 2 of the draft document, the first paragraph under Non-traditional Fields will now read: "In some instances, the College will be employing faculty in

disciplines in which traditional academic credentials are not appropriate. In those cases, the guidelines for substituting professional work experience will be used for the purpose of initial placement in rank. 10 years of relevant experience will be used to earn placement at the assistant professor rank. Less than 10 years of relevant experience will be placement at the instructor's rank".

The meeting was adjourned.