

**The Community College of Baltimore County (CCBC)  
College Senate Minutes  
August 16, 2004 3PM-5PM Held at Dundalk Campus**

Members Present: Ira Albert, Phyllis Baytop, Willa Brooks, Christopher Rhines, Regina Shea, Ken MacLaughlin, , Wayne Alt, Paul Glasgo, Tom Gregory, Samir Latif, Monica Ota, Mitchell Perkins, Donald Schwartz, Linda Weinhouse, Bob Brown, Karen Dalton, Jim Hershey, Steve Kabrhel, Chris Mirbaha, Carol Roush, Virginia Schurman, Joe Whedbee, Charlie Dowling, Mike Ehrlinger, Erik Miller, Terry Wolfe, Dionne Johnson, Edna Michel-Moyer, Susan Thompson, Dennis Seymour, Marian Herb, Beth Hunsinger, George Lavery, Judith Maisey, Fran Smither, Ken Buck, Lee Wible, John Kozarski, Bob Kraft, Jacquelyn Lucy, Michelle Mahan, Cassidy Chesnut, Donna Links, James Robinson, Lucius Robinson, John Bachelor, Patricia Beard, Sue Fowler, Robert Stone, Al Starr

Absent: Ann Stearns, William Niebauer, Robert Solomon, May Chen

This was the First Senate meeting called of the combined CCBC campuses. The meeting was a regular Senate meeting and was called by Dionne Johnson. At the start of the meeting there were no elected officials. The official name of this assembly is The College Senate of the Community College of Baltimore County or the College Senate.

Issue	Report	Explanation/ Final Action
I. Introductions	Dionne Johnson convened the first College Senate meeting. Attendees introduced themselves and identified their school, division, and or area.	
II. Election of Parliamentarian	Willa Brooks was the only nominee for this position. Vote was completed by <i>Viva Voce</i> Election.	Willa Brooks was elected Parliamentarian
III. Election of Senate Chair	There were four nominees for Senate Chair: Michael Ehrlinger, Mitchell Perkins, Christopher Rhines, and Regina Shea. Mitchell Perkins withdrew from candidacy prior to voting. The voting mechanism used was The Single-Transferable Vote System, which was previously distributed by electronic mail and paper mail, <i>and was</i> Willa Brooks summarized and distributed a handout on how to use this voting method. Dionne Johnson	Christopher Rhines was elected as Chair of the first combined College Senate.  Tom Gregory requested an opportunity to review the votes.

	distributed pre-made ballots, and the voters were requested to eliminate Mitchell Perkins from the list. The votes were counted by G. Lavery, R. Hess, Ken Mac, Pat Beard, and Chris Mirbaha	
IV. Determination of length of service in the Senate	Length of service of Senate appointment needed to be determined. It was decided <i>that a "short straw drawing" vote</i> would be held to determine length of service. Willa Brooks organized this <i>process</i> .	Length of Senate service was determined. This will be published on a separate form.
V. Election of Vice Chairs	Since Christopher Rhines represents Essex campus, the two Vice Chairs will be elected one each from the Catonsville, and Dundalk campuses. The nominees were Michael Ehrlinger from Catonsville, and Joe Whedbee from Dundalk. As there were not other nominees, the nominations were closed. Vote was completed by <i>Viva Voce</i> Election.	Michael Ehrlinger and Joe Whedbee were elected as Vice Chairs.
VI. Election of Senate Secretary	The Senate Chair spent a great deal of time describing the role of the Senate Secretary. The college will be giving 24 hours per semester of release time to the Senate Executive Committee for additional workload responsibilities. The Senate Chair envisioned that the secretary should receive 6 hours of release time per semester due to the workload beyond committee meetings. A lengthy discussion occurred regarding the added responsibility of creating and maintaining a Website. This was illustrated in the Bylaws. The Senate discussed creating another position, identified as <i>Web Master</i> to aid the secretary.  Nominations for secretary included: Regina Shea and Edna Michel-Moyer. A ballot vote system was utilized.	The Senate decided to allow the Executive Committee an opportunity to meet and then decide what release hours should be given to each member. The Executive Committee will also discuss the potential of adding a Web Master to the Executive Committee  Regina Shea was elected to the position of Secretary but declined the position after the vote had been taken. Edna Michel-Moyer accepted the position of secretary

		by default.
VII. Bylaws	The Senate Chair began a review of the Bylaws. Because of the time constraints of the meeting, Professor Rhines wanted to review the Bylaws by section.	A vote on Bylaws will occur at the next meeting, once the Senate has fully reviewed the Bylaws.
VIII. Committees of the Senate	The Senate Chair requested that Senate members forward possible committee requests to the Chair or the Secretary.	Information for committee requests should be forwarded prior to the next Senate meeting to Professor Rhines or Professor Moyer.
IX. Meetings of the Senate	The Senate Chair announced the regular Senate meetings.	The site of the meeting will be held revolving from campus to campus. <i>Chris Rhines will be responsible for getting a site at the Essex campus, which is where the next Senate meeting will be held. Joe Whedbee will be responsible for getting the room on the Dundalk campus. The <u>regular meeting</u> date of the Senate will be the <b>third Monday of each month at 3:00 PM.</b></i>

Meeting Adjourned at 5:10 PM.

Next Senate Meeting September 21, 2004 at 3 PM on the Essex Campus, room to be announced.

Respectfully Submitted,

Edna Michel-Moyer

8/23/04