

The Community College of Baltimore County
College Senate Minutes

Date: February 20, 2006

Time: 3:00pm

Site: Essex J Building Auditorium

APPROVED: March 20,2006

Members Present: Ira Albert, Ruth Ambrose, John Bachelor, May Chen, Karen Dalton, Charles Dowling, Michael Ehrlinger, Roger Emerson, Bridget Gilmore, Paul Glasgow, Catherine Griswold, Dell Hagan-Rhodes, Beth Hunsinger, Steve Kabrhel, Yana Karabelas, Thomas Kemp, John Kozarski, George Lavery, Donna Links, Bernadette Low, David Ludwikoski, Ken MacLaughlin, Cheryl McNamara, Chris Mirbaha, Casey O'Brien, Penny ReVelle, Donna Rongione, Virginia Schurman, Charles Seltzer, Dennis Seymour, Al Starr, Brenda Stevens, Robert Stone, Carol Tipton, Laura Trauth, Louis Vuong, Joe Whedbee, Lee Wible

Excused Absence*: Jan Allen, Wayne Alt, Evan Balkan, Bob Brown, Ken Buck, Cassidy Chesnut, Virginia Forster, Marian Herb, Rob Hess, Kimberly Keefer, Jacqueline Lucy, Michelle Mahan, Jack McLaughlin, Edna Michel-Moyer, Carolyn Payton, Mitchell Perkins, Ashley Probasco, Christopher Rhines, James Robinson, Lucius Robinson, Fran Smither, Ann Stearns.

*Due to the power outage on the Essex campus February 20, some Senators were not aware that the meeting was still being held, so all absences are counted as excused.

Visitor: Traub Crow representing Lisa Turner

This meeting was a regular Senate meeting and was called by Senate Chair Michael Ehrlinger. The official name of this assembly is The College Senate of the Community College of Baltimore County or the College Senate. The Senate secretary is Carol Tipton.

Item	Discussion	Action
I. Call to order	The meeting was called to order at 3:06 pm by Senate Chair Ehrlinger.	
II. Chair report	BOT report. Chair Ehrlinger informed the trustees that the Senate proposal to change the college email policy became a reality, reflecting a new climate here.	

	<p>Grievance Committee elections. The Senate needs to have elections for Unit 4 Classified, Faculty and Administrators. There are only 4 nominees for classified for 5 regular and two alternate positions. Senator Ehrlinger will post a reminder to them on Tuesday. We will elect 5 out of the 47 nominees for the faculty panel via Scantron form today. Some information on rank and discipline may be incorrect, so please accept our apologies. An email list of administrators will be available by the March meeting, enabling us to conduct that election at that meeting.</p> <p>Assigned to Committee. The Faculty Leave of Absence Without Pay policy currently in the Employee Handbook cannot apply to faculty who function on a semester basis. The policy allows a maximum of 3 months, which does not match with the regular semester schedule.</p> <p>Reminder. Senate proposals are due to the Secretary by noon on the Friday prior to the Executive Committee, which meets one week prior to regular Senate meetings. Any proposals submitted after the deadline will be added to the agenda as items of interest for consideration at future meetings.</p>	Assigned to PAC.
III. IT Council report by Casey O'Brien	<ol style="list-style-type: none"> 1. Starting March 6 students and staff will begin using ID numbers instead of Social Security numbers. The number appears on ID cards, but one must substitute the first digit for a 9. Senators expressed concern that on-line students do not come to campus and, therefore, do not have ID cards. Tinny Ward or Joel Martin will be notified about this. May Chen will send out a notice to students about this change. 2. A document describing how to save and access computer files on H drive will be sent to all senators. These files are backed up on the college system and 	

	<p>will later be accessible from any campus or home.</p> <p>3. The number of wireless access points will increase from 63 to 184 this summer. Internet connectivity overall has improved since the college increased bandwidth recently.</p> <p>4. College employees can request free software to install McAfee, with a perpetual license on both college and home computers.</p>	
IV. Approval of minutes		Minutes were approved unanimously.
V. Committee reports	<p>A. Academic Standards. Senator Kabhrel reported that the committee met three weeks ago and submitted three proposals which the Senate will discuss today.</p> <p>B. Budget Review. Senator Albert reported that a proposal delineating the role of the Budget Review Committee will be presented today.</p> <p>C. Curriculum and Instruction. Senator Low reported that a proposal would be presented under New Business today.</p> <p>D. Evaluation. There was no report.</p> <p>E. Learning Environment/Student and Community Affairs. Senator Dowling reported that the current inclement weather policy appears adequate, but that the committee will nail down a proposal on this before the next Senate meeting. The committee will also focus on the poor quality of food service and adjustments to the college calendar, possibly eliminating the Wintermester.</p> <p>F. Professional Affairs. Senator Mac Laughlin reported that PAC met three times in the past three weeks. The</p>	

	<p>Reinstatement of Tenure is on the agenda for today. Special appreciation is extended to Senator Mirbaha as primary author of the document, and Senators Allen, Griswold, Rongione and Smither for their contributions. The amended Grievance Procedure is also on the agenda today. The Employee Handbook is nearing completion. The entire book has undergone a complete investigation. Most section first drafts have been completed. All major sections are in their final drafts and are being typed.</p>	
VI. Forum reports	<p>Catonsville. Senator Michel-Moyer emailed Senator Tipton to present the Forum report, but the email was not read until after the Senate meeting. The report follows: The Catonsville Forum met on February 6 with very low attendance. Senators Michel-Moyer and Tipton recapped recent Senate activities. Senator Tipton reported speaking with Jeff Hagen, Chief of Public Safety, who said the boot can and will be used on Catonsville parking violators soon.</p> <p>Dundalk. Senator Mirbaha reported that the February meeting was cancelled, and the next meeting will be held March 15 at 3:00 in J201.</p> <p>Essex. Senator Shurman reported that the Essex Forum met on February 1 and focused on the poor quality of the college food service and civility issues in the cafeteria. The forum meets the first Wednesday of each month, 12:45-1:30: March 1, April 5, May 3.</p>	
VII. Old Business	None.	

<p>VIII. New Business</p>	<p>A. The Budget Committee proposal, The Role of the College Senate in CCBC's Budgeting Process was introduced and discussed.</p> <p>B. The revised Employee Grievance Procedure from PAC was introduced and discussed.</p> <p>C. The CIC proposal to approve two courses in the Occupational Therapy Assistant Program was introduced.</p> <p>D. The Academic Standards proposal, Course Repeat Policy, was introduced and discussed.</p> <p>E. The Academic Standards proposal, International Baccalaureate Credit, was introduced and discussed.</p> <p>F. The Academic Standards proposal, College-Wide Course Overload and Late Registration Policy, was discussed. Concern was expressed about increasing class size in science classes, which have limited lab space, about defining who a Dean's designee might be, about allowing students to miss the first class and still register, and about students' access to a Dean when a signature is needed.</p>	<p>It passed with 16 in favor, 13 opposed, and 6 abstentions.</p> <p>It passed with 4 abstentions and no one opposed.</p> <p>It passed unanimously.</p> <p>It passed with 27 in favor, 4 opposed and 3 abstentions.</p> <p>It passed with one abstention and no one opposed.</p> <p>It failed to pass with 15 in favor and 17 opposed.</p>
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	<p>G. Senator MacLaughlin moved that the Senate hold an interim meeting to discuss the tenure proposal on a date set by the chair.</p>	<p>The motion passed unanimously.</p>
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The meeting was adjourned at 5:00pm. The interim 2005-2006 Senate Meeting will be held Monday, February 27, 2006, at 3:00pm on the Dundalk Campus, J201.

Respectfully Submitted,
Carol Tipton
Senate Secretary, 2005-2006

The Community College of Baltimore County
College Senate Minutes

Date: February 27, 2006
Site: Dundalk Campus, J201

Time: 3:00pm

Members Present: Ira Albert, Wayne Alt, John Bachelor, Bob Brown, Cassidy Chesnut, Karen Dalton, Michael Ehrlinger, Roger Emerson, Catherine Griswold, Dell Hagan-Rhodes, Marian Herb, Rob Hess, Steve Kabrhel, Yana Karabeles, Thomas Kemp, Bernadette Low, David Ludwikowski, Ken MacLaughlin, Jack McLaughlin, Cheryl McNamara, Chris Mirbaha, Penny ReVelle, Donna Rongione, Dennis Seymour, Fran Smither, Al Starr, Robert Stone, Carol Tipton, Laura Trauth, Louis Vuong, Joe Whedbee, Lee Wible

Members Excused: Charles Dowling, Virginia Forster, Bridget Gilmore, Beth Hunsinger, John Kozarski, George Lavery, Donna Linksz, Jacquelyn Lucy, Edna Michel-Moyer, Casey O'Brien, Lucius Robinson, Virginia Schurman, Brenda Stevens

Members Absent: Jan Allen, Ruth Ambrose, Evan Balkan, Ken Buck, May Chen, Paul Glasgow, Kimberly Keefer, Michelle Mahan, Carolyn Payton, Mitchell Perkins, Ashley Probasco, Christopher Rhines, James Robinson, Charles Seltzer, Ann Stearns, Lisa Turner

This meeting was an interim Senate meeting and was called by Senate Chair Michael Ehrlinger. The official name of this assembly is The College Senate of the Community College of Baltimore County or the College Senate. The Senate secretary is Carol Tipton.

I. Call to order	The meeting was called to order by Chair Ehrlinger at 3:08pm. The purpose of this meeting was to discuss the proposal on tenure which the Senate was unable to discuss during the regular meeting, due to time constraints.	
II. Introduction of Tenure Proposal	Senator Ken Mac Laughlin moved that the proposal, Re-Institution of Tenure at CCBC, be adopted. Senator Mirbaha gave a PowerPoint presentation outlining the history of tenure at CCBC, defining what tenure is and is not, detailing trends in tenure in MD and nationwide, citing tenure-related issues and benefits of tenure, and issuing procedural recommendations. A copy of the presentation is attached with the minutes.	

	<p>Discussion centered on:</p> <p>Whether to include the rationale with the proposal.</p> <p>Whether post-tenure review should be retained.</p> <p>How much detail on implementation should be included in the proposal.</p>	<p>It will be included although it is not an official part of the proposal.</p> <p>Tenure entails accountability by faculty regarding job performance. It will be retained.</p> <p>Details on implementation of tenure will be worked out upon Board approval of the proposal. It is not the job of the Senate to work out all specifics.</p> <p>The proposal passed unanimously.</p>
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The meeting was adjourned at 3:55pm. The next meeting of the CCBC College Senate will take place on Monday, March 20, on the Catonsville Campus, at 3:00pm in H308.

Respectfully submitted,
Carol Tipton
College Senate Secretary