

The Community College of Baltimore County
College Senate Minutes

Date: October 15, 2007
Site: Catonsville H-308

Time: 3:00pm

Members Present: Jan Allen, Pat Beard, Bob Brown, Sharon Casey, Erica Cirillo, Paulette Comet, Karen Dalton, Bill DeLauder, Charles Dowling, Michael Ehrlinger, Seham El Gendi, Don Elliott, Linda Fleischer, Paul Glasgow, Jonathan Grimes, Catherine Griswold, Patricia Harrigan, Steve Kabrhel, Natalie Kimbrough, John Kozarski, George Lavery, Kelly Lemons, David Ludwikoski, Ken MacLaughlin, Mark McColloch, Joan McDade, Chris Mirbaha, Carlos Muhammad, Maureen O'Brien, Mitchell Perkins, Laura Pilat, Patricia Rhea, James Robinson, Kraft Rompf, Donna Rongione, Caroline Scott, Charles Seltzer, Morgan Slusher, Ann Kaiser Stearns, Robert Stone, Carol Tipton, Laura Trauth, Kate Van de Wal, Paul Webster, Joe Whedbee, Lee Wible, Chuck Wright

Excused Absences: John Bachelor, Richard Barnett, James Crouse, Martha Hervey, Donna Links

Unexcused Absences: Dian Fetter, Mary Hebranson, Christian Richards, Michael Robinson

Guests: Martha Lippy, Rod Pullen, Laruen Rains, Dennis Seymour, Tashima Ricks

Item	Discussion	Action
I. Call to order	The meeting was called to order at 3:00pm by Senate Chair Ehrlinger.	
II. Chair remarks	<p><u>BOT Report.</u> On September 26-29, the Association of Community College Trustees Annual Congress (ACCT), met in San Diego. Three of our Trustees: Foos, Myrick, and Latshaw participated. The next Regular Board of Trustees meeting will be at CCBC Essex on Wednesday, November 14, 2007.</p> <p><u>Senior Staff</u> . Chair Ehrlinger met with the Senior Staff on Tuesday, October 2, and invited Senator Kaiser Stearns to attend to present the Senate proposal on the Annual Professional Summary. It was well received as we expected.</p>	

	<p>Although it was not approved at that meeting, you may have noted that the approval was announced on October 10. Senator Kaiser Stearns was also invited so that Senior Staff would have an opportunity to give us updated information on the status of our previous Senate proposal for Supervisor Evaluation. Often with our present administration, Senior Staff will take our proposals seriously as action items but without a formal notice of adoption. That is the case with this particular proposal; it did not fall on deaf ears. To adequately address the proposal, it required further research which Senator Kaiser Stearns will address in her committee remarks.</p> <p><u>New Senator.</u> The Senate welcomes Seham El Gendi from Liberal Arts.</p> <p><u>ExCom.</u> The Executive Committee met on Monday, October 5, and reviewed three items for today’s agenda. The first item was a proposal for Children on Campus. Senator Dowling and LESCA were thanked for submitting this proposal. It has been forwarded to BISRC for parallel research from our General Counsel and Public Safety. A second proposal came forward for the creation of a Faculty Council. Senator MacLaughlin and PAC were thanked for their work. The genesis of this proposal was to create a body that could deliberate on a policy related to the selection of Department Chairs. In this matter, the Executive Committee determined to exercise its constitutional right to form a task force in the form of an ad-hoc committee. Please consider the following:</p> <ol style="list-style-type: none">1. The committee would be nine members, predominately faculty, and keeping a balance of campus representation from each of the three campuses.2. Three members would be faculty Senators, one each from the three campuses. The Executive Committee	
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	<p>requested that Senate representation from Essex and Dundalk come from PAC if feasible in that they would have some history with the subject proposal.</p> <ol style="list-style-type: none"> 3. Faculty volunteers will be solicited from the College for three additional seats on the committee, one from each campus, to be selected by the Executive Committee. 4. The committee will also include one Dean and two Department Chairs, also representing distinct schools and campuses who will be solicited from the Office of the Vice President of Instruction. 5. The committee's meetings shall be announced and openly held. 6. The charge of the committee will be to review the Selection of Department Chairs proposal and the Department Chair job description for deliberation by the Senate. 7. The formulation of this committee will assist to unburden the docket from PAC. <p>Senator Allen questioned whether the Senate would be able to discuss and vote on the formation of this ad hoc committee. She felt that an ad hoc committee would not have as much clout as a standing committee. Chair Ehrlinger stated that the selection of department chairs proposal is not a faculty-only issue. The committee will consist predominantly of faculty members, but other constituencies will be included.</p> <p><u>Reminders from the ExCom</u></p> <ul style="list-style-type: none"> ○ Monthly committee meeting and forum reports should go to the Secretary as well as <i>attendance</i> reports from the 	
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	<p>committee meetings. In meetings with packed agendas these reports may well be used in lieu of reporting from the Senate floor.</p> <ul style="list-style-type: none"> ○ As a reminder, Senate proposals are due to the Secretary by noon the Friday prior to the Executive Committee meeting. That deadline will be November 9. ○ Finally, our next Senate Meeting is on November 19 at our regular time, 3:00, on the Essex Campus J137 Lecture Hall. 	
III. Approval of Minutes		The minutes were approved unanimously.
IV. Forum Reports	<p>A. Catonsville. Senator Tipton reported that the Catonsville Forum met on September 24. Vice President Melissa Hopp outlined some emergency preparedness measures being taken at CCBC as well as some administrative issues, such as an attempt to streamline policies and paperwork. Dr. Trude Cooke-Turner spoke about the Community Building Initiative. Tony Alleyne talked about CAVOC activities and how he is working with students to address issues they are concerned with. Chair Ehrlinger spoke about Senate activities, especially the Evaluation Committee proposal. The next meeting will be October 22 at 3:30 in E-104.</p> <p>B. Dundalk. Senator Mirbaha stated that the Dundalk Forum met on Wednesday, September 26, with 28 people attending. Reports were given on Senate and SGA activities. Discussion centered on the establishment of a community garden with flowers and vegetables, the need to add courses during prime time when classrooms are not available, the fee to use</p>	

	<p>athletic facilities only at Dundalk, and the viewing of pornographic material on college computers. The next meeting is Halloween, 3:00-4:30 in J-201.</p> <p>C. Essex. Senator Grimes reported that the Essex Forum will meet next Monday in the E Building recital hall. Next month the forum will meet in the J Building auditorium. During the last meeting several issues were discussed: changes in class times on Tuesdays and Thursdays and how not much notification was given, whether to institute Monday/Wednesday only afternoon classes similar to those meeting on Tuesday/Thursday in order to generate more enrollment at the college, the process of ticketing illegally parked cars, children in the classroom, and the evaluation of supervisors.</p>	
V. Committee Reports	<p>A. Academic Standards. Senator Kabrhel reported that the committee will meet next Monday, October 22, at 2:30 in the interactive video rooms. Joel Martin, chair of the Distance Learning Advisory Council, will come to discuss on line classes. If anyone has questions or concerns about on line courses, please notify Senator Kabrhel.</p> <p>B. BISRC. Senator Stone reported that the committee met on October 10 on the Catonsville Campus where they discussed the remanded LESCA proposal regarding children on campus. They will meet with Rod Pullen of Public Safety and Beth Woodland Hargrove, General Council, to get information needed before moving this proposal forward. One committee member works for the Planning Research Evaluation Office, which provides trends in student enrollment.</p>	

	<p>That office recently put out a report on PEP students, whose numbers decreased last spring. Many of these students take English 101, CIS, and Speech 101. Senator Kozarski sent out a trends report, 2003-2007, which will be sent to committee chairs for dissemination. The next BISRC meeting will be November 14 in the afternoon.</p> <p>C. CIC. Senator Dalton reported that the committee met in September and reviewed four proposals, two of which will be presented today. The committee will meet tomorrow and review two more proposals.</p> <p>D. Evaluation. Senator Kaiser Stearns expressed appreciation for being able to participate in the recent Senior Staff meeting, where Senate work is valued and appreciated. Committee meeting dates have been changed to the second Monday of the month, the next meeting being November 12 in the Catonsville Continuing Education conference room. The December meeting will be at Essex, and the January meeting will occur on the 11th prior to the Senate meeting. The agenda includes discussion of the CIEQ, the faculty student rating instrument. Half of the committee on promotion will consist of Senate Evaluation committee members. Dr. Debbie Hutchinson will co-chair with Dr. McColloch, working on policy and procedures to accompany the faculty evaluation system.</p> <p>E. LESCA. Senator Dowling reported that the committee had an e-meeting discussing children on campus. The committee is working on a proposal regarding Veterans' Day. The committee will most likely have a</p>	
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	<p>face-to-face meeting around the 2nd of November at Dundalk. Senators were urged to submit any concerns to LESCA for consideration.</p> <p>F. PAC. Senator MacLaughlin reported that PAC met on the first of October and today prior to the Senate meeting, proposing the creation of a faculty council, a standing committee with faculty membership which would recommend policy dealing with faculty issues. The committee also finalized a selection process proposal. The next meeting will be held on November 5 by teleconference.</p>	
<p>VII. New Business</p>	<p>A. CIC proposal. Several education course objectives need to reflect new industry standards. Another course, teaching students how to read, had a change in prerequisites from ENGL 052 to ENGL 101.</p> <p>B. Memorandum from the Evaluation Committee recommending that the Senior Staff identify and implement a rating instrument by which faculty can evaluate supervisors. Supervisors should have a say in how they are evaluated, just as faculty have had. This recommendation would include all levels: coordinators, department chairs, deans, vice presidents. Supervisor evaluations by non-faculty also need to be addressed, but perhaps at a later date, and would include both union and non-union employees. Dr. Mc Colloch reported that the President would like to proceed first with implementation of the faculty evaluation and step-and-grade systems. She does want a supervisor evaluation system also but needs to study in order to determine the best approach to take.</p> <p>C. Faculty Council discussion. Chair Ehrlinger reminded</p>	<p>The proposal passed unanimously.</p> <p>The Senate voted unanimously to bring this memorandum forward.</p>

	<p>the Senate that the Executive Committee had reviewed the PAC proposal to create a new Senate standing committee dealing with faculty-only issues and had questioned what issues this committee could address which are not currently addressed through an existing mechanism. The proposal did not contain a rationale/charge for this committee. Therefore, the Executive Committee decided to form a task force/ad hoc committee to deal specifically with the issue of selecting department chairs. Sentiment was expressed by the Senate that faculty need a forum in which they can speak freely, that often faculty on one-year contracts feel intimidated and cannot express their opinions, that faculty do not enjoy union protection, and that many do not have tenure. However, the Senate is comprised of more than faculty members and may not be the best site to house a faculty-only forum. A motion was made to allow PAC to rework its proposal for next time to include a rationale and to defer the creation of the ad hoc committee.</p>	<p>The motion passed with 2 opposed and 2 abstaining.</p>
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The meeting was adjourned at 4:05 pm. The next 2007-2008 Senate Meeting will be held Monday, November 19, at 3:00pm on the Essex campus, J Building Lecture Hall.

Respectfully Submitted,
Carol Tipton
Senate Secretary, 2007-2008

CCBC SENATE Chair Report, 07-10

