

The Community College of Baltimore County  
College Senate Minutes

Date: June 13, 2005

Time: 12 N

Site: Essex, Recital Hall

Members Present: Ken MacLaughlin, Christopher Rhines, Regina Shea, Ann Sterns, Wayne Alt, Kelly Costner, Bernadette Low, Monica Otal, Michelle Perkins, Bob Brown, Karen Dalton, Jim Hershey, Steve Kabrhel, Chris Mirbaha, Carol Roush, Virginia Schurman, Joe Whedbee, Charles Dowling, Mike Ehrlinger, Erik Miller, , Marianne Eichenberger, Edna Michel-Moyer, Susan Thompson, Dennis Seymour, Marian Herb, Beth Hunsinger, George Lavery, Fran Smither, Ken Buck, Lee Wible, May Chen, John Kozarski, Jacquelyn Lucy, Cassidy Chesnut, Donna Linksz, James Robinson, Lucius Robinson, John Bachelor, Sue Fowler, Robert Stone, Jonathan Blakeney, Patricia Beard, Terry Wolfe and David Schein

Excused Absence: Phyllis Baytop, Paul Glasgow, Robert Hess, Bob Kraft, Michelle Mahan, Judith Maisey, and Linda Weinhouse

Absent: Ira Albert, Dana Colainni, Tom Gregory, Gerald Lee, Jeff Lee, Charles Seltzer, Robert Solomon, and Al Starr

This meeting was a regular Senate meeting and was called by Senator Rhines. 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 Edna Michel-Moyer

Issue	Report/ Discussion	Explanation/ Final Action
I. Call to Order	The meeting was called to order at 12:10PM	No action
II. Report of the Executive Committee: Chair of the Senate Christopher Rhines	A. A college supported lunch is being given today at 1 PM for the outgoing and incoming Senate. B. The Senate Chair reported that he presented his report to the Board related to: <ol style="list-style-type: none"> <li>1. Banner checking prerequisite courses prior to student enrollment into courses. The board recognized this problematic issue and understands the college is working to</li> </ol>	All items presented by the Senate Chair to the Board were accepted.

	<p>solve the problem. Senator Links reported that Senator Starr wanted “wording” from the Academic Standard Committee (ASC) to assist with solving this issue. ASC provided said wording.</p> <p>2. <i>The Grievance Policy</i>: The board changed a few words of the policy to coordinate the document with the law.</p> <p>3. <i>The Animals on Campus Policy</i> was accepted.</p> <p>C. The Senate Chair announced that in lieu of reading the end-of-year Senate committee reports, all end- of -year reports would be forwarded with the June 13<sup>th</sup> 2004-2005 minutes and posted on the web. This was due to the short time frame of this meeting.</p> <p>D. The Senate’s Budget: the Senate Secretary has ordered a new lap top, laser printer (with extra ink cartridges), tape recorder and tapes for next year’s Senate secretary. When received the Senate secretary will load the work which has been completed on to the computer. This will allow a smoother transition for each subsequent Senate secretary. An I-Pod for recording the Senate meeting has been considered for purchase. This should be researched for the future.</p> <p>E. Proposals for the Senate by the Executive Committee: Each of the following proposals represents a change in the Constitution. <b>Any change in the Constitution requires: “majorities of not less than 2/3 of the College Senate membership voting at a meeting of the Senate subsequent to</b></p>	
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<p>Creation of Web Master Position as an officer to the Senate</p>	<p><b>the meeting in which the amendment was proposed.” If these proposals are accepted, than they will be voted upon again in the 2005-2006, first meeting.</b></p> <p>1. The Executive committee recommends creating a Web Master position as part of the officer positions to the Senate. This is not a position on the Executive Committee. A discussion occurred in the Senate in September of 2004 related to creating a Web Master position to remove some of the duties of the College Senate Secretary. This was never acted upon. The Executive Committee introduced a formal proposal to create such a position. This proposal was accepted and seconded.</p> <p>An amendment of wording in the proposal was changed to read: “<i>A Web Master shall be elected each year by its members to oversee the transparency duties of the College Senate work</i>”. This proposal was accepted and seconded.</p> <p>Discussion: Senator Lavery, suggested the Senate budget could be used to hire an individual outside the Senate to do this work. Senator Lavery thought that this position would then not be a Senate officer. Senator Rouch felt this position should be an officer position because the position was one in which communication was extended to the college and community. She felt that the <i>WebMaster</i> position should not be a staff position.</p>	<p>This proposal was accepted: with 36 for the proposal, 2 against, no abstentions.</p>
<p>Combining the function, duties and responsibilities of the Learning Environment</p>	<p>2. The Executive committee recommends combining membership and function of the Student and Community Affairs (SCA) and Learning Environment Committee (LEC.) The Executive</p>	

<p>Committee (LEC) and the Student and Community Affairs Committee (SCA)</p>	<p>Committee sent out a formal proposal to this end.</p> <p>This proposal was accepted and seconded.</p> <p>Discussion: Senator Dowling stated that many of the SCA issues looked at more student and community problems. He felt this was not part of the LEC responsibilities. LEC has more issues associated with classrooms and environment. SCA looked at direct student and community issues (i.e.: smoking and parking.)</p> <p>Senator Hunsinger stated that the issues which came to LEC were both SCA and LEC. Meeting for LEC were poorly attended and that combining the two committees would allow for greater attendance. She felt that this idea of combining the two committees came as a suggestion originating from the LEC.</p> <p>Senator Chen stated that enrollment management issues crosses over between SCA and LEC. She felt that combining the committees would have a better channel of communication for solving many of the problems with enrollment.</p> <p>Senator Lavery stated that work load of the two committees would be combined and be more similar to PAC (Professional Affairs Committee) or CIC (Curriculum and Instruction) workload. He suggested that the Senate committee’s workloads would be more balanced if this proposal was accepted.</p> <p>Senator Fowler was concerned about the title of the new committee. She believed that the term “community” should be included within the title.</p>	
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<p>Increasing the duties of the Budget Review Committee (BRC)</p>	<p>Senator Mirbaha recommended amending the title of the combined committees to: Learning Environment, Community and Student Affairs. This was seconded.</p> <p>Senator Schlein thought the title was clumsy and felt the title needed to change. Senator Linkszt felt that the title should reflect the function of the committee.</p> <p>Senator Mirbaha revised her amendment to change the title to: <i>Learning Environment and Community Affairs</i>. This amendment to the proposal was seconded and passed 26 for the title change, 9 opposed, and 1 abstention.</p> <p>A final vote was taken with the amendment in title.</p> <p>The Executive Committee proposed that the BRC include preparing the College Senates budget within it's list of functions. This would be a change in the BRC's function and mission. There would be an addition to the By-laws under the responsibilities if this proposal was accepted. The Executive Committee recommends the following statement to replace the current terminology in the By-Laws: "<b>The Budget Review Committee</b> shall be responsible for working with other CCBC officers in developing recommendations regarding the College's annual budget request and will prepare the College Senate's Budget and report said budget to the Executive Committee."</p>	<p>This proposal was passed: 29 in favor, 9 against and 1 abstentions.</p> <p>The proposal was accepted unanimously.</p>
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	<p>Motion was proposed and seconded.</p> <p>Discussion: Senator Bachelor requested clarification on the suggested proposal. He asked if the BRC would be responsible to set up the budget bring the budget to the executive committee which then would be brought to the Senate. This would be the intent of the proposal.</p>	
III. Approval of the Minutes dated May 9, 2005	No changes.	Minutes are approved
IV. Committee Proposal: Student and Community Affairs (SCA), Senator Dowling	<p>Senator Dowling proposed a change in parking regulation. He presented statistics about parking to the Senate in written format. His committee proposed that Public Safety and Facilities Management of the Dundalk, Essex and Catonsville campuses conduct a feasibility study of providing voluntary gated access parking for faculty and staff at a nominal cost. This study would be conducted under the oversight of this committee and would be completed by December 2005 if accepted.</p> <p>The proposal was seconded. No discussion occurred.</p>	The proposal passed with 36 for 3 against and 1 abstention. This will be reported to the Chancellor by either the current Senate chair, or the 2005-2006 Senate Chair.

The Senate Adjourned for lunch at 1:15 PM.

The 2005-2006 Senate Meeting will be held following lunch.

Respectfully Submitted,  
Edna Michel-Moyer  
Senate Secretary, 2004-2005