

The Community College of Baltimore County  
College Senate Minutes

Members Present: Ira Albert, Robert Hess, Christopher Rhines, Regina Shea, Ken MacLaughlin, Ann Sterns, Wayne Alt, Tom Gregory, Mitchell Perkins, Bernadette Low, Linda Weinhouse, Bob Brown, Karen Dalton, Jim Hershey, Steve Kabrhel, Chris Mirbaha, Virginia Schurman, Joe Whedbee, Charlie Dowling, Mike Ehrlinger, Erik Miller, Terry Wolfe, Marianne Ehrlinger, Edna Michel-Moyer, Robert Solomon, Dennis Seymour, Marian Herb, George Lavery, Judith Maisey, Fran Smither, Lee Wible, May Chen, John Kozarski, Bob Kraft, Michelle Mahan, Cassidy Chesnut, Donna Links., Lucius Robinson, John Bachelor, Patricia Beard, Sue Fowler, Robert Stone, Al Starr, Kesha King, Jeff Lee, David Schein

Excused Absences: Phyllis Baytop, Ken Buck, Paul Glasgo, Beth Hunsinger, Jacquelyn Lucy, Monica Otal, Carol Roush,

Absence: Jonathan Blakeney, Dana Colainni, Kelly Costner, Tom Gregory, Gerald Lee James Robinson, Susan Thompson

This meeting was a regular Senate meeting and was called to order 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

Date: 4/18/05      Time: 3:10 PM      Site: Catonsville Campus

Issue	Report/ Discussion	Explanation/ Final Action
I. Approval of the Minutes: Dated March 21, 2005	Minutes were distributed previously via e-mail. Senator Starr indicated that he had misspoken the name of the Community college that had an interesting budget method. The college he intended to name was Cecil Community College. Page 3: Senator Links stated her concern for policy related to Banner checking for pre-requisite courses prior to student enrollment rather than the smoking policy.	Move to accept the minutes with changes as indicated was unanimous.
II. Report of the Executive Committee: Chair of the Senate Christopher Rhines	Senator Rhines stated he presented the sick bank proposal to the cabinet. The smoking proposal has not been presented to the cabinet as of yet.	No Action.

	<p>The statement created by the Senate at the March meeting relating to the concern to extend the Chancellor's search if a qualified pool of applicants was not available, and that an Interim Chancellor should be appointed, was sent to the board. Senator Francis Kelly was approached by the Senate Chair regarding this statement. Senator Kelly favorably received the statement. Mr. Fisher, consultant on the search committee, had indicated that the pool of candidates was favorable for the Chancellor's position.</p> <p>The executive committee requested Chairpersons of senate committees survey current members and see who might stay on the committees for the 2005-2006 Senate years. Non-senators will and can be added to committees of the senate.</p>	
<b>III. Committee Reports</b>		
A. Academic Standards (AS)- Senator Alt	AS met on April eighteenth. The committee discussed grading policies for developmental students. At the next meeting a proposal about this material will be presented to the senate. Senator Alt will be meeting with Donna McKusick to assist with the creation of this proposal.	No action.
B. Budget Review (BRC)-Senator Shea	Senator Shea will be meeting with the chancellor and his cabinet on April twenty seventh. A discussion occurred with the county executive on April fourteenth. Senator Shea obtained a budget message related to the fiscal year. Maintenance of class sizes at current level, elimination of need for tuition increase for in-county students, budgeting for furniture and bathroom renovation were discussed; however, all must be approved by the county council. A 3% COLA has been approved for the first of July.	No action

	<p>Available money for merit raises is less than the requested amount. Merit raises will be sent to HR for approval. Future merit will be affected by the budget. Percentage of merit monies will decrease this year due to available funds.</p>	
<p>C. Curriculum and Instruction (CIC)- Senator Low</p>	<p>Senator Low reported that CIC passed the general - education transfer certificates and a political science course. The general education courses taken at CCBC will be transferable to other colleges. Three other course revisions and courses were approved.</p>	<p>No action</p>
<p>D. Learning Environment (LEC)- Senator Kraft</p>	<p>Senator Kraft presented in Senator Hunsinger's absence. The service animal policy was proposed and seconded by Senator Dowling. It is an ADA compliant proposal. The title of the proposal was changed to "Animals on Campus." Senator Links questioned how enforcement of animals (pets) on campus will be handled. In the past, the public safety officers handled this problem. Senator Lavery offered several editorial and amendment changes to the proposal.</p> <p>Committee report: The committee met with Dave Frace and Lynne MacLaughlin to discuss the implementation of <i>CollegeNet</i> software during the winter session. This program will be used to schedule all classrooms. There will only be a few dedicated space classrooms at the college. An inventory will be taken of each classroom. This implies that furniture and equipment cannot be moved. LE recommended that Ms. MacLaughlin and Mr. Frace give a report to the Senate in the fall. In the future, training will be available to faculty and staff on this software. There was some concern voiced that the room assignments may not meet the needs of classes. For</p>	<p>The proposal passed with a unanimous vote.</p>

	example, a computer in a room may not have the software which faculty needs to teach the class.	
E. Professional Affairs (PAC)- Senator MacLaughlin	<p>Senator MacLaughlin stated that Senator Mirbaha will chair the subcommittee which will investigate return to a form of tenure.</p> <p>Senator MacLaughlin presented the revised grievance proposal. The proposal was seconded. Senator MacLaughlin brought forth several editorial changes and elimination of section 3.2.3. Senator MacLaughlin added an addition to the proposal: 6.3.2: <i>All recommendations from the CCBC Appeals Committees will be reviewed by the Chancellor or his or her designate or the Board of Trustees.</i></p> <p>Senator Linksz voiced concern that continuing education had no one to turn to for instituting a grievance. Senator MacLaughlin indicated that these individuals needed to go to Vice Chancellor, learning and student development. Senator Starr indicated that the language needed to be changed to illustrate this direction.</p> <p>The question of what happens at the end of the year to 10-month contract employees who may have a grievance and are not employed during the summer was raised. Additionally, how does the committee meet if they are not under college contract?</p>	<p>Vote: passed, with one abstention</p> <p>No suggestion was made to this problem.</p>
Subcommittee of PAC on Evaluation- Senator Stearns Report	<p>Senator Stearns reported that the evaluation committee has been reconstituted. SIR II forms are expensive and time consuming. The committee is looking at new evaluations, perhaps with an on-line component. Additionally, the committee is looking at evaluation methods to be equitable and fair by the evaluator and that</p>	<p>Senator Stearns requested faculty, staff, and senators to forward concerns, and suggestions to her about evaluation.</p>

	<p>all evaluators use the same method, and criteria for evaluation. For faculty evaluation one concern is how evaluations will be used. Will evaluations be used to demonstrate professional growth? Another concern is the use of continuing education credits. There is no equity between con-ed credits as compared to credit type courses taken.</p> <p>The next meeting of the evaluation committee is April twenty-fifth at 3 PM at the Essex campus in L203.</p>	
F. Student and Community Affairs (SCAC) - Senator Dowling	<p>Senator Dowling indicated that the next meeting for SCA will be in May and held at the Catonsville campus. The focus of this meeting will be parking at the Catonsville campus. Senator Dowling indicated that parking is a problem on all three campuses, but the focus of this meeting was the Catonsville campus. Senator Dowling will be attending forums to discuss the parking issue. Senator Dowling will be working with Mr. Hagan from public safety on this problem.</p>	<p>Senator Dowling requested Senators attend this meeting or forward suggestions about parking to him.</p>
IV. Campus Forum		
A. Catonsville Forum- Senator Moyer	<p>Senator Moyer indicated that the next meeting of the Catonsville forum will be held the second of May in E 104 at 2:30 PM. Senator Bachelor asked if the administration had responded to the request to coordinate the forums. Senator Moyer indicated that the information was in the minutes and she had not heard from administration.</p>	<p>No action</p>
B. Dundalk Forum- Senator Mirbaha	<p>Senator Mirbaha indicated that at the last forum there were a small number of attendees. During open discussion of the forum, students discussed preparedness of students</p>	<p>No action</p>

	in class. Dr. Carol Sullivan will be contacting the attendees to discuss what to do about Cohesiveness. The next Dundalk forum will be May 4 <sup>th</sup> E100 3-4:30PM.	
C. Essex Forum-Senator Shea	Senator Shea indicated that the next Essex forum meeting will be held on Wednesday April 20th in L 102 at 12:20-1:15PM. Senator Alt indicated that this was in conflict with an Ethics speaker on the Essex campus. Senator Shea indicated it would be a hardship to cancel or change the date or time of the forum.	No action
V. New Business	No new business	No action
VI. Other.		
A. Political Action – Senator Albert	Senator Albert indicated that the political action committees work demonstrated itself successfully in that there is an improving fiscal report. The college will receive \$3.5 million in additional funds. The County Executive responded to concerns about the budget. The county council will have to approve this addition to the budget.	No action
B. MHEC report- Senator Shea	Senator Shea indicated that MHEC did not meet prior to the Senate meeting. The next meeting will be held 4/19/05. A report is forthcoming at the next Senate meeting.	No action
VII. Announcements		
	The Senate Chair recommended changing the time of the June thirteenth Senate meeting to 12 N to accommodate the outgoing and incoming senate meeting with lunch. The meeting will be changed to 12N at the Essex campus.	No action
	Senator Starr will be speaking at the Learning Excellence Center at Catonsville in E 104 4/19/05. Lunch will be provided.	No action
	Senator Moyer indicated that the WEB site for the Senate will be up and running by the end of this week.	No action

VIII. Adjournment	Meeting adjourned at 4:45 PM	Unanimous vote
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The next Senate Meeting will be held May 9, 2005 at the Dundalk Campus, room to be announced.

Respectfully Submitted,  
Edna Michel-Moyer