

THE COLLEGE SENATE OF PIEDMONT VIRGINIA COMMUNITY COLLEGE

OCTOBER 10, 2003

The meeting was called to order at 2:50pm on Friday, October 10, 2003.

Senators Present

J. W. Albright	Patricia Franklin	Michael Maldony	Pat O'Rourke
Tracy Cersley	Cliff Haury	Martha McKenna	Angel Sims
Linda Crosby	Kathy Hudson	Marie Melton	Ben Sloan
Lee Fargo	Jane Kingston	Grace Miller	Ann Smith
Brian Flick	Kay Lacy	Audaz Molina	
John Hancock	David Lerman	David Moyer	

Senators Absent

Kit Decker
Tom Hyder

Alternates Present

Frank Lovelock – for Tom Hyder
Matt Bowen – for Kit Decker

The newly elected student senators (Kay Lacy, Grace Miller, Audaz Molina) were introduced and Audaz Molina was selected as the at-large student representative to the Executive Council.

Email Access

Access to email/attachments by senate members and adjuncts was discussed.

Jane Kingston moved and Audaz Molina seconded that **we have VCCS email available for all senators/adjuncts**. Motion passed. It was mentioned that there is a lack of space on those accounts and that the college is now evaluating three new systems. Brian Flick moved and Kathy Hudson seconded that the **Senate invite Greg Batten and/or Mac Lafferty to our next meeting to discuss the new email systems under review**. Motion passed. The Senate or another user group should evaluate the new systems before they are implemented. Jane Kingston moved and Kay Lacy seconded that the **Senate ask the IT Committee to research email systems that will satisfy the needs of students, faculty, and administrators**. Motion passed.

Committee Structure

David Lerman reported on the responses from committees regarding their organizational structure. Personnel & Benefits, Planning & Budgeting, and Information Technology have not met.

Administrative Services recommended eliminating the physical facilities subcommittee and adding two people to the committee (Janice Scott and Susan Hannifan) and increasing the student representation from one to two. John Hancock moved and Cliff Haury seconded that the **Senate accept the recommendation of the Administrative Services Committee**. Motion passed.

Curriculum & Instruction has two subcommittees – Honors, which consists of a coordinator and faculty teaching honors courses and Developmental Studies whose members, are suggested by division deans. They see no need to change their organizational structure.

Student Services meets on October 13.

The Senate will wait to see what the other committees recommend.

David Lerman will work on the flow chart of committees and how they report. Lee Fargo, John Hancock, and Michael Maldony will help. Senators were The Senate was asked to look at the committees and subcommittees to see what changes could be made.

The PVCC committee minutes will fall under the Senate for distribution so they are accessible to everyone. We will be publicly accessible from the Senate webpage eventually be able to post these on the web site as soon as it is up and running.

We would also like to post any decisions made by the Senate and committees so that everyone affected will have access to that information.

Attendance Policy

The Senate discussed the current meeting attendance policy that reads, "A senator who is absent from two regular or special meetings of the Senate in an academic year is considered to have vacated the seat unless a waiver is granted by the Senate Executive Council." Audaz Molina moved and John Hancock seconded that **the limit of 2 absences be changed to 3 (provided an alternate can attend)**. Motion passed.

Jane Kingston moved and Linda Crosby seconded that the **Senate consider its own membership to see if this is the right number of people to have**. Motion passed.

Six-Year Curriculum Plan

When notified that one of the purposes of the Curriculum & Instruction committee is to review PVCC's Six-Year Curriculum Plan and that such document does not exist, Jane Kingston moved and Patricia Franklin seconded that the **Senate ask committees to review their stated purpose and send any changes to the Senate**. Motion passed.

Senate Web Site

David Lerman shared a list of possible items to include on the Senate web site. Audaz Molina, David Moyer, and Michael Maldony agreed to help David with the web site.

Meeting Time

A deadline of Friday, October 17, was set for all senators to send David Lerman their schedules so that a regular meeting time can be set.

Adjournment

Frank Lovelock moved and Brian Flick seconded that the meeting be adjourned at 4:25pm.

Next Meeting: The next Senate meeting will be Friday, November 14 at 2:45pm in room 248.

Respectfully submitted,

Pat O'Rourke
Secretary