

**Minutes
Senate Meeting
11/17/2006**

Attendees: Tara Atkins-Brady, Kay Bethea, Tracy Cersley, Tom Hyder, Ed Kingston, Robin Koch, Matthew Lusk, Martha McKenna, Mahmood Moghimzadeh, Jan Reed, Ben Sargeant, Lynn Seuffert, Jose Torres, Ann Vanischak, Rebecca Ward

The minutes to the meeting of October 20, were approved without correction.

Awards Committee

Ms. Cersley told the group that the Awards Committee currently falls under the Personnel & Benefits Committee, which is under the umbrella of the Senate. However, the newly formed Awards Committee, under Pat Buck, is structured differently. Ms. Cersley reported that the President believes that the Committee should act as an Advisory Committee to the President and not as a Senate committee. The group discussed, and there was some concern expressed that with new structure didn't include students.

A motion was made, seconded, and approved that the Senate remove Awards and Recognitions outside of Senate structure and have it become an Advisory Committee to the President.

Emails to Students

Ms. Cersley reported that President Friedman agreed that the policy should be revised. One is currently being designed. The policy will make it easier for all to send out emails.

Standardized Attendance Policy

One faculty member proposed a standard policy regarding attendance: If you miss three classes from a course, the faculty member has the right to withdraw the student from class. It was mentioned that there is a policy stating that if a student misses more than 20% of classes, the faculty member may administratively withdraw the student.

The faculty member's concern was that the current policy leaves it up to the faculty member whether they drop the student or not. The majority of the faculty members present prefer to continue the policy as it is, which gives the faculty members some flexibility.

Ms. Cersley will send the issue to the FPA for their consideration.

Cell Phone Usage in Classes

After discussion, it was recommended that this be discussed by FPA to develop policy to bring back to the Senate.

Committee Reports

Administrative Services

This Committee met on November 1. The bid for internal signage has gone out and the signs should be up around the beginning of spring semester. The Bookstore will have completed their move to their new space and be back in operation after Thanksgiving. A proposed holiday schedule has been sent forth to the President's staff and was approved. Bids have been received for ADA restroom. Regarding renovations, the learning cottages are gone and the Library will be renovated over Christmas. They are looking further into smoking shelters and will make a presentation to the President's staff.

C&I

This committee has not yet met.

Information Technology

The committee met and discussed the global student email issue. A policy is being developed.

Personnel & Benefits

This committee met November 7. They are finalizing the retired staff policy and beginning review of the information on continuous learning to formulate policy and process to submit for consideration.

Planning & Budget

Dr. Friedman met with this committee and asked them to develop the next Strategic Plan. They are developing a process to accomplish this and have formed an ad hoc committee to determine if the college's mission statement needs to be changed.

Student Services

This committee met and Dr. Jackameit updated them on the proposed smoking structures. There was also an update on a Student Government Association.

Student Senator Ben Sergeant told the group that the Piedmont Engineering Club will be launching rockets on December 16, and he will be sending out information.

The December Senate meeting has been cancelled.

The meeting was adjourned at 3:15 p.m.