

**MINUTES**  
**College Senate Meeting**  
**Friday, April 18, 2008**

**Attendees:** Tracy Cersley, Rebecca Ward, Kay Bethea, Bill Hurd, Mahmood Moghimzadeh, David Duvall-Early, Ed Kingston, Marie Melton, Yvonne Carey, Martha McKenna, James Klopp, Dan Boyle, Jacob Neal, Kris Swanson, Crystal Newell

Tracy Cersley greeted everyone and called the meeting to order at 2:30 p.m.

The March minutes were approved unanimously.

**Restructuring of the Standing Committees**

The Senate subcommittee presented the Standing Committees' restructuring proposals to the Senate. Again, the task of the subcommittee was to look at the restructuring of the Standing Committees and the Senate so as to address the concerns of the FPA.

The following proposals were submitted by the Standing Committees:

- Student Services: Reduced membership from 17 to 12.
  - 3 Faculty (1 from each division)
  - Registrar
  - Business Office Accountant
  - Coordinator of Student Activities
  - 1 Classified Staff
  - 4 Students (2 from SGA, 2 At-large)
  - Director of Student Services (ex officio)
  
- Planning and Budget Committee:
  - Director of Institutional Research, Planning and Institutional Effectiveness (Chair)
  - Vice President of Instruction and Student Services
  - Vice President of Finance and Administrative Services
  - Director for Institutional Advancement and Development
  - Chief Information Officer
  - 1 Dean, appointed by VPISS
  - 1 Classified Staff from Continuing Education/Workforce Services, appointed by Dean
  - 1 Classified Staff from Student Services, appointed by Dean
  - 2 Faculty, appointed by joint decision of three deans of academic divisions
  - President (ex officio)

- Administrative Services: a reduction of 2.
  - 2 Faculty (1 from FPA, 1 At-large, dean-appointed)
  - 2 Classified Staff (1 from PASS, 1 At-large, VP-appointed)
  - 1 Administrator
  - 1 Student
  - 1 Disability Services Coordinator
  - 1 Security Supervisor
  - 1 Facilities Manager
  - 1 Vice President of Finance and Administrative Services (ex officio)
  
- Curriculum & Instruction:
  - 8 Faculty (1 each from the various academic areas: arts, humanities, social sciences, business & technologies, mathematics, and human services; faculty should represent both honors and developmental studies programs).
  - 1 Registrar
  - 1 Student (from SGA)
  - 1 Voting Dean from one of the academic divisions
  - 1 voting Dean from Workforce Services
  - 2 Deans (ex officio)
  - 1 Librarian (ex officio)
  - 1 Counselor (ex officio)
  - 1 Director of Center for Excellence in Instruction (ex officio)
  - 1 Vice President in Instruction and Student Services (ex officio)
  
- Information Technology:
  - 1 representative from the library
  - 2 Faculty from FPA
  - Director of Center for Excellence in Instruction
  - Chief Information Officer
  - 1 Classified Staff from PASS
  - 1 representative from Student Services
  
- Personnel and Benefits: a proposed 28% reduction (removed 1 faculty member and 1 staff member).
  - 1 Dean,
  - 2 Faculty (1 from FPA, 1 At-large, dean-appointed)
  - 2 Classified Staff (1 from PASS, 1 At-large, VP-appointed)
  - 1 Counselor or Librarian
  - 1 Administrator
  - Human Resources Manager

The small committee suggests that the deans or vice president of finance designate the at-large positions. They also recommend that when the subcommittee contacts the Standing Committees with the suggested reductions, the following statement is included:

“Please review these recommendations. If the recommended reduction does not allow this committee to operate effectively, please respond with justification.”

Additionally, the following statement was suggested by the subcommittee: “An alternate representative from each standing committee is expected to provide a report to the Senate in the event the Senate representative is not able to attend.” This statement is meant to clarify the responsibility of the committees and representatives to the Senate and ensure committee activity.

By requiring FPA, PASS, and SGA members to serve on committees, the Senate subcommittee hopes to respond to FPA’s concerns. This ensures that those organizations are involved in the governance of the college.

### **Senate Reduction**

The Senate membership is as follows: 3 faculty (1 from each division), 1 faculty (appointed by FPA), 1 representative from Workforce Services, 1 faculty from either counselors or librarians, 1 at-large faculty (appointed by FPA), 1 administrative advisory position (appointed by President), 1 representative from President’s Executive staff, 3 classified staff (2 appointed by PASS, 1 at-large), 3 students (appointed by SGA), and 6 standing committee representatives. The faculty, staff, and student representatives may be full- or part-time.

It was decided that the Senate size is appropriate and that no reduction is necessary. The number of students shall remain at three, and an additional FPA representative was added for balance. Two of the support staff shall be appointed by PASS, and one will be at-large. The one administrator was changed to an administrative advisory position appointed by the president.

By making these changes (i.e. how representatives are appointed to Senate), we are responding to FPA, reducing the stress on the individual divisions, and involving FPA, PASS, and SGA more in the governance of the college. Dr. Friedman wants the Senate to take more initiative; the new committee structures show initiative and allow ideas to flow more easily through the Senate and back down to the committees. The purpose of the committees is to bring ideas and concerns up to the Senate. If there is no perceived activity in one of the standing committees, the Senate reserves the right to request an update.

### **Electing New Chair**

The new chair of the Senate should be a second year senator. Ideally, the chair should also be a faculty member as the chair has always been a staff member. Amy Gillespie volunteered to be the chair, but she is not currently on Senate. David Duvall-Early motioned to delay the vote until fall, but no action was taken on that motion. Ed Kingston volunteered to be chair. He was nominated and a motion was made. He was unanimously approved as the new chair for next year.

## **Committee Reports**

### Administrative Services

Science building should go out for bid next month, and we should break ground next fall. Work on planning the volleyball court continues.

### C&I

Discussed the restructuring of the committee. Approved change in the IT program, i.e. eliminated the four specializations. It is now consolidated into one AAS program.

### Information Technology

No report.

### Personnel and Benefits

No report

### Planning and Budgeting

19 strategic initiatives were submitted to the president and are in the process of being considered for the 2008-2008 fiscal year.

### Student Services

There was an update on the Arcade Club—there is a hold due to issues about copyright. Again, advertised the Field Day on April 19<sup>th</sup> from 10 to 4.

### SGA

Advertised the field day on April 19<sup>th</sup>.

The meeting was adjourned at 3:50 p.m.

The Senate is adjourned for the summer.

Submitted by,  
Crystal Newell