

MINUTES
College Senate Meeting
Friday, October 19, 2007

Attendees: Tracy Cersley, Lynn Seuffert, Marie Melton, Ed Kingston, Kris Swanson, Tara Atkins-Brady, Kay Bethea, Mahmood Moghimzadeh, David Duvall-Early, Linda Cahill, Martha McKenna, James Klopp, Jacob Neal, Dan Boyle, Crystal Newell

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

The September minutes were approved unanimously.

Quality Enhancement Plan

Tara and Jenny Koster came to discuss the Quality Enhancement Plan (QEP) with the Senate. The QEP is a carefully designed and focused course of action that addresses a well-defined topic or issue(s) directly related to enhancing student learning. QEP is part of the reaffirmation of accreditation process. This is required to keep us credible as a college. If not accredited, the school cannot receive financial aid or offer credits that transfer.

The process will officially begin in January 2008. The QEP Writing team will form to begin writing the plans. SACS requires a broad-based input and feedback, and ideas will be gathered from PASS, FPA, SGA, and the Senate. A big work session will happen in November to go over collected data and give the President recommended topics.

Senate's role in the QEP process is to provide input, as the Senate represents a broad and diverse group and acts as the voice of the college. Tara passed around questions to gather ideas for the QEP. Some potential areas identified as QEP topics included advising and experiential/service learning. Senate identified several problems that our students experience as well including: lack of purpose/initiative, poor communication skills (including grammar skills), and advising (not knowing their curriculum/course of study). Areas that the college is excelling included developmental math and the requirement for public speaking in some curriculums. A side discussion occurred as to whether or not we currently do or should place pre-requisites on our 200 level courses. Tara stated we do not because this affects enrollment.

Several Senate members discussed the "broken" academic advising process and its effect on student success. This included both PeopleSoft and the manual, paper process. One student representative stated he self-advised due to the inefficient process. There was interest in tying an advisement project into SDV courses for the QEP.

Website Policy

Anita Showers returned with further clarification from the Task Force. Faculty subpages will not need to have the template format but will need to comply with the other rules listed on page 3 of the policy such as loading time. It is preferred that faculty put instructional subpages on Blackboard, however. Any pre-existing subpages would be grandfathered as long as they are professional in nature. Can faculty link personal page from their directory page? External links are addressed in the policy. Another concern is the wording on page 4, i.e. "an additional Web page". Does this mean one page? Does this account for links? Anita would take this question back to the Task Force. Also, clarification was requested as to whether the policy was reviewed *AND* approved by the IT committee. Anita will check with Simeon.

Emphasis was placed on not making the policy too prescriptive as it kills growth. The policy needs to be at a high level. It needs to state exactly what is not allowed and anything else not specifically stated should be open for discussion. Anita stated that the Task Force is available to discuss concerns, and they are aware that a balance between freedom and prescription is needed.

There was discussion about starting over with a new policy, but it was decided that Tracy will send an email out to the Senate and have each member give his/her opinions on whether the policy is adequate. She will then compile the suggestions and forward them to Anita who will meet with the Task Force for review before the next Senate meeting.

Computer Replacement Policy

The committee provided clarification for the Senate's concerns, i.e. a minimal PC configuration will be defined *yearly* for faculty *and* staff. Also, the basic hardware requirements are currently set-up for the XP operating system not Vista. The committee will revisit those requirements when the migration to Vista occurs. A motion to accept the policy was seconded and it was unanimously approved.

Committee Reports

Administrative Services

The double sliding doors have been installed and single sliding doors will be installed at the remaining entrances. They were unable to fill the night-time security position with a full-time person so it will be covered with by part-time people. E2 campus text messaging is coming soon and the PA system will be installed this coming week.

C&I

A new Science & Wine course has been approved for credit. The committee reconsidered the recommendations for the Art, Music, and Drama program.

Information Technology

No report

Personnel and Benefits

No report

Planning and Budgeting

They met for their last working session and will meet with the President's Staff next month to discuss the next strategic plan.

Student Services

Discussed the possibility of raising the activities fee but no action was taken.

SGA

No report

The meeting was adjourned at 4:15 p.m.

Submitted by,
Crystal Newell