Manassas Campus Council 21 November 2014


I. Introductions

II. Approval of minutes of 17 October

III. Old Business

A. Faculty Key Distribution

1. Kelly Usher spoke with Essala regarding keys. The procedure for getting keys will be distributed by deans.

2. Anyone who needs restricted access can request a key by completing the correct paperwork (form 105-156).

3. Marcie Schreibman asked if staff will be allowed to get keys also. Kelly Usher will ask.

B. MIP Parking (updated from Heidi Adamson)

1. Heidi did an investigation into the parking situation and found no lack of parking at MIP. There were a handful of students using the shuttle to avoid paying the parking fee on campus, which Heidi addressed.

C. Whiteboards in classrooms (especially Parrish Hall).

1. Lynn Bowers reported that the finish on the whiteboards in Parrish Hall is not correct. He also noted that most instructors are not using the electronic pens, which could obviate the need for markers and concomitant erasing.

2. Whiteboards will not be replaced. Training is available to learn to use existing technology (i.e., electronic pens).

D. Handicap doors (Parrish Hall)

1. A faculty member complained that one of the doors in Parrish did not have a push button to open it. Essala reported that the doors in Parrish Hall are up to code.

2. Lynn Bowers suggested that although the doors in Parrish Hall may be up to code, we should not be bound by the minimum requirements. We should do what is needed to facilitate ease of access for everyone.

3. Campus Council voted to recommend that the interior door in the Parrish Hall entranceway near the bookstore as well as the bookstore doors be outfitted with a push button.

E. Customer Service and front-end employees
1. Kelly Usher reports that after speaking with the provost, she found out that, according to surveys, Manassas campus is ranked last (by far) in customer service. The provost is considering the situation.

III. New Business

A. Review of Senate Meeting from November 20 (Barbara Lash)

1. The CFAC put forth two proposals:
   a. reduced contract: (reduced workload with reduced benefits). The proposal is that senior faculty be offered a reduced contract and along with reduced benefits at the end of their careers. Stipulations include: a three year maximum and the faculty member must be at least 55 years old with 10 years minimum service.
   b. consensual and family relationships: the VCCS proposes prohibiting amorous relationships between faculty and students currently enrolled in the faculty members’ classes. In addition, faculty with family members in their classes must report that situation to their superiors.

2. The Senate discussed faculty pay, raises, and the situation at other VCCS colleges.

3. Lynn Bowers reports that Tony Bansal said that all supervisors should have a backup of time cards for hourly employees, a fact that was not accurately recorded in the minutes of the Senate.

B. Printers in classrooms

1. Kelly Usher reports that students are abusing the printing privileges in computer labs. She wants to know if all the printers are necessary or if we can manage or alleviate the printer usage.

2. Lynn Bowers suggested a phased removal of printers in computer classrooms.

3. A suggestion was made to map only the faculty work station computer to the printer and remove the ability of students to print. The Campus Council voted to make this policy and to have Lynn Bowers take charge of making it happen beginning in the spring 2015 semester; however, after email input from Campus Council member Susan Givens after the meeting, Council chair Kelly Usher decided the issue needs further discussion at a later date.

4. Brendon Cunningham suggested keeping stats on paper usage to see if we can detect a decrease in paper usage that correlates with the end of student printing in computer labs/classrooms.

C. Common Drive—SharePoint

1. A faculty member wanted to know if the common drive could be better organized.
2. Barbara Hopkins explained SharePoint as being part of the campus intranet and how it could be used to make information available (as an option in addition to the common drive).

D. Student Services

1. A student made an email complaint that she was receiving different information from different student services employees. This was discussed, and the student's email was sent to Dr. Kidd to be handled.

IV. Next Meeting Date: Friday, January 16th.