
1. Meeting called to order at 1:30 P.M.

2. First order of business was the discussion and approval of the previous meeting’s minutes.
   a. Motion made to accept minutes as amended.
   b. Motion carried at 1:40 P.M.

3. The second order of business was a discussion of the Working Calendar issues previously sent by Al Ross to all Senate members.
   a. Al had chosen to address the issues requiring Senate action first
      i. These included Recommendations 1, 2, and 6.
         1. **Recommendation 1** – Note the exam week for the regular 16-week sessions on the General Information Working Calendar.
            a. Changes made.
            b. Accepted – Motion carried at 1:45 P.M.
         2. **Recommendation 2** – Add the dates for the New Faculty Orientations and Power Up your Pedagogy to the General Information Working Calendar.
            a. The members agreed that, although the dates may change, the dates should be added to the calendar.
            b. Accepted – Motion carried at 1:51 P.M.
         3. **Recommendation 6** – Include in the Enrollment Management Plan the dates on which the Executive Vice President will e-mail faculty to remind them to check their rolls and advise students who are attending class but are not on the roster to contact the Business Office immediately or stop attending the class.
            a. Accepted – Motion carried at 1:53 P.M.
   b. The remaining issues were addressed next.
      i. These included Recommendations 3, 4, and 5.
         1. **Recommendation 3 and 4** – Examine the past effectiveness of opening campus office on the last Saturday before classes begin.
            a. The following issues were raised:
               i. Examine past effectiveness.
               ii. Poll students about reasons for visits.
               iii. Discussion of which Saturday would be most effective.
2. **Recommendation 5** – Review the college’s present policy for compensating those working on the Saturday prior to the beginning of classes.
   a. It was mentioned that different campuses have been using different ways of compensating employees for working on the day under discussion.
   ii. A motion was made to accept responsibility for Recommendations 3-5, and to forward the issue to the ISSC for consideration.
   1. The motion carried at 2:01 P.M.
   iii. The Senate members agreed that the ISSC should administer a student poll, examine past data, and report back to the Senate with recommendations.
   1. The ISSC would be required to provide their response to the Senate prior to the February Senate meeting.
   2. Accepted – Motion carried at 2:02 P.M.
   c. A motion was made to accept the draft of the Working Calendar as amended, with recommendation to the Professional Development Committee to better coordinate the events occurring during the first week.
      i. Motion carried at 2:22 P.M.

4. The next order of business was the issue of changes to the Student Grievance policy.
   a. The Dean’s working group and the Academic Dean’s group continue to work on the issue.
   b. When there is progress, it will be reported to the ISSC for relation to the College Senate.
   c. More info will be available at the next Senate meeting.

5. The next order of business was an update on the status of the budget crisis.
   a. Excellent news – the College will be required to implement the minimum budget cut with which we could have been hit – 5%.
   b. New members were added to the Budget Crisis Committee.
      i. The committee now has 13 members, including the Steering Committee and three other Senate members – Sally, Ruth, and Kathleen.
   c. The plans for each budget reduction level were crafted by the budget office, not by the Senate Committee.
   d. The Budget Crisis Committee has now met with the College President and working groups have been formed to identify inefficiencies and improve the College budget in anticipation of further budget cuts in the future.
      i. Each working group will provide recommendations by the end of October.
         1. The Budget Crisis Committee will meet again on November 5 to discuss these recommendations.

6. The final order of business was the issue of committee memberships.
   a. All committees are fully staffed.
   b. There has been one resignation from the Senate, and a replacement will be needed.
   c. After final completion, the full listing of committee membership is to be posted to the Senate website.
   d. The memberships of the Loudoun and MEC campus councils are still missing.

Meeting adjourned at 2:40 PM.