College Senate
Meeting Minutes
Thursday Sept 15, 2011
Large Board Room, Brault Building
Annandale Campus
1-3pm

Alexandria: Anne Anderson
Annandale: Barbara Divers, Stewart Edwards; Charlie De, Kymberly Wright, Charlie Dy, NV Fitton, Felicia Blakeney
Loudoun: Georgeana Stratton, Diane Mucci, Dana Beltran, Joyce Samuels, Mike Polcen, Josh Anton (student rep.)
Manassas: Alicia Tucker, George Flowers
MEC: Chris Loving, Andrew Cornell, Christine Slevin
Woodbridge: Ann Turpyn, Alice Reagan, Dave Dillon, David Dillon
ELI: Jayne Townsend, Frances McDonald
College Staff: Jamie Ellis, Karin Hilker-Balkissoon
Guests: Janet Bush, Patty King

The Chair called the meeting to order at 1:03pm. The chair asked that we start with a brief introduction of ourselves. Then she added three items to the agenda: student representatives from each campus, video conferencing for future Senate meetings, and the timing of future Senate meetings.

The Senate approved with a few spelling revisions the April 21, 2011 minutes.

The Chair turned the Senate’s attention to the attachments she emailed members before the meeting. Hard copies were distributed. She called attention to the memo on the college calendar by Dr. Devers and the fact that Patty King and Janet Bush were here as guests to answer questions about the calendar. There was a discussion about the Spring semester 2013. The schedule lists classes ending on May 5th and exams starting on May 7th, but nothing listed for May 6th (a Monday). The Senate approved adding May 6th as an instructional day to make up for the Martin Luther King holiday.

Another discussion ensued on the date of graduation. One Senate member disapproved that the graduation date of May 19, 2013 is outside of the faculty contract because this change would cause even lower faculty attendance at graduation than normal. However, ending the semester earlier and putting the graduation date on the earlier Sunday would put it on Mother’s Day, which many Senate members disapproved of (because many faculty members are mothers and deserve to have that day with their families). There was some discussion about starting the Spring 2013 semester earlier (on a Wednesday) to facilitate the graduation date being moved to Mother’s day, but many members pointed out that registration, financial aid office, advising, and new faculty orientation would not have enough time to prepare before the semester starts. Many Senate members also noted that they wanted the later Spring 2013 start so that they wouldn’t have to be doing class prep on New Year’s Eve and Day.

Another Senate member noticed that we had 8 week classes sessions being added for the summer time and clarified that we would continue the 6-week sessions and just add the 8-week sessions so that the 8-week classes (which cater in particular to the military bases) would no longer be listed in the catalog as dynamic classes and the drop/withdrawal days would be calculated automatically by the computer system.

Another Senate member asked if we could push back the spring semesters one week or shorten the semester to a 15-week semester so that faculty and staff would have more off time for the winter holidays. However, other members noted that VCCS would have to approve the shorter semester and that Dr. Templin did not want to use his political capital with the VCCS for this type of thing.
The Senate discusses the ELI schedule and how it has changed for financial aid reasons to be more in-line with the regular semester schedule. Most Senate members expressed satisfaction with this change.

One Senate member noted that the schedule refers to Learning Resources on page 12, but the name has been changed to Learning and Technology Resources. **The Senate approved the name change to Learning and Technology Resources.**

Ultimately, the Senate approved the 2012-2013 calendar with the two changes of May 6th being added as an instructional day and the name change of Learning Resources to Learning and Technology Resources. Afterwards Janet Bush and Patty King (guests) left.

Alice Reagen introduced the next agenda item on filling committee vacancies for 2011-2012 positions. She produced a handout with the names of volunteers for various positions and added a few more that had volunteered since she created the list. She asked for the Senate to vote to approve these new volunteers today and for the members of the Committee on Committees to identify new volunteers for the remaining open positions. If the positions are not filled soon from the campus that they are supposed to represent, volunteers from other campuses may fill those slots leaving certain campuses under-represented in some committees. Several Senate members put their names forward to Alice Reagen to volunteer for open committee positions. Campus council will have to ratify their volunteers at their next meeting. **The Senate approved the volunteers as listed orally by Alice Reagen.** Some of the ratified volunteers were:

- Smoking taskforce: Elizabeth Lanthier, Jane Madden, Stewart Edwards (AN)
- Professional development: Stephanie Sareeram (AL)
- Classified Compensation: Felicia Blakeney (AN)
- Award Committee (At Large position): Karin Hilker-Balkissoon (CS)
- Financial Aid: Kim Wright (counselor from AN)
- Professional Development Committee: Jamie Ellis (staff); George Flowers (teaching faculty MA)

The Chair introduced a copy of the parking memory from the last Senate meeting. She suggested that we kick the topic back to campus councils to address the concern about parking services and appeal processes. The big concern is that the rules are not being applied the same on all campuses. In some campuses, both the parking tickets and the appeals are handled by the same group of people instead of the Traffic Committee. The Senate also discussed how it is important that the college be more open to the community by allowing more flexibility in parking during off-hour events. Also, some of the punishments/fines seem to be out of proportion with the infraction. For example, the fine for parking on a line is the same as not having a sticker (though many people are not aware that parking on lines is not allowed—since this is not a common traffic rule outside the college). **The Senate recommended no action be taken at this time and instead that the issue be kicked back to campus council for ideas on how to solve the parking problems.**

The Chair introduced the topic of student representatives for the Senate. One student representative from the Loudoun campus was present, Josh Anton. According to the college by-laws, the Senate should have 2 students from each campus. The chair recommended that at minimum we have at least 1 student member and alternative from each campus. This may mean that transportation issues for the student must be resolved. **The Senate adopted the motion to include students from each campus at further Senate meetings.**

A Senate member pointed out that video conferencing, another item on the agenda, might be a way that student Senate representatives could attend if they had transportation issues. The Chair has already asked about video conferencing capabilities to pilot for the October meeting. Usually video conferencing is
limited to two campuses, but other Senate members indicated that getting permission from VCCS for large-scale video conferencing was easy. This means that the video conferencing equipment on each campus has to be available for the Senate meeting and some support staff needs to be available to help with the set up (and perhaps troubleshoot issues). The Senate also discussed attendance via Centra and Skype (Skype might be especially useful for student reps as it is familiar technology for them). The Senate decided against moving the meeting to other campuses. The Senate adopted the motion to attempt video conferencing on all campuses for the October meeting. Chuck Siegal was mentioned as a person who could help coordinate support for video conferencing across campuses.

The Chair reminded the Senate that November we would not be meeting in the Brault building because SACS would be there. Most likely the November Senate meeting will be held in the Ernst Center.

The Chair revealed that a group has asked the Senate to change the time of the meeting. However, the Senate was against changing the timeslot. The Senate approved going back to the 1:30-3:30pm timeslot on the 3rd Thursday of each month.

A Senate member introduced a new topic for Senate attention: the Ad Hoc Committee on Compensation. Through this committee, the college successfully gained raises for the majority of college faculty/staff. However, the people who have worked at the college the longest were often the ones that did not get raises and they tend to be victims of salary compression). In addition, the distance learning classes seemed to be compensated less well than the in-person classes. Other Senate members indicated that it would be nice to find a way to compensate people based on merit. The Senate approved a motion to reconvene the Ad Hoc Committee on Compensation to make sure that faculty/staff/adjuncts receive fair compensation and continue to pursue innovative strategies for fair compensation.

Another Senate member announced that the MEC campus was very involved in a Climate Survey they ran at the end of the spring semester. Many issues were put forward as in need of improvement. The MEC campus is going to have focus groups and look for solutions. This model is likely to be used on all the campuses.

The Chair announced that the SACS people are visiting between November 13-17 soon and that in the October Senate meeting, Alison Thimblin will be at the October Senate meeting to answer questions about the QEP.

There being no further announcements or business to conduct, the Senate adjourned at 2:29pm.

Respectfully submitted,

Diane Mucci,
Chair, College Senate