

**Faculty Senate Meeting
Charleston Campus Room B105
December 8, 2006**

1. Chair Alok Pandey called the meeting to order at 1:05 p.m.

Senate Leadership:

Alok Pandey, Chair; Judy Stewart, Chair-Elect; Darren Divine, Past-Chair;
Kim Brown, Secretary.

Senators Present:

Sammy Milburn, Sandra Kingma, Thomas Finneran, Gretchen Steensen, Ivonne Leavell,
Gayle Thomas, Jenifer Basquiat, Robb Bay, Samuel Esemuede, Bob Gutschick, Jana
Wolf, Patricia Castro, Tracy Sherman, Judy Scott, Heidi Schneider, Mike Connolly, Joe
Miller, Kraig Knapp, Jim Matovina, Rhett Michelson, Sondra Cosgrove, Joshua Levin,
Lynn Best (excused).

Senators Absent w/proxy:

Eric Moreau, Laura McBride, Randy Becker, Sherry Norris, Fran Campbell

Senators Absent w/o proxy:

NJ Pettit

Guest:

Patty Charlton, Lisa Bakke, Evelyn Doody, Jennifer Nelson, Irene Coons, Diana Olson,
Candace Kant, Fred Jackson, Carolyn Collins

2. The attendance sheet was signed

3. Chair Pandey made a motion to approve the November 3, 2006 minutes, with any spelling corrections to be documented by Senator Gayle Thomas. It was noted that the name of Cheryl Cornelius was omitted from the "Guest" section of the November minutes. Chair Pandey called the vote to approve the minutes with the noted changes. The November minutes were unanimously approved.

4. **Guest Speaker:** Patty Charlton, Vice President for Finance

Chair Pandey introduced Vice President Patty Charlton. VP Charlton passed out a packet containing her presentation material. She then explained the CCSN Budget Overview (see attachment). She introduced Lisa Bakke, Budget Manager. VP Charlton explained the Budget Policy, Budget Process and Upcoming legislative session. She went through the document, explaining each item, and the challenges as we head into 2007 Legislative session.

- The General Operating budget is from State appropriations; the budget is just under 120 million dollars based on a funding formula. It uses as its base a projected full-time equivalent student enrollment, not head count. Our 120 million dollar budget is based on projections that we will enroll about 19, 100 students.
- Registration Fees are what students pay, which is \$52.50 per credit hour. A portion of this goes into the state budget and another portion is basically apportioned for capital improvements, general improvements, student government and a dedicated funding for student scholarships. We also have a funding that comes from 100% of the non resident

tuition and miscellaneous students fees such as application fees, transcripts and investment income. Investment income is basically reinvested money, the proceeds of which go into the state operating budget and to the college.

- Out of the 120 million, about 77.5 % is hard money or state guaranteed revenue. This is a guaranteed revenue stream. During the last legislative session, a change was made. We now have to go back to the State and justify that we actually expended what the State anticipated that we would expend in salaries in order to get all the cost of living money. Last year we were able to get only 50% because we have many positions that we were unable to fill on permanent basis. This is a real challenge for the college; if we are not able to demonstrate that we expended salary funding for full-time positions we cannot receive the money from the State. The same is true for the Classified employees' cost of living increase.
- Summer School is self-supporting and is not included. Expenditure functions follow national guidelines, i.e. public service, academic support, and mandated reserves. The State follows a formula anticipating 1.2 million in salary savings, so we not only have to justify our cost of living and make sure all positions are filled, the State is also anticipating that we won't fill our requisitions.
- VP Charlton answered questions from Senators after her presentation.

5. Academic Program Review Policy:

Candace Kant, Chair of the Academic Standards committee explained the Policy before Senate.

The Policy was moved from info to action.

Motion: To approve the Policy with the change of removing "review by CCSN faculty from other programs" under Letter B passed.

Vote: The Academic Program Review Policy was passed as amended by a unanimous vote.

6. Emeriti Policy:

Chair Pandey introduced Fred Jackson, Chair of the Welfare Committee to explain the Emeriti Policy. A motion to move from info to action was proposed by Senator Patty Castro and seconded by Senator Thomas Finneran. The Policy was moved from info to action and discussion ensued; a motion by Senator Sondra Cosgrove to amend the policy failed. Senator Jim Matovina moved to approve the policy. Chair Pandey called the vote to approve the policy, a vote was taken, and the Policy was approved by a vote of 21 yes to 7 no. Let it be noted that Senator Gayle Thomas and Shari Lyman, proxy for Senator Fran Campbell, voted no.

7. Textbook Policy:

Chair Pandey introduced Sondra Cosgrove, Chair of the Senate Ethics Committee, to introduce the Policy. A motion by Senator Gayle Thomas was called to move the item from info to action. Michelle Wyatt, proxy for Senator Sherry Norris, introduced a motion to add "Full-Time" faculty member; the motion was approved unanimously. Chair Pandey called the vote to approve the Textbook Policy; the Policy was approved as amended by a unanimous vote.

8. On-Line Resolution:

Chair Pandey introduced the On-Line Resolution and explained the two (2) statements along with the caveat that is part of the resolution.

Mike Connolly proposed to move from info to action. Past Chair-Divine explained the meaning of the resolution a little further, stating that nothing binding comes from this resolution. Joshua Levin asked that the resolution be tabled on behalf of his division. Gayle Thomas stated we are losing students because of a lack of on-line classes. Jennifer Nelson stated that the resolution is just a starting point. There were further comments regarding the resolution. Jim Matovina motioned to suspend Robert's Rules. The motion, to suspend the Robert's Rules passed by a majority vote. Chair Pandey called a vote for the Resolutions, with the result of Resolution #1 - 10 voted yes, Resolution #2 - 16 voted yes. Roberts Rules resumed.

Chair's Report

Chair Pandey noted that committee reports from Professional Standards and Salary and Benefits were in the packets, and will be posted on the Website.

Chair Pandey reported that the Coyote Press Policy was approved by the Executive Committee. It does not affect faculty, and will be taken to the President as it is. The Policy is included in today's packet and posted on the website. Michelle Wyatt, proxy for Sherry Norris, had a comment regarding a wording change in the 3rd Paragraph; Chair Pandey will take the concern to the committee.

Chair Pandey informed Senators that the Henderson Campus Agenda item was withdrawn from the Board of Regents meeting do to numerous concerns. It will go back on the Board's Agenda in January, when the Board meets at the Henderson Campus.

New Business

- A concern regarding the Help Desk having access to social security numbers was brought up by a faculty member. Chair Pandey stated the Help Desk does not see or have access to social security numbers.
- Chair Pandey announced that the Sabbatical report would be discussed at the January meeting.
- Senator Bob Gutschick informed the Senate that the bookstore committee has asked that chapter one of textbooks be put on-line to insure students have access if textbooks are not in. An e-mail will be forthcoming in January asking for feedback regarding this issue.
- The issue of hospitals no longer being in the network was discussed briefly.

The meeting adjourned at 3:40 p.m.