The College Council met on Thursday, July 26, 2007, at 2:00 p.m. in Pate Hall, Room 101, on the Brewton Campus. Members absent were: Cornelia Miller, Al Bennett, and Carol Bates. Members present were: Susan McBride, Lee Barrentine, Kathleen Hall, David Jones, Ernest Marvin, Tonya Nelson, Richard Lynn, Bernie Wall, Loletta Redmon, Beverly Gulley, Sherry Martin, Marie Heaton, and Ada Adams.

Dr. Susan McBride called the meeting to order. She began the meeting by discussing SACS compliance documentation. She explained that several people had been busy writing documents which show how we are in compliance with specified criteria required by the Southern Association of Colleges and Schools. Most of the reports have been submitted to Dr. McBride for review. However, she added that some supporting documentation will not be available to include in the reports until much later. Dean Hall discussed the QEP project, which is a 5-year plan on what we are doing to enhance student learning. She said the QEP Team members meet every two weeks and various sub-committees meet and work on goals as needed. She stated that she feels good regarding how the project is taking shape. She said anyone interested in working on the committees should contact her.

The need for additional and corrected college policies came about as a result of working on SACS compliance documents. Handouts of new and revised policies were provided to Council members with recommendations for changes and/or approval. Dr. McBride noted that some policy numbers may change in order to keep subject matters closer together.

Following are policies discussed:

821.04: Scheduling of Fine Arts Center. (Note that this is one of the numbers that was changed. It was numbered 806.02.) The title was changed to read, Use and Scheduling of Fine Arts Center Gallery. Arrangements to use the space should be made with the facilities director.

821.02 Use of College Facilities. The main change in this policy is that college facilities will not be used for fundraising events by non-college organizations or purposes. Dr. McBride stated that we do not want people to get confused that they gave to the college when they have paid to attend a fundraising event at the college. She also explained that while some organizations (such as the Brewton Arts Council) charge a fee for attendance, these events are not considered fundraising. Also regarding this policy, Ms. Nelson stated that she would like to be better informed regarding activities taking place on campus so that she can convey correct information to people calling the switchboard. Dean Wall agreed and stated that his office would follow-up in providing her with better information in the future; especially in ATN building usage, which is handled by ATN personnel.
621.03 Use of Sports Facilities. Changes to this policy include adding a need for a written agreement for the use of recreational facilities and deleting the use of weight training equipment as an item available for use.

801.02 Announcements. Changes to this policy came about as a request from the Safety and Security Committee. They requested that posters, announcements, etc. not be put on building entrance doors. The committee felt that since students and employees have e-mail accounts, information is provided on the College Website, and bulletin boards are located in buildings, there should be no need to put announcements on doors. Dean Wall stated that not only is tape hard to remove from glass and walls, signs on doors can be considered safety hazards. It was suggested and agreed that portable floor stands for holding messages will be put in halls approximately 8 feet from doors containing specific messages. However, the stands will not remain up, but used only when specific announcements need to be made. Dean Hall requested that they be ordered for use on the Atmore Campus as well.

309.02 Documentation for Travel Reimbursement. Statements defining campus base were deleted and readers are referred to the new policy. New policy is to be numbered with title, Campus Base Assignments. There is currently no statement about campus base assignments in the policy manual. An employee is provided with a base assignment upon employment. Job ads now specify which campus will be the base for the position. Dr. McBride stated the Attorney General has ruled that you can’t change a person’s base assignment from day-to-day or even semester-to-semester.

Dr. McBride congratulated Lee Barrentine on a great job of recruiting as 60 to 70 more students showed up for orientation than was expected. He stated that around 17,000 schedules had been direct mailed to households in this area including some area in Florida. Mr. Barrentine thanked Deans Hall and Wall for the assistance he received from their offices with orientation.

Dr. McBride discussed the character trait for the month, contentment. She emphasized the heading which reads, “Realizing that true happiness does not depend on material conditions.”

Dr. McBride announced that the Chancellor has approved funds for the college which will be used for a nursing lab and classrooms on the Atmore Campus.

Dr. McBride stated that in-service packets will contain the College Council Survey and asked members to fill it out and return to her at the appointed time.

With no further business to discuss, the meeting adjourned.

Respectfully submitted,

Ada Adams