

BCTC Rules Meeting

February 14, 2014

Present:

Officers: Leon Lane, (Chair/CHLSS), Angela Huddleston, (Secretary/ M&S Rep.)

Ex-Officio Members: Valdis Zeps (Chair of the Faculty/ Nat. Sci.), Vicki Partin (Parliamentarian of the Faculty/M&S), Robert Hinkle (Senator & KCTCS Rules Committee Rep./CHLSS), Becky Harp Stephens (Registrar)

Division Representatives: Marilyn Akins (Nat. Sci.), Mike Binzer (MIT), Mary Carlton (Nursing), Jamie Clark (Bus.), Maureen Cropper (AS), Mary Jones (AH), Danny Mayer (Hum.)

Absent:

Mary Bailey (Trade & Tech), Dana Brown (CSIS), Steve White (CHLSS)

Item	Discussion	Action
Approval of Agenda		Mike moved to accept the agenda as submitted. The motion was seconded and the agenda was approved with no objections or abstentions.
Approval of January 17, 2014 Minutes		Mike moved to accept the minutes as submitted. The motion was seconded and the minutes were approved with no objections or abstentions.
Report of the KCTCS Rules Committee	<p>Robert:</p> <p>On February 6, 2014, the KCTCS Rules Committee voted to approve a revised definition of Certificates offered at KCTCS. This definition was drafted by a sub-committee of KCTCS Rules, as requested by the KCTCS Senate Council. The rationale for this new definition was two-fold: conforming the Rule to the KCTCS Board of Regents policy on Certificates and to comply with Federal Financial Aid guidelines.</p>	

	<p>Rule as it will appear when the revision is approved</p> <p>3.3.0 <u>Policies on Curriculum Development</u></p> <p>e. Certificate programs should:</p> <ul style="list-style-type: none"> i. Have a primary purpose of providing marketable skills that are readily identifiable by a unique label. ii. Qualify students to take external licensure, vendor-based, or skills standards examinations in the field. If standardized external exams are not available in the field, proposals must include compelling evidence that the program prepares students to the skill level of a job in-demand in the local economy. iii. Range from 12 to 30 credit hours in length. Exceptions for programs less than 12 hours or greater than 30 credit hours will only be granted when the proposal includes a compelling rationale for either a shorter or longer program. iv. Be applicable to the requirements of a diploma or associate of applied science degree in the same or a related field of study. v. These guidelines only apply to new certificate programs or programs undergoing modification after Fall 2014. 	
<p>Discussion of Graduation List</p>	<p>Mike: Should it be our responsibility?</p> <p>Normally, the graduation list is sent from Rules to the faculty and then to Faculty Council for approval. The committee discussed this process and if the Rules committee should be generating the graduation list to distribute to the faculty. A suggestion was brought up about ASA and if that committee should be in charge of generating the graduation list instead of Rules.</p>	<p>Mike moved to propose to that the Graduation List not be generated by the BCTC Rules Committee. The motion was seconded and the minutes were approved with no objections or abstentions.</p>

<p>Report on KCTCS Rules, Policies and/or Procedures Regarding Alternates to System Wide Committees</p>	<p>Leon/Robert: The following is the section in the KCTCS Rules Policy being discussed: Section I 4.1 Standing Committees Members of the standing committees shall be elected locally from those elected members of the KCTCS Senate not serving on the KCTCS Council. There shall be at least one senator from each college on each standing committee. In the event of a vacancy in the membership of a standing committee, the college needing representation shall conduct an election to fill the vacancy. Each standing committee shall annually elect its chair, who shall become an ex officio member of the KCTCS Council.</p> <p>Standing committees shall meet at regular intervals during the year. The schedule of standing committee meetings shall be announced in September by the Chair of the KCTCS Senate. If a standing committee member is unable to attend a committee meeting, the president of the respective KCTCS college shall appoint (in writing) an alternate from the duly elected KCTCS Senators of the college needing representation. The written appointment shall be provided to the Secretary of the KCTCS Senate prior to the committee meeting.</p> <p>A subcommittee was formed to clarify and/or make a rules change to the KCTCS Senate Rules Policy on how alternates for college standing committees are selected.</p> <p>Subcommittee members: Leon, Vicki, Mike, and Robert.</p> <p>The subcommittee will bring their proposed change to the next Rules meeting.</p>	
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<p>Report of Election Subcommittee</p>	<p>Jamie/Danny: Eligible to Serve/Vote List</p> <ul style="list-style-type: none"> • 6 senator positions will be up for election this year, two of which will include CRC Chair and KCTCS Rules Committee Representative. • The committee discussed how the elections might affect the merging divisions. Danny will send out a list of the election cycle, then the elections regarding the merging divisions will be revisited. • Jamie will obtain a eligible to serve/vote list • Val will update the Faculty Council webpage to reflect the Rules Chair next election year (2015). 	
<p>2015-2016 Calendar (Marilyn)</p>	<p>Proposed 2015 – 2016 Calendar</p> <ul style="list-style-type: none"> • Fall 2015: No revisions made • Spring 2016: Revisions <ul style="list-style-type: none"> ○ The start date for the 12-week term has been moved to Saturday instead of Sunday ○ Saturday is now included in Spring Break • Summer 2016: the summer calendar requiring an exception from KCTCS was agreed upon by the committee 	<p>Mike moved that the Rules Committee should approve the proposed 2015-16 Academic Calendar with its revisions and the summer exception required. The motion was seconded and all approved with no objections or abstentions</p>
<p>Additions</p>		
<p>Adjournment</p>		<p>Mike moved to adjourn the meeting. The motion was seconded and all approved with no objections or abstentions.</p>