

Community College *of* Philadelphia

MEETING MINUTES
Institution-Wide Committee
Monday October 27, 2008
2:30 p.m.
Isadore A. Shrager Boardroom
Community College of Philadelphia
1700 Spring Garden Street
Philadelphia, PA 19130

Committee Members Present

Pascal Scoles, Judith Gay, Tom Hawk, Sam Hirsch, Sharon Thompson, Jim Cochran, Charles Herbert, Felix Axson (alternate, voting), Michell Joseph, Louise Whitaker, Richard Keiser (alternate, voting)

Alternates and Delegates Present

Mary Anne Celenza, Bea Jones

Guests Present

Marijean Harmonis, Larry MacKenzie, Marian McGorry, Tim Sullivan, David Watters, Wayne Williams

I. Call to Order

The meeting was called to order by Pascal Scoles.

II. Approval of Minutes

Accepted the minutes of September 22, 2008 (Hirsch/Herbert)

III. Old Business

None

IV. New Business

a) Proposal for Recommended Changes to Policy and Procedures **Memorandum #156**

Discussion: Larry MacKenzie introduced the proposal by explaining that a sub-committee looked at the policy on presence of minors on campus in comparison to similar policies at other community colleges. The goal of the sub-committee, he said, is to make the language and policy clearer. Larry stated that the sub-committee is open to suggestions to improve the proposal.

Members of the IWC suggested changes to the wording and suggested that there be a review by the College's legal counsel before a final recommendation is made. One member of IWC emphasized potential liability issues and stated that faculty need to be aware of their role and responsibilities related to the policy. IWC members also questioned the age used to identify minors (16 years), particularly because of the number of minors who are on campus for various programs and activities. According to David Watters, 16 years is the age that most colleges they studied are using.

Action Item: Return the proposed policy to those who drafted it, table the discussion until there is a chance to amend the proposal and have it reviewed by legal counsel (Herbert/Keiser). Vote: 11 in favor. Motion approved.

b.) Proposal for Recommended Changes in the Division of Business and Technology

Discussion: Tim Sullivan gave an overview of the proposed changes which he said provide a clearer, sharper focus to the academic side of the division and reflect a concern with students and employers. He said that faculty in the division are in support of the proposed changes.

There was a discussion about the rationale behind moving the Automotive Technology Program and the Culinary Arts/Hospitality Management Program out of the Marketing and Management Department. One of the main issues discussed was how confusing it is for students to find some of our programs based on where we have them located. After discussion, it was agreed that programs should be placed where they will work best at our institution.

Some of the faculty commented on the positive approach to making the changes in the division. Faculty members were asked for feedback and changes were made based on the feedback.

Action Item: Support the recommended changes.

c.) The issue of holding IWC recommendations until the minutes are approved was discussed. After the discussion, the IWC agreed that if there is a time sensitive issue for a proposal, the recommendation of IWC will be sent to the President with draft minutes to speed up the decision making process.

V. Adjournment

The meeting was adjourned at 3:15 p.m.