

MEMBERSHIP OF 2007 – 2008 STANDING COMMITTEES, COUNCILS AND ADVISORY BOARDS

For authorization of standing committees, please see The Constitution for the College Organization of Henry Ford Community College, Article III, Section D. For a more detailed description of a specific committee, please refer to the College Handbook which can be found on the College's intranet. If the term of office for a standing committee is not specified, an election should be held every two years.

EQUAL EMPLOYMENT AND DIVERSITY COMMITTEE

PURPOSE/CHARGE: The Committee shall 1) assist the Human Resources Department in developing and recommending procedures for locating, recruiting and facilitating the hiring and advancement of minorities and females, 2) evaluate procedures and recommend appropriate changes, and 3) review the annual progress and make suggestions for the subsequent year.

MEMBERSHIP: The Equal Employment and Diversity Committee shall consist of three faculty members and a Senate representative chosen by the Senate, two administrators chosen by the President, a representative of the Human Resources Department, and a representative from both the faculty and administrative bargaining units chosen by the respective executive boards.

Chair:	Elizabeth Davis
Faculty Members:	
Representative of the College Senate	Anthony Perry
Administrators:	
Local 1650 Representative:	Marilyn Thibodeau
Local 71 Representative:	Pam Hall
Staff Council Representative:	

CENTER FOR TEACHING EXCELLENCE AND INNOVATION ADVISORY BOARD

PURPOSE/CHARGE: A center dedicated to teaching excellence and innovation designed to provide full-time and part-time faculty with resources for professional development and the improvement of student learning outcomes.

MEMBERSHIP: The members of the Advisory Group will be elected by their constituencies to represent the following areas:

English and Foreign Language

Social Science

Mathematics

Science

Technical, except Architecture and Hospitality

TAED, Architecture, and Hospitality

Counseling, Library, Instructional Technology, Placement, Assisted

Learning, Child Care Center, F.O.W.

Administration

Director:	Betsy Cohn
English and Foreign Languages Representative:	Pamela Kaminski (2008)
Social Science Representative:	Patricia Lanzon (2009)
Mathematics Representative:	Deb Zopf (2010)
Science Representative:	Todd Whitaker (2010)
Fine Arts and Fitness Representative:	Tom Wallenmaier (2009)
Nursing Representative:	Janice Caie-Lawrence (2010)
Health Careers and Business & Economics Representative:	Dorothy Rothgery (2009)
Technical Division Representative: (Except those areas included with TAED in #9)	Katie Fitzner (2009)

TAED, Architecture & Hospitality Representative:	Roger Weeks (2008)
Counseling, Library, Child Care, Placement, Special Needs and FOW Representative:	Gwen Pringle (2008)
Administration Representative:	Larry Smyrski
Adjunct Faculty Representative:	

COMMENCEMENT & SPECIAL AWARDS

CHARGE/PURPOSE: The Commencement and Special Awards Committee has the responsibility for planning and implementing the commencement program.

MEMBERSHIP: Open Membership

	Henry Bowers
	Joyce Fisher
	William Harvey
	Lisa Masi
	Mark Ulseth
	Maureen Webster

COMMITTEE FOR THE ASSESSMENT OF STUDENT LEARNING (CASL): GENERAL EDUCATION

CHARGE/PURPOSE: The purpose of assessment at Henry Ford Community College is to gather information on student learning that can be used to increase students' academic achievement. The college's efforts to improve student learning through instructional or curricular changes are to be informed *in part* by effective assessment procedures. The primary charges of the **Committee for the Assessment of Student Learning: General Education** are to recommend policies and procedures to the Senate and College Organization for the assessment of student learning related to General Education and to inform and support the implementation of the policies and procedures by faculty and administrators. This committee will further be responsible for the coordination and supervision of assessment for the purpose of improving student learning and achievement. It will oversee all activities that relate to *formal* instructional assessment of general education at the college and shall report to the Senate. This committee will work in cooperation with the Coordinator of Assessment, who is responsible for producing reports and data required for assessment activities. The committee chairs shall consist of one faculty member elected by the committee and the Vice President of Academic Affairs for Arts & Sciences, both of whom will be responsible for working directly with faculty and administrators to provide information and support to the assessment process.

The two co-chairs of this committee will be responsible for consulting with the

co-chairs of the **Committee for the Assessment of Student Learning: Programs** as needed to coordinate efforts relating to the overall goals of assessment at HFCC. The co-chairs will convey to the Cabinet the resource needs identified by the groups designing and carrying out assessment.

MEMBERSHIP: Permanent Members:

One faculty American Society representative

One faculty Computer Literacy representative

One faculty Critical Thinking representative

One faculty Information Literacy representative

One faculty Written Communication representative

One faculty Wellness representative

CTEI Director

Two faculty at-large representatives from Academic Affairs Arts & Sciences

Two faculty at-large representatives from Academic Affairs Careers & Technology

Three associate deans from Academic Council

Two associate deans from Career Council

The Vice President of Academic Affairs for Arts & Sciences

Coordinator of Assessment

The past faculty co-chair will be a member for one year

All positions are two-year terms.

The first six positions (faculty) will be appointed by the Senate from volunteers from the areas that have responsibility for the corresponding assessment.

(The representatives of the General Education Outcomes will provide substantial leadership of the General Education Outcomes subcommittees, which may include members who are not on *CASL: General Education.*)

The four faculty at-large will be elected from within Academic and Career areas in Senate-run elections.

The five associate deans will be selected by Academic and Career Councils.

Additional representatives for other General Education Outcomes may be added by the committee, as needed.

Co-chairs:	Linda Brandt and Reg Gerlica
American Society Representative:	Anthony Perry (2008)
Computer Literacy Representative:	Vivian Beaty (2009)
Critical Thinking Representative:	Tom Wallenmaier and Gillian Johns (2009)
Information Literacy Representative:	Dan Harrison(2009)
Written Communication Representative:	Jennifer Rodrique(2008)
Wellness Representative:	Alison Buchanan(2009)
CTEI Director:	Betsy Cohn(2009)
At-large Arts and Sciences:	Linda Brandt(2009)
	Matt Johnson(2009)
At-large Careers and Technology:	Greg Laskowsky(2009)
	Jacqueline Lawson(2009)
Associate Dean, Academic Council Representative:	Chris Briggs(2009)
Associate Dean, Academic Council	Kim Schopmeyer(2009)

Representative:	
Associate Dean, Academic Council Representative:	Larry Smyrski(2009)
Associate Dean, Career Council Representative:	Elaine Saneske(2009)
Associate Dean, Career Council Representative:	Katherine Howe(2009)
Past CASL Faculty Co-Chair:	Kim Schopmeyer
Coordinator of Assessment:	Becky Chadwick
Vice President, Academic Education:	Reg Gerlica

COMMITTEE FOR THE ASSESSMENT OF STUDENT LEARNING (CASL): PROGRAMS

CHARGE/PURPOSE: The purpose of Program Assessment at Henry Ford Community College is to gather information on student learning in or as a result of program curricula that can be used to increase students' academic achievement. The college's efforts to improve student learning through instructional or curricular changes are to be informed *in part* by effective assessment procedures. The primary charges of the **Committee for the Assessment of Student Learning: Programs** are to recommend policies and procedures to the Senate and College Organization for the assessment of student learning related to programs and to inform and support the implementation of the policies and procedures by faculty and administrators. This committee will further be responsible for the coordination and supervision of assessment for the purpose of improving student learning and achievement related to programs. It will oversee all activities that relate to *formal* instructional assessment of programs at the college and shall report to the Senate. This committee will work in cooperation with the Coordinator of Assessment, who is responsible for producing reports and data required for assessment activities. The committee chairs shall consist of one faculty member elected by the committee and the Vice President of Academic Affairs for Careers & Technology, both of whom will be responsible for working directly with faculty and administrators to provide information and support to the program assessment process. The two co-chairs of this committee will be responsible for consulting with the co-chairs of the **Committee for the Assessment of Student Learning: General Education** as needed to coordinate efforts relating to the overall goals of assessment at HFCC. The co-chairs will convey to the Cabinet the resource needs identified by the groups designing and carrying out assessment.

MEMBERSHIP: Permanent Members:

Faculty member(s) from each division that has one or more programs:

One from Business and Economics

One from Fine Arts & Fitness

Two from Health Careers

One from Nursing

One from Science

One from Social Science

Two from Technology

One from Skilled Trades & Apprenticeship

A representative of the Pre-Education Program

Two associate deans from Academic Council

Three associate deans from Career Council

The Vice President of Academic Affairs for Careers & Technology

Coordinator of Assessment

The past faculty co-chair will be a member for one year

All positions are two-year terms.

The first eleven faculty positions will be elected in Senate-run elections.

The five associate deans will be selected by Academic and Career Councils.

Additional representatives may be added by the committee as needed.

Co-chairs:	Kim Moscardelli
Business and Economics Representative:	Diana Baran (2009)
Fine Arts and Fitness Representative:	Kirk McClendon (2009)
Health Careers Representatives:	Cindy Scheuer (2008)
	Deb Szymanski (2008)
Nursing Representative:	Marilyn Thibodeau (2008)
Information Literacy Representative:	Dan Harrison
Science Representative:	Cynthia Bida (2009)
Social Science Representative:	Rochelle Zaraneck (2009)
Technology Division Representatives:	Greg Laskowsky (2008)
	Kim Moscardelli (2009)
Skilled Trades and Apprenticeship Representative:	Dan Lindholm (2009)
Pre Education Program Representative:	Deb Zopf (2009)
Associate Dean, Academic Council Representative:	Charlie Jacobs (2009)
Associate Dean, Academic Council	Jim Nelson (2009)

Representative:	
Associate Dean, Career Council Representative:	Ron Bodurka (2009)
Associate Dean, Career Council Representative:	Dave Wiltshire (2009)
Associate Dean, Career Council Representative:	
Past CASL Faculty Co-Chair:	Linda Brandt (2008)
Coordinator of Assessment:	Becky Chadwick
Vice President, Career Education:	Bill Barber

CONSTITUTIONAL REVISION COMMITTEE

CHARGE/PURPOSE: The Constitutional Revision Committee will periodically review the Constitution and its by laws and make recommendations for Constitutional changes. Its responsibilities include editorial changes as well as the updating of titles to reflect changes in administrative organization. In addition, this Committee will draft proposed Constitutional amendments when so directed by the Senate. It will ascertain that proposed Constitutional changes remain consistent with other parts of the Constitution and its by laws. This Committee will submit proposed Constitutional changes to the Senate.

MEMBERSHIP: Open Membership

The Constitutional Revision Committee will be composed of volunteers from the technical, academic, and counseling areas of the College Organization. Members may continue on this Committee indefinitely. The Committee will elect a chairperson from its membership annually.

Chair:	Hal Friedman
Secretary:	Mary Assel
Corinne Asher	Ed Demerly
Peter Cravens	Pamela Sayre
Anthony Mazurek	Deborah Zopf
Rich Teeple	

THE COUNCIL

CHARGE/PURPOSE: The Council shall be concerned with the implications of policy and curriculum and with making recommendations regarding policy changes to the Senate.

MEMBERSHIP: Council membership shall consist of the regular, full-time Instructional and Student Service Vice-Presidents/Deans, Associate Deans, Directors of Admissions and Registration, Center for Lifelong Learning, Corporate Training, Enrollment Development, Financial Aid, Focus on Women, Learning Lab, and the Library, Coordinators of Development and Systems and Instructional Assessment, and three at-large faculty representatives elected for three-year terms in Senate-supervised elections on a rotating basis, one per year.

Chair:	Charles Jacobs
Secretary:	Barbara Lukasiewicz
Faculty At-large:	Vivian Beaty (2008)
	Miles Jarvis (2009)
	Lee Yaros (2010)
VP Career Education:	Bill Barber
VP Academic Education:	Reg Gerlica
VP Student Services:	Lisa Jones-Harris
Associate Dean, Business & Economics:	Elaine Saneske
Associate Dean, Health Careers:	Ron Bodurka
Associate Dean, Social Science:	Kim Schopmeyer
Associate Dean, Nursing:	Katherine Bradley
Associate Dean, English:	Chris Briggs
Associate Dean, Fine Arts and Fitness:	
Associate Dean, Mathematics:	Larry Smyrski
Associate Dean, Science:	Charles Jacobs
Associate Dean, Trade and Apprentice Education:	Gary Saganski
Associate Dean, Counseling:	Diane Green

Director, Financial Aid:	Jackie Grady
Director, Enrollment Development:	Doug Freed
Director, Center for Lifelong Learning:	Ann Prenger
Director, Library:	Barbara Lukasiewicz
Director, Corporate Training:	Gary Saganski
Director, Registration:	Mark Ulseth
Director, Focus on Women	Peggy Holcomb
Coordinator of Assessment:	Becky Chadwick
Coordinator of Development and Systems:	
Learning Lab Director:	Jeff Morford

COUNCIL OF AMERICAN CULTURES

CHARGE/PURPOSE: The Council of American Cultures shall be proactive and promote multi-cultural activities primarily for the purpose of sensitizing the College community to the varied resident cultures.

The Council will evaluate the climate of the College to determine the need for appropriate activities in support of cultural diversity.

The Council shall maintain information about multiple cultures and will be a resource to all College members who are developing appropriate activities and services to support diverse cultures at the College.

The Council shall develop, publish, and promote an annual calendar of College and Metropolitan Detroit multi-cultural events.

The Council shall explore possible linkages with educational and community groups to provide multi-cultural activities and services.

The Council shall coordinate its activities with the current College programs of Student Activities, Focus on Women, and Cultural Activities.

The Council shall receive quarterly reports regarding multi-cultural issues from the offices of Affirmative Action, the Vice President/Dean of Student Services, and Campus Safety.

The Council will prepare an annual report for submission to the College Senate, the Staff Council, the Student Government, the College Organization, the President, and the Board of Trustees.

The Council shall request an appropriate annual budget to support its responsibilities.

MEMBERSHIP: All members are elected by the designated constituency with the exception of three members to be appointed by the Senate after completion of the general election. Terms are for 2 years. Walk-on membership is available.

Chair:	Diane Mancinelli (2008) on-leave 2007-2008
Academic Representative:	Eric Rader (2009) Interim chair
Career Education Representative:	Katie Fitzner (2009)
Student Services Representative:	John Carroll (2009)
At-large Representative:	Ed Demerly (2009) - Secretary

	Pedro San Antonio (2008)
Student Representative:	Marita Cvetkovska
Administrative Representative:	Leslie Kellogg
Support Staff Representative:	Denise Ochs
Senate Appointed Representative:	Diane Mancinelli (2008)
	Tony Mazurek (2008)
	Tamanika Terry-Steward (2008)
Walk-on Members:	Diane Green
	Hashim Al-Tawil
Deborah Alkamano	Jad Helou
Linda West	Eric Rader
Ex officio:	Lisa Jones-Harris
Vice Presidents serve on a rotational basis	Lisa Jones-Harris
Affirmative Action Officer:	Elizabeth Davis
Manager of Student Activities:	Cassandra Fluker - Treasurer

DEGREE REQUIREMENTS

CHARGE/PURPOSE: The Degree Requirements Committee has the responsibility of continued concern with requirements for graduation from Henry Ford Community College. The Committee initiates its own recommendations and considers proposals regarding degree requirements submitted by members of the College Organization. The Degree Requirements Committee is the agent through which all degree requirement proposals are submitted to the Senate and subsequently to the College Organization for consideration and approval.

MEMBERSHIP: The composition of the Committee consists of six members, three administrative and three faculty members, representing the following segments of the College Organization:

Career Administrator

Academic Administrator

Student Services Administrator

Career Faculty

Academic Faculty

Counseling Faculty

The administrative members from the career, academic, and student services areas are appointed by the administration. The Director of Admissions and Registration is specifically excluded from serving on this Committee since the appeals will result from his/her decisions. However, for each appeal, it is expected that the Director of Admissions and Registration will be consulted to present his/her rationale. The faculty members on the Committee are appointed by the Senate.

Chair:	Diane Green
Student Services Representative:	Imad Nouri (2008)
Career Education Representative:	Nancy Stupsker (2008)
Academic Education Representative:	Mike LoPresto (2008)
Career Education Administrator:	Elaine Saneske
Student Services Administrator:	Diane Green
Academic Education Administrator:	Kim Schopmeyer

ELECTIONS

CHARGE/PURPOSE: The Elections Committee is responsible for conducting and supervising all elections mandated by the College Constitution of Section C of the College Organization Handbook covering the "College Operating Structure." This responsibility includes the maintenance of records regarding expiration dates of the terms of office for elected faculty members.

MEMBERSHIP: Open Membership

Co-chairs:

Shannon Scanlon

Carole Sloan

ENVIRONMENTAL HEALTH & SAFETY

CHARGE/PURPOSE: It is the function of this Committee to call to the attention of proper authorities conditions related to environmental health and safety, and to indicate recommendations as to remedial steps to be taken.

MEMBERSHIP: Open Membership

Coordinator:	Cynthia Stiller
Members:	Jim Reppke
Sophia Baydoun	Andrea Seavitt
Kathleen Murray	Bruce Wall
Lori-Grande Swiatkowski	Terrence Potvin
Sharon Wu	Cynthia Roman
Susan Shunkwiler	Layla Rahhal-Irabi
Diane Smith	Cynthia Stiller
Dale Van Dorp	
Ex-officio members:	Marge Swan, Allen Gigliotti, Gary McBain

FISCAL RESOURCES COMMITTEE

CHARGE/PURPOSE: The Fiscal Resources Committee shall review data and make recommendations regarding current fiscal and budgetary matters to the College Organization through the Senate. It may also offer advice on improving the fiscal health of the college.

MEMBERSHIP: The Committee shall consist of nine members who shall serve for two years according to the following distribution:

The Controller

1 administrator from the Foundation area

1 administrator from the Corporate Training area or the Center for Lifelong Learning

1 faculty from the Academic area who shall be elected by that area

1 faculty from the Career Education area who shall be elected by that area

1 faculty from the Student Services area who shall be elected by that area

1 grant writer

1 support staff representative who shall be elected by the College support staff

All members will serve three year terms.

Chair:	Nancy Widman
Controller:	Marjorie Swan
Corporate Training or Center for Lifelong Learning Administrator:	Ann Prenger
Academic Representative:	Nancy Widman (2008)
Career Education Representative:	Nancy Stupsker (2010)
Student Services Representative:	Doug Balsis (2009)
Support Staff Representative:	Particia Sekulidis
Foundation Administrator:	Cynthia Pepper
Grant Writer	Gail Conte

HANDBOOK COMMITTEE

CHARGE/PURPOSE: The work of the College Organization Handbook Committee shall be to update the Handbook each semester and to make recommendations regarding the Handbook.

MEMBERSHIP: Open Membership

Chair:	Geraldine Grunow
Members:	Joyce Fisher
	Dan Harrison
	Tony Mazurek
	Layla Rahhal-Irabi
	Andrea Seavitt
	Taminika Terry Steward

HONORS COUNCIL

MEMBERSHIP: Determined by the Honors Council

Director, Ex-officio:	Nabeel Abraham
Technology Representative:	Tom Burns (2007)
Fine Arts and Fitness Representative:	Martin Anderson (2007)
Business and Economics Representative:	Corinne Asher (2008)
Mathematics Representative:	Tom Kelley (2007)
Science Representative: Secretary	Laura Yeakel (2008)
English Representative: Chair	Mike Daher (2007)
Social Science Representative:	Hal Friedman (2008)
Administration:	Reg Gerlica
Administration:	Bill Barber

HOSPITALITY COMMITTEE

CHARGE/PURPOSE: The Hospitality Committee consists of staff members who plan and arrange activities that bring the faculty together in fellowship.

MEMBERSHIP: Open Membership

Chair:	Cindi Gliesman
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Members:	Sue Brown
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	Nancy Dau
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	Janet Hazamy
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	Bonnie Jobe
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	Dennis Konarski
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	Bonnie Monroe
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	Mary Rayhall
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	Peggy Strachan
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INSTRUCTIONAL TECHNOLOGY COMMITTEE

CHARGE/PURPOSE: The purpose of the Instructional Technology Committee is to encourage and promote uses of technology that improve learning and provide a variety of learning options. The committee also considers and makes recommendations regarding Instructional Technology issues and problems.

MEMBERSHIP: Open and Elected Membership

The Committee shall consist of the following nine members plus any other interested members of the College Organization:

- 1 person from the Library committee to be elected from the committee
- 2 faculty from the Academic area
- 2 faculty from the Career Education area
- 1 administrator from the Academic area
- 1 administrator from the Career Education area
- 1 support staff representative who shall be elected by the College support staff
- 1 student representative who shall be elected by the Student Senate

Chair:	David Maier
Director, Data and Voice:	Sandro Silvestri
Director, Instructional Technology:	Vivian Beaty
Webmaster:	Henry Morgan
Library Committee Representative:	Barbary Lukasiewicz (2008)
Academic Education Representative:	Scott Barnett (2008)
Academic Education Representative:	Betsy Cohn (2009)
Career Education Representative:	Shannon Scanlon (2009)
Career Education Representative:	David Maier (2008)
Academic Education Administrator:	Reg Gerlica
Career Education Administrator:	William Barber
Support Staff Representative:	

Student Representative:	
WALK-ON MEMBERS:	
	Jim Smith
	Tom Wallenmaier
	Carole Sloan
	Nancy Widman
	Marge Swan
	Deb Lyons
	Nasser Beidoun
	Patrice Irving

JUDICIAL BOARD

CHARGE/PURPOSE: The Senate Chair shall request volunteers to have their names placed on a list of faculty who are willing to serve on the Judicial Board. If a hearing is called, the Senate Chair selects the two faculty appointees to serve for that hearing. The administrator shall be the vice president for Student Services or a designee. The students shall be appointed as according to specifications in the Student Council Constitution.

MEMBERSHIP: Open Membership

Academic Education Representative:	Suresh Ailawadi
Academic Education Representative:	Carole Sloan
Academic Education Representative:	Ken Kasin
Career Education Representative:	Nancy Stupsker
Career Education Representative:	
Career Education Representative:	Shannon Scanlon
Student Services Representative:	Doug Balsis
Student Services Representative:	Nancy Widman

LIBRARY COMMITTEE

CHARGE/PURPOSE: The purpose of the Library Committee is to consider policy issues or questions related to the Library and its role in promoting literacy; to evaluate policies and practices to ensure the Library's full integration into the teaching/learning/research environment; to advance the acquisition and use of information technology and traditional collections; and to provide a forum for the presentation of new Library initiatives.

MEMBERSHIP: Open Membership

Chair:	Geraldine Grunow
Secretary:	Dan Harrison
Members:	Deborah Carmichael
	Paulette Childress
Furat Al-Shemeri	Kathleen Cunningham
Bonnie Bodart	Diane Donbroski
Gail Conte	Daniel Harrison
Geraldine Grunow	Judy Kelly
Eric Rader	Barbara Lukasiewicz
Pamela Sayre	Mary Lund
Tom Wallenmaier	Elaine McKeand
Ruth Ann Schmitt	John Rietz
Kathleen Murray	Lynn Rivers
Roger Weekes	Nancy Widman
	Todd Whitaker

PROFESSIONAL PROBLEMS

CHARGE/PURPOSE: The Professional Problems Committee considers problems of a professional nature which are submitted by members of the College Organization, by the Senate, or by the President. Such problems are distinct from concerns covered by collective bargaining contracts. After consideration of such problems, the Committee forwards its recommendations to the Senate for further instructions or action.

MEMBERSHIP: Open Membership

Chair:	Marcia Holbrook
	Suresh Ailawadi
	Hal Friedman
	Ken Kasin
	Mary Rayhall
	Rick Rizzo
	Debbie Szymanski

PUBLIC RELATIONS COMMITTEE

CHARGE/PURPOSE: The Public Relations Committee serves as the organizational core of the College's community relations program and alumni-related activities. The Committee provides for and assists in the establishment and maintenance of a vital two-way communication process and the coordination of the public relations activities of the College.

MEMBERSHIP: Open Membership

Chair:	Sue Brown
Members:	Doug Balsis
	Marilyn Thibodeau
	Dick Brown
	Nancy Bryden
	Jim Knack
	Henry Morgan
	Jim Nelson

RETENTION ADVISORY COMMITTEE

CHARGE/PURPOSE: The Retention Advisory Committee will be responsible for fulfilling its mission by:

1. Meeting at least once per month during the fall and winter semesters.
2. Conducting an annual review and recommending to the appropriate vice president the appointment or re-appointment of the Coordinator of Retention.
3. Evaluating applications forwarded to the appropriate associate dean from faculty for redirected time or other compensation for program development, new initiatives, or other activities in the area of retention and making recommendations to the appropriate vice presidents.
4. Reviewing progress reports submitted by faculty engaged in retention initiatives in order to determine whether to recommend to the appropriate vice president continuation of redirected time or other compensation.
5. Reviewing the annual State of Retention Report submitted by the Coordinator and sending it to the College Senate and the Cabinet, and reviewing other assessment reports on retention in order to assist in meeting objectives and to determine future actions and objectives.

MEMBERSHIP: Appointed and Elected Members:

V.P. of Academic Education - Co-Chair

V.P. of Student Services

Coordinator of Retention

Mathematics Division Associate Dean

English Division Associate Dean

Coordinator of Supplemental Instruction

Counseling Associate Dean

Coordinator for the Assessment of Student Learning

Associate Dean from Career Education

Chair of Developmental Mathematics

Chairs of Developmental Reading and Writing Committees

Enrollment Development Representative

Student Activities Representative

Financial Aid Representative

Elected Members:	
English Division Faculty Member	
Math Division Faculty Member	
Counseling Division Faculty Member	
Career Education Faculty Member	
Two At-Large faculty members not from English, Math, or Counseling Divisions	
Vice President of Academic Education (Co-chair):	Reg Gerlica
Vice President of Student Services:	Lisa Jones-Harris
Coordinator of Retention:	Scott Still
Associate Dean, Mathematics	Larry Smyrski
Associate Dean, English	Chris Briggs
Associate Dean, Counseling:	Diane Green
Associate Dean, Career Education:	
Coordinator for the Assessment of Student Learning:	Leslie Kellogg
Coordinator of Supplemental Instruction:	Jeff Morford
Developmental Mathematics Chair:	Jeff Morford
Developmental Reading Chair:	Pamela Kaminski
Developmental Writing Chair:	Tamanika Terry Steward
English Representative:	Katherine Grahl (2009)
Math Representative:	Janice Gilliland (2009)
Counseling Representative:	Jerry Olszewski (2009)
Career Education Representative:	Diane Smith (2009)
Two at-large faculty not from English, Math or Counseling:	Katie Fitzner (2009) Stacy Buchanan (2009)

SCHOLARSHIP RECIPIENT

CHARGE/PURPOSE: The Scholarship Recipient Committee will approve selection of scholarship recipients recommended by the HFCC Foundation.

Additional Responsibilities include:

1. To approve selection of scholarship recipients.
2. To approve continuance or discontinuance of students currently on scholarships.
3. To recommend policies about scholarships.

The Committee makes recommendations each year to senior colleges concerning those of our graduates who we feel are worthy of receiving scholarships offered by these colleges.

MEMBERSHIP: Open Membership

Chair:	Cynthia Pepper
Members:	Nabeel Abraham
	Katherine Bradley
Todd Browning	Mike Daher
Jennifer Andrews	Jim Reppke
Dan Lindholm	Maureen Webster
Shannon Scanlon	Peggy Holcomb
	Dale Van Dorp

SCHOLASTIC REVIEW BOARD

CHARGE/PURPOSE: To review appeals from students who are dismissed from the College due to their GPA.

MEMBERSHIP: Appointed by the Scholastic Policies Committee

Chair:	Maureen Webster
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	Warren Yeakel
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	Richard Teeple
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SCHOLASTIC POLICIES

CHARGE/PURPOSE: This Committee will review, study, and make recommendations about policies pertaining to academic problems such as probation, withdrawal, etc. This includes the Scholarship Review Board.

It is expected that the faculty will present problems regarding academic standards, attendance, grading, the probation policy, and related questions to the Committee. The decision of the Committee regarding the presented problem will be conveyed to the Senate or to the Council. The Committee appoints two of its members to serve on the Scholarship Review Board.

MEMBERSHIP: Open Membership

Chair:	Pam Sayre
Secretary:	Michele Kipisz
Members:	Hashim Al-Tawil
	Tom Burns
	Reid Cook
Nasser Beidoun	Kevin Dewey
Furat Al-Shemeri	Pamela Kaminski
Janice Gilliland	Michele Kipisz
Peter Cravens	Hal Friedman
	Richard Teeple
	Mark Ulseth
	Jim Wanless
	Nancy Widman
	Warren Yeakel
	Paulette Childress
	Maureen Webster
	Paul Rodgers

SENATE

CHARGE/PURPOSE: The Senate of Henry Ford Community College is an instrument of shared governance, subject to the limitations stipulated in II-A-1 and III-E. The Senate was created by the faculty as a more effective means of realizing faculty aspirations than would be expedient through deliberations by the College Organization.

1. The formal method of initiating or altering action in which the faculty has competence, subject to review and approval by the President and Board of Trustees, shall be by the Senate recommendation with adoption in regular College Organization meetings.

2. The Senate shall undertake studies on its own initiative or as a consequence of representations brought to it by individual faculty members, by college committees, by faculty organizations, or by members of the administration.

3. The Senate shall assign tasks to College standing committees. Committees shall report to the Senate when their deliberations involve policy.

4. The Senate shall call meetings of the College Organization when necessary to report, to secure faculty approval, or to request direction.

MEMBERSHIP: The Senate shall consist of no more than fifteen members, with elected representatives from designated divisions/departments as stipulated in the Senate Bylaws, with three members elected at large, one representative at

large elected by administrators not reporting directly to the President, and one representative from the Council.

Elections will be conducted in March; terms shall be for three years to begin the following Fall Semester.

a. Membership of the Senate is open to any member of the College

Organization, except the College President and those people reporting directly to the President.

b. Whenever the membership in any designated area falls below twelve, the Senate shall reapportion. In addition, every five years the Senate shall review the representative scheme to determine if reapportionment is necessary.

c. Beginning in 2008 and at least every five years thereafter, the Senate shall conduct an evaluation of the General Education outcomes of the College in a manner to be determined by the Senate.

Chair:	Anthony Perry
Secretary:	Miles Jarvis
At-large Representative:	Mary Assel (2008)
At-large Representative:	Carole Sloan (2009)
At-large Representative:	Brian Smith (2010)
Administrative Representative (Local 71):	Shannon Bruley (2008)
Business & Economics and Health Careers Representative:	Debbie Szymanski (2009)
Council Representative:	Elaine Saneske (2008)
English Representative:	Adam Hazlett (2010)
Fine Arts and Fitness Representative:	Kevin Dewey (2008)
Nursing Representative:	Gail Frederick (2009)
Mathematics Representative:	Jeff Morford (2008)
Science Representative:	Brian Kirchner (2010)
Social Science Representative:	Anthony Perry (2009)
Student Services Representative:	Nancy Widman (2008)
Technology Representative:	Shannon Scanlon (2010)
TAED Representative:	Miles Jarvis (2009)

STUDENT COUNCIL ADVISORY BOARD

CHARGE/PURPOSE: The purpose of the student Council Advisory Board shall be:

1. to foster an open-door policy between the Student Council and other College organizations and committees.
2. to assist in the resolution of problems occurring on Student Council or problems the Student Body has with the Council.
3. to direct the members of the Student Council through appropriate channels at the college for implementing activities and programs.
4. to serve as an appellate body for the Student Council to uphold or reverse impeachment decisions of the Student Council.
5. to supervise the elections for membership on the Student Council.
6. to review the qualifications and credentials of the candidates for election to the Student Council and approve student applicants as candidates for election to the Student Council.

MEMBERSHIP:

Student Member:	
Student Member:	
Student Member:	
College Administrator Appointed by the President:	Lisa Jones-Harris
Senate Appointed Representative:	Hal Friedman
Senate Appointed Representative:	Deb Zopf
Senate Appointed Representative:	Tom Burns

STUDENT NEWSPAPER BOARD

CHARGE/PURPOSE: In order to provide an autonomous student press responsible to the college community through its representatives, the College establishes a Student Newspaper Board, which has the sole responsibility and authority to publish the official student newspaper on campus, *The Mirror News*.

MEMBERSHIP: The Student Newspaper Board is composed of three students, two faculty, one administrator, one person currently active in the field of journalism outside of the College, and two non-voting ex-officio members of the Student Newspaper Board who are the Editor of the newspaper and the faculty liaison to the student newspaper. The Student Newspaper Board is the publisher of the student newspaper. It hires a student editor and gives the editor the responsibility of content of the paper and warns the Editor that publishing libelous material will result in dismissal from the position of Editor.

Chair:	Peter Kearly (2008)
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	Brian Smith (2009)
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Student Editor in Chief:	Katelyn Johnson
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Student Representative:	Theresa Munroe
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Representative from the Dearborn Press and Guide:	Jason Davis
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Administrator:	Lisa Jones-Harris
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Faculty Liaison:	Cassandra Fluker
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TECHNOLOGY INVESTMENT COMMITTEE

CHARGE/PURPOSE: Since rapidly changing technology demands constant updating of instructional equipment for education to stay current, the purpose of the technology fund is to support projects that increase student access to instructional technology. Funds may be used for any purpose that enables improvement in student learning or access to technology, including, but not limited to, multimedia presentations, distance learning technology, CD-ROM

materials, self-paced computer-assisted instruction, computer hardware and software, industrial computer upgrades, and maintenance costs. The fund will also support on a pilot basis the costs for consultants and for technical support. If the pilot is considered to be a success, justification will have been provided for incorporation of maintenance and support costs in the general operating budget.

Although projects that provide technological support to more than one program will receive favorable consideration, the Committee may not base its decision primarily on number of students served. Projects also will be encouraged which introduce student access to instructional technology in areas where it has not been available. To promote innovation and further curricular revision, the technology fund will support areas that have established themselves as leaders in using technology, for instance, by actively pursuing external funding sources such as competitive grants. To promote continued pursuit of external funding, the Committee will support requests for matching funds for successful faculty-initiated grant applications that conform to the Technology Investment

Committee's general guidelines.

MEMBERSHIP: The Committee will consist of nine voting members: five faculty (three to be elected at-large; two to be elected by the Senate), three administrators (two non-exempt administrators elected by the Council and one exempt administrator to be appointed by the President), and one member of the full-time support staff (to be appointed by the Staff Council).

In addition, the Director of Administrative Data and Voice Communications, the Chair of the Instructional Technology Committee, and the Instructional Technologist will serve in an advisory, non-voting capacity on this

Committee to provide technological expertise. The Senate Chair and the Controller will also serve as ex officio members. All members will serve for three years with the exception of the Senate-elected members who will serve for two years and the Senate Chair, who shall serve for his or her term of office. No voting member of the Technology Investment Committee shall be allowed to be the presenter or co-presenter of a proposal to the Committee. If the Committee deems that a voting member could have a conflict of interest in regard to a proposal, that member will be excused from voting.

Chair:	Scott Barnett (2008)
At-large Faculty Representative:	Victoria Cliett (2009)
At-large Faculty Representative:	Scott Barnett (2008)

At-large Faculty Representative:	Mike Garms (2010)
Senate Elected Representative:	(2009)
Senate Elected Representative:	Gary Heinz(2008)
Non-exempt Administrator Elected by the Council:	Barbara Lukasiewicz (2009)
Non-exempt Administrator Elected by the Council:	Charlie Jacobs (2009)
Support Staff Representative:	Darren Rinaldi (2009)
Exempt Administrator Appointed by the President:	William Barber (2008)
ADVISORY MEMBERS:	
Director, Voice and Data:	Sandro Silvestri
Instructional Technologist::	Vivian Beaty
Chair of Instructional Technology Committee:	David Maier
Ex Officio, Controller:	Marjorie Swan
Secretary to Controller:	Kathy Dimitiou
Senate Chair:	Anthony Perry

TRAVEL COMMITTEE

CHARGE/PURPOSE: All requests for travel-conference monies shall be subject to the review and approval of the Travel Committee. During the course of the year, total disbursements to any one teacher shall not exceed an amount equal to the total of the Travel-Conference Fund divided by the number of eligible teachers. At the end of the year, the Travel Committee will disburse the balance of the Fund monies, if any, to teachers whose travel expenses have not been fully reimbursed. Monies from the Fund will be distributed in equal allotments until each teacher's bills are fully paid or until the Fund is exhausted.

MEMBERSHIP: The College Travel Committee shall consist of one member elected from each constituency that comprises faculty representation on the Senate. The members shall be elected to four-year terms. The Committee shall elect one of its members chairperson, and another member secretary.

Chair:	Richard Teeple
Business & Economics (including Co-Op)	Diane Smith (2008)
Counseling, Library, FOW, Child Activity, Placement & Special Needs:	Doug Balsis (2008)
Mathematics Representative:	Dan Buchanan (2008)
Health Careers and Nursing Representative:	Janice Bartos (2008)
Electronics/Robotics, Drafting, Cisco, Automotive, Computer Information Systems, Manufacturing Engineering, Co-op Technical Representative:	Nancy Stupsker (2008)
English Representative:	Ed Demerly (2008)
Science Representative:	Cindy Bida (2008)
Related Trades, Energy Technology, Hospitality, and Architectural Construction Representative:	Richard Teeple (2008)
Fine Arts and Fitness Representative:	Jay Korinek (2008)
Social Science Representative:	Pamela Sayre (2008)