

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, December 6, 2011, IT 225

College Senate web page: <http://www.mvcc.edu/senate/senate-home>

Present: L. Charbonneau, N. Chrisman, S. Cummings, S. Dar, J. Dewan, J. DeWeerth, D. Elseth, S. Frisbee, L. Flynt, E. Hantsch, D. Horton, P. Katchmar, L. Kattato, D. Katz, D. Kelly, R. Labuz, A. Light, D. McDermott, M. McHarris, G. Melendez, J. Mihevc, B. Molinaro, R. Pucine, M. Radlowski, G. Searles, J. Smrtic, R. Spetka, C. Way, J. Wilcox, J. Woodrow, J. Yager, and President R. VanWagoner.

Student Senators: J. Coleman, J. Constantine, and D. Nekritz.

Absent/Excused: D. Hydellund, J. Livadas, M. Parry, M. Sorrentino, and W. Zogby.

Guests: D. Bogan, J. Bullis, M. Buttenschon, A. Doughtie, K. Evans-Dame, R. Feola, K. Hartman, C. Ho, J. Myers, J. Palmer, W. Perrotti, N. Rosero, J. Rotundo, M. Snyder, D. Thomas, and D. Willner.

CALL TO ORDER

The meeting was called to order at 2:30 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

S. Cummings moved, and J. Constantine seconded, to approve the minutes of the November 1, 2011, meeting. The motion carried by common consensus.

CHAIRPERSON'S REPORT

D. Katz reported Senate activities to the Cabinet on November 8 and to the Board of Trustees on November 21. He introduced Lynn Kattato as the new Senator representing adjunct faculty, replacing Jim Roberts, and announced Jerry Livadas as the new Senator representing part-time employees, replacing Munir Syed. He appointed Ron Labuz as the Senate representative to the Faculty Council of Community Colleges (FCCC) for the remainder of this academic year as a replacement for Beverly Quist, who resigned from the position. He added that the FCCC is looking for "stories of transformation," and will be joining with the Student Assembly and the SUNY System Administration to launch a campaign for increased state funding. Please send your stories to cheri.burnham@suny.edu.

D. Katz also announced that the Senate Advisory Committee is continuing to explore ways we might be able to increase the connection and interaction between the Senate and the major Senate committees. The Senate Advisory Committee is also considering ways to enhance our web presence and make navigation to the Senate pages more intuitive and user friendly.

Lastly, D. Katz stated that when MVCC revises its emergency closure notifications, details will be available in *Communitas*. This was an issue at one of last year's Senate meetings.

STUDENT CONGRESS REPORT

J. Coleman stated that the current Student Congress treasurer is transferring out and will be replaced.

PRESIDENT'S REPORT

President VanWagoner announced that in January he plans to schedule open forums on both campuses concerning the budget. There will also be open forums in January to meet with the candidates for the position of Dean of the Rome Campus. He stated that the Board of Trustees continues to update Board policies.

VICE PRESIDENT'S REPORT

R. Feola reported that the camera system on the Utica Campus has been completed; two additional cameras will be added to the new field house as well. Work is being done to upgrade the computer labs. Money left over from the field house will be used for other small projects. Over the winter break renovation construction will begin in the library and in the third floor Payne Hall break room. Water-damaged carpeting will be replaced on third floor Payne Hall. A bid will be put out for upgrading the WiFi on campus. R. Feola also reported that he has talked to the school truancy people about students from Proctor High School who wander up to MVCC at lunch time and don't return to school, instead hanging out on our campus.

FACULTY COUNCIL OF COMMUNITY COLLEGES (FCCC) REPORT

None.

OLD BUSINESS

Safety and Security Committee's smoking policy update: The committee has decided that smoking will only be allowed in the shelters. They are now working to determine how many will be needed and where they should be located. G. Searles suggested that the shelters be made so that they could have a dual purpose in case smoking is banned entirely on campus at some time in the future.

Campus Clocks: M. McHarris from the Facilities Committee recommended "a review of all existing locations to either add or eliminate the existing clocks and proceed to a new clock system that uses a master controller clock that all other clocks on campus receive a signal from this Master Clock to ensure that all clocks located in central area's read the same time, thus becoming "College Time". This type of system can be utilized by both the Utica and Rome Campuses. The committee does not recommend that we install clocks in all classrooms at this time, only the central locations of all buildings." J. Woodrow moved, and N. Chrisman seconded, to accept the recommendation. The motion carried with none opposed and no abstentions.

Uniformity and clarity in identifying academic centers across communication modalities from the catalog to the web site to external & internal marketing: It was felt that the names of the centers lend confusion on the web site and elsewhere because they do not accurately match all the subject areas covered within them. Matt Snyder stated that the decentralized approach to the web site means that there are some 60 plus employees trained as content uploaders, which can lead to inconsistencies. The content uploaders are supposed to report problems. If you see a problem on the web page, report it to the content uploader of your page, and that person should report it to him. S. Dar felt that each web page should list a webmaster to contact with problems and suggestions for additional content. K. Hartman seconded this, and added that, in her experience with the web site, she has found that some pages do have webmasters listed, and some do not. This should be consistent. Bill Perrotti stated that the College's home page should not have outdated information. Matt agreed that this is his department's responsibility. N. Chrisman stated that web site inconsistency was only part of the problem as presented to the Senate Advisory Committee; the bigger issue is the fact that the acronyms

for the centers are non-intuitive, confusing, and not reflective of all the subjects taught under them. Matt responded that he has spoken to Maryrose about this, and that she is willing to engage in this.

Ad Hoc Textbook Committee: K. Hartman reported that the committee realized that a large part of the problem with textbooks is that students do not understand all their options. Even though the bookstore tries to make this information available, it is obvious that more needs to be done. To that end, the committee met in December with Jennifer Rotundo, who gave advice on marketing options. A. Light asked if the topic of textbook rentals has been addressed. G. Melendez responded affirmatively and added that, depending on where they purchase their textbooks from, students may not be able to use financial aid to buy them.

Wellness Committee Charter: D. Katz stated that the Senate Advisory Committee will have a charter for this new Senate Committee by the February meeting.

NEW BUSINESS

Instructional space assessment & renovation: The Facilities Committee presented its recommendations on renovating the campus' instructional spaces:

"We recommend a review of all instructional spaces and that a plan be developed to prioritize their renovation and improvement. Consideration should be given to improving accessibility for individuals with disabilities, to the renovation of classrooms (painting, placement of artwork, etc.), to the purchase and placement of alternative furniture, to the placement of appropriate technology and to control of lighting, heating and ventilation. A comprehensive effort must also be made to match faculty and class requirements with appropriate classrooms. Consideration should also be given to designating a single point of contact to budget for classroom improvements. Presently, budget responsibilities relating to classrooms are divided among multiple units, making it difficult to coordinate improvements." N. Chrisman moved to accept the Committee's recommendations; J. Constantine seconded. Discussion ensued, during which President VanWagoner added that a while ago the College invested in new furniture for some classrooms, but a survey showed such mixed feelings about it that further purchasing was halted. Bill Perrotti also noted that some renovations may change the capacities of some rooms. D. Kelly added that perhaps the College put different/new furniture in the wrong rooms. G. Searles also added that he dislikes the tables because it's easier for students seated at them to cheat. A vote was taken to accept the Facilities Committee's recommendations. The motion carried, with none opposed and no abstentions.

Senate Advisory Committee Charter and related bylaws: D. Katz presented the proposed charter for the Senate Advisory Committee. D. Kelly moved, and M. Radlowski seconded, to accept the SAC charter and related bylaws changes. M. Snyder suggested something be added in the charter about the Senate Advisory Committee's role in keeping lines of communication open between the Senate and other bodies, such as the Board of Trustees. He suggested that task number 2 be amended to begin "Creates and promulgates." D. Kelly moved, and D. Elseth seconded, to accept the amended charter. S. Frisbee suggested adding on to the end of action number 2 the phrase "and informs the affected parties." A vote was taken on accepting the Senate Advisory Committee charter as amended. The motion carried, with none opposed and no abstentions. Bylaws 6.3, 6.4, 6.5 and 3.5 were presented, with amendments to 6.5. It was suggested that, in 6.5.1 and 6.5.3, it should read "four (4) to (6)" instead of "five (5) to seven (7)". It was also suggested that the phrase "from the academic departments" be stricken from the end of 6.5.1 and replaced with the word faculty. M. Snyder suggested that the words "and promulgate" be added after the word collect in 6.5.4.1 and after the word create in 6.5.4.2. S. Frisbee moved, and L.

Charbonneau seconded, to accept the bylaws with amendments. The motion carried with none opposed and no abstentions.

Retired faculty lounge: J. Smrtic proposed that a lounge be created for retired faculty. S. Cummings responded that it is a nice idea but that currently space is at a premium on campus. G. Searles pointed out that retired faculty who are teaching are adjuncts, and that, therefore, more space is needed than what is currently available for adjuncts. He added that, at one time many years ago there was a faculty lounge on the third floor of Payne Hall, but it was not heavily used. D. McDermott suggested talking to the current adjuncts to determine what they want/need. D. Nekritz proposed collecting data before forming a committee, which D. Katz suggested. After further discussion, D. Katz sensed no consensus on this issue.

VPLAA survey: Concern has been expressed about the purpose, use, and validity of the open-ended VPLAA survey. D. Willner explained that the survey was created as open-ended because if you provide the answers, such as in multiple choice, it presumes you know the answers, and they don't. 40% of faculty responded to the survey, and the results will take some time to analyze. They would also like to try to reach the 60% who did not respond. The deans will be reading the information, the results of which will be made available to the college community. A. Doughtie felt it was not clear what was being assessed, as there seemed to be two issues—how is our communication and how are the centers working. D. Willner assured Senators that the results will not be used for marketing purposes, but strictly for improvement of the centers.

OTHER BUSINESS

Emeritus status: Bill Perrotti expressed dissatisfaction at the fact that retirees are being denied emeritus status despite long-time careers at the College. He felt it was an insult to them and an injustice. S. Cummings asked who is responsible for nominating people for this status. R. Thomas stated that back in 2006 he participated in writing a policy for emeritus status which was approved by the Senate. D. Willner also remembered participating in this. It was pointed out that emeritus means “retired in good service.” Because the Board changed the policy in 2006 people who were expecting emeritus status did not receive it because the standards were changed. Bill asked that this matter appear on the February agenda with Board of Trustees members present.

ADJOURNMENT

S. Frisbee moved, and J. Yager seconded, to adjourn. The meeting was adjourned by common consensus at 4:21 p.m.

NEXT MEETINGS

The next meeting of the College Senate will be **Tuesday, February 7, 2012, at 2:30 p.m. in IT 225**.
The next Senate Advisory Committee meeting will be Monday, January 30, 2012, at 3:00 p.m. in PH 391.

Respectfully submitted,

Krista Hartman
Recording Secretary