

MOHAWK VALLEY COMMUNITY COLLEGE

Utica and Rome, New York

SENATE MEETING MINUTES

Tuesday, March 2, 2004, PH 300

PRESENT: S. Bice, A. Broski, T. Capraro, E. Dailey, D. DiGiorgio, B. Evans, A. Gruebel, K. Hartman, W. Hysell, G. Kulis, S. Machuca, J. Myers, B. Quist, B. Scantlebury, S. Senior, M. Sewall, R. Spetka, M. Waldrop.

Guests: J. Brown, P. Fox, A. Friedberg, R. Jubenville, D. McDermott, L. Matthews, N. Rosero.

CALL TO ORDER

The meeting was called to order at 3:44 pm.

APPROVAL OF MINUTES FROM PREVIOUS MEETING

Barbara Scantlebury moved, and Gary Kulis seconded, to approve the minutes of the February 3rd meeting with one correction (moving P. Fox to the list of guests). The motion carried by common consensus.

CHAIRPERSON'S REPORT

Chairperson Bice:

- attended Executive Committee meetings;
- attended the February meeting of the Board of Trustees;
- met with the Senate Advisory Committee;
- followed up with the General Education Committee concerning Tier 1 and Tier 2 course approvals;
- prepared and submitted the Senate resolution regarding the Chancellor's Revised Proposal on University-Wide Assessment;
- contacted Anthony Perry, Student Congress President, regarding student involvement with the Senate;
- compiled the comments made at the Senate-Sponsored Open Forum on campus safety and security, which will be posted in the Senate's public folder;
- met with the Staff Development Committee;
- sent notices to Senate Committee Chairs delinquent on the submission of his/her report;
- conferred with the ad hoc Memorial, Honor Code, and Bylaws Committees;
- referred Education Law Article 129-A to the Safety Committee (refers to conduct on campus and college property used for educational purposes);
- contacted Frank Przybycien for a replacement on the Senate for Frank Tobiasz, who has retired.

Chairperson Bice also asked the Senate to permit two additional items of business to be added to the agenda (Peace Officer status and a request from the President concerning the Cultural Committee).

Gary Kulis moved, and Jim Myers seconded, to accept the Chairperson's report. The motion carried by common consensus.

COMMITTEE REPORTS

- 1) Ad hoc Memorial Committee: Barbara Evans reported that they are trying to get a final drawing of what the memorial will look like from the Art Department and she has contacted Larry Migliori for his assistance.

- 2) Ad hoc Honor Code Committee: Krista Hartman reported that the committee has been meeting every other week. The Committee has determined that the mechanism for the responses to violations of the Honor Code are already in place. An Honor Code statement that the Committee likes has been located and the Committee Chair has contacted the community college for permission to use some of its wording in formulating MVCC's Code.
- 3) Ad hoc Bylaws Committee: Tom Capraro reported that the committee has made a preliminary run-through of the bylaws and will be recommending a few changes.
- 4) Ad hoc Committee on Senate Committees: No report.

OLD BUSINESS

Resolution concerning the Chancellor's Revised Proposal on University-Wide Assessment:

Bob Jubenville reported that our letter of rejection of the Chancellor's Revised Proposal was forwarded to Vice-Chancellor John O'Connor. Chairperson Bice reported that 15 of the 16 community colleges who have met with their Senates have rejected the Revised Proposal. Bob Jubenville also reported that the SUNY President's group strongly recommended that another committee with broader and truer representation be formed to address campus-based assessment.

Approval of Tier 1 and Tier 2 status: Chairperson Bice reported that the General Education Committee agrees that it is unnecessary to forward proposed Tier 1 and Tier 2 courses to the Senate for action. They do, however, want approval of Tier status from the Vice-President of Instruction. Chairperson Bice will notify Chair Labuz to make any necessary changes to the General Education Committee's charge. These changes are required to come to the Senate for approval.

Student Representation: Chairperson Bice reported that Anthony Perry is formulating a proposal regarding an alternate means of appointing students to serve on the Senate and on Senate committees. Currently, only students who are members of Student Congress may serve on the Senate and on Senate committees. Vice-President Denise DiGiorgio reported that she believes Anthony intends to propose that if no Student Congress members will serve, the Student Congress President may ask non-Student Congress members to serve.

Summary of the Senate-Sponsored Open Forum on Campus Safety and Security: Chairperson Bice reported that she would place the summary of comments made during the Senate-Sponsored Open Forum on Campus Safety and Security held on November 11, 2003, in the Senate's public folder in Outlook Express.

NEW BUSINESS

Calendar for Academic Year 2005-2006: Art Friedberg thanked Rosemary Spetka for her efforts in preparing the calendar, and briefly explained the proposed Calendar. VP Denise DiGiorgio pointed out a few errors. Mike Sewall moved, and Gary Kulis seconded, to approve the calendar with the following changes:

under Fall 2005, final exams begin Tuesday, December **13**; the note should read: "The week of October 10, **2005**..."; and under Spring 2006, finals exams begin Tuesday, May **16**.

The motion carried.

Fall 2003 College Senate Committee reports: Chairperson Bice pointed out that two Senate Committees (Awards and Staff Development) lack Chairs, and thanked Patty Fox for taking the responsibility to convene those committees' meetings. Ann Smallen, Chair of the Promotions Review Committee for Faculty, suggest that the committee's name be changed to more accurately reflect its function, to which Chairperson Bice replied that a formal proposal from the Committee would be considered by the Senate. Chairperson Bice suggested that some committees are not fulfilling their charge, based on some of the reports received. The ad hoc Committee on Senate Committees should be reviewing all committee charges. Chairperson will remind the Committee of this. Jim Myers moved, and Santiago Machuca seconded, to approve all the committee reports. The motion carried with one abstention.

Senate-Sponsored Open Forum: Chairperson Bice announced that she hoped to have a topic for the next Forum shortly.

Appointment of ad hoc Nominations and Elections Committee: Chairperson Bice appointed Gary Kulis to chair the ad hoc Nominations and Elections Committee, and Mike Sewall, Krista Hartman, and Mark Waldrop volunteered to serve on the committee.

Distribution of Senate minutes to all users via email: Chairperson Bice proposed that the minutes of each Senate meeting be posted in the Senate's public folder in Microsoft Outlook after they are approved by the Senate. Sue had consulted with the President prior to the meeting and reported that he had no objection. Mike Sewall moved, and Jim Myers seconded, to approve the proposal. The motion carried.

Cultural Committee: President Schafer has requested that an annual report from the Cultural Committee be sent to the Senate every April as an informational item. The Senators voiced no objections. Chairperson Bice will contact the Committee's Chair.

Peace Officer Policy: Dean Jerry Brown explained the proposed College's Peace Officer Policy. Peace Officers will be able to make arrests and execute search warrants. They will not carry firearms, although they may have nightsticks, which they will be trained to use for defensive purposes only. They can pursue someone off campus if they see that person do something wrong on campus, but only as long as they can maintain visual contact with that person. They may not use a vehicle to pursue someone off campus.

There will not be a holding cell here on campus; offenders will be transported to the Utica Police Department. Eleven weeks of training will begin on June 1. Due to costs, which the College has to pay, and staffing arrangements (coverage of campus while security personnel are in training), not everyone may be sent for training at once. The College would require eight (8) Peace Officers out of the total number of security officers (currently 14). The Board of Trustees will have the responsibility to appoint Peace Officer status and will need to adopt a procedure for revoking that status if violations occur. An officer whose status is revoked would not necessarily lose his/her job at the College and can appeal his/her revocation. Peace Officer status does not mean a change in civil service title and salary negotiations will need to take place between their union and the Board of Trustees. Background checks will have to be completed on all Peace Officer candidates, but the source of these checks is undetermined.

REPORT BY PRESIDENT SCHAFER OR HIS DESIGNEE

Eileen Dailey reported that President Schafer recommended to the Board of Trustees that one Peace Officer should be on campus at all times, and that they not carry firearms or mace.

STUDENT GOVERNMENT REPORT

None.

ADJOURNMENT

Barbara Scantlebury moved, and Gary Kulis seconded, to adjourn. The meeting adjourned by common consensus at 5:05 p.m.

NEXT MEETING(S)

The next Senate meeting will be at the **Rome Campus in PC 209 on Tuesday, April 6, 2004, at 3:30 p.m.**

The next Senate Advisory Committee meeting will be Tuesday, March 23, 2004 at 2:30 p.m., location TBA.

Respectfully submitted,

Krista E. Hartman
Recording Secretary