

**MOHAWK VALLEY COMMUNITY COLLEGE**  
**1101 Sherman Drive, Utica, NY 13501**

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, November 7, 2006**

**Present** C. Amato, S. Bice, D. Boyce, T. Capraro, E. Dailey, L. Daniels, D. DiGiorgio, C. Domser, G. Donato, A. Doughtie, R. Feola, T. Fournier, A. Glidden, T. Haroon, R. Jubenville, D. Katz, D. Larson, D. McDermott, J. Maio, M. Pearson, W. Perrotti, B. Quist, N. Rutishauser, S. Selden, M. Sewall, G. Slade, R. Spetka, D. Willner, and J. Zegarelli. M. Schafer, College President

**Guests** J. Andrek, F. Armstrong, R. Cantor, M. Czarnecki, J. Dewan, S. Frisbee, P. Fox, N. Gioppo, P. Graziadei, R. Haubert, P. Hirsch, K. Lynip, S. McGovern, C. Plescia, R. Pucine, M. Radlowski, N. Rosero, E. Searles, G. Sultenfuss and S. Zohne.

**Absent/Excused** D. Ayers-Darling, A. Broski, R. Doolen, K. Hartman, B. Judycki, P. Malinowski, A. Marchio, S. Senior and R. Thomas.

**CALL TO ORDER** The meeting was called to order by Chairperson Perrotti at 2:32 p.m.

**APPROVAL OF MINUTES** R. Spetka moved and D. Larson seconded to approve the October 3, 2006 minutes with one correction (D. Boyce should be marked as present). Motion carried.

**CHAIRPERSON'S REPORT**

- Attended Board of Trustees, Executive Committee (with one exception), and Senate Advisory Committee meetings.
- Transferred the College Senate Archives to the Utica Library for permanent storage and ease of access.
- Had nearly filled all committee vacancies; an updated listing was distributed.
- Had met with Student Congress regarding the student vacancies on the various College Senate Committees. He is awaiting appointments from L. Daniels, Student Congress President.
- Shared that the Presidential Search Committee next meets on November 29<sup>th</sup>.

D. Willner moved and A. Doughtie seconded a motion to approve the Chairperson's Report. The motion carried.

**PRESIDENT SCHAFER'S REPORT**

President Schafer clarified that non-teaching staff do not typically teach during their scheduled work hours unless there is an emergent need. This is an "exception" and rarely occurs. President Schafer discussed the status of the budget and the funding for the long sought after field house. If this is approved, the field house will be named after Robert Jorgenson. M. Briggs, a former MVCC athlete has promised to match the county's contribution; this could total approximately 1 million dollars. The President briefly

discussed the need to update the telephone system. The College's current system will soon be without a service contract and because the system is antiquated a new service agreement is no longer being offered by the vendor. P. Katchmar has been investigating alternatives.

President Schafer stated that he relied very heavily on the College Senate as a governance body to develop policies and resolve any issues however; he reminded the Senators that union matters should not overlap with governance and blur the "lines". He stated that certain issues that involve a particular Vice-President's area should be first referred to the appropriate Vice- President.

### **STUDENT CONGRESS REPORT**

L. Daniels reported that she had filled the appointments of student members on the various College Senate Committees. She announced the addition of two new clubs: a Gospel Club and a Paranormal Club. L. Daniels stated that the BSU Dance Party was a success and attended by over 300 people. She has met with D. Larson and N. Rosero regarding assessment of student representatives.

### **FCCC REPORT**

R. Jubenville reported that the FCC is collaborating with SUNY Administration in the development of a funding formula. The FCCC's Resolution regarding Strengthened Campus-Based Assessment was distributed for informational purposes and possible action, in the future, by the College Senate.

### **COMMITTEE REPORTS**

The 2006 Spring Semester Committee reports were distributed for review and subsequent approval. D. Katz moved and G. Donato seconded to approve the reports as submitted. Motion carried. Chairperson Perrotti requested that the Affirmative Action Committee's plan be presented at the next College Senate meeting.

Green Campus Task Force – N. Rutishauser reported that the members had been divided into subgroups (Education, Paper Recycle, Bottle & Plastic Recycle, and Power Conservation & Reducing Greenhouse Gases) and are diligently working on their assignments.

Catalog Content Task Force – N. Rosero reported that the work of the Task Force continues. There are a few areas of concern; (1) a few areas have not responded concerning verification of the material, (2) several of the faculty/staff have not taken the time to verify their directory information, (3) departments are awaiting information from the College-Wide Curriculum Committee regarding procedures and forms and lastly, (4) only a few departments have completed their reviews.

### **OLD BUSINESS**

Dual Credit – Shane McGovern, Director of High School Programs, provided a very thorough report regarding MVCC's involvement with participating high schools for dual credit. Currently there are eighteen participating high schools along with Madison-

BOCES and Oneida-BOCES. S. McGovern provided a listing of the courses offered for dual credit, a listing of the courses offered by department, enrollment trends, quality control processes (including approval of adjuncts), adjunct preparation, communication amongst those involved and a status report on the accreditation process. Numerous questions were asked regarding eligibility criteria, requirements for a final exam, grades, mentoring of faculty, etc. S. McGovern stated that there were a number of areas he would be focusing on to help ensure quality. He stated he would be developing mechanisms to gather better data and to strengthen the overall quality.

#### 2007-2008 Calendar

D. Larson presented the 2007- 2008 Academic Calendar for discussion and approval. Motion was made by M. Sewall and seconded by D. Katz. The motion carried with 1 opposed and 0 abstention.

D. Larson also submitted an Academic Calendar Template to be used in the development of future academic calendars. After some discussion, a motion was made by D. Katz and seconded by R. Jubenville to refer this template to the College-wide Calendar College to consider. The Committee was also directed to investigate the possibility of changing the length of classes in order to start the calendar year later or finish earlier or both. The motion carried with none opposed and no abstention.

#### **NEW BUSINESS**

Resolution on Campus Climate – D. Katz presented a resolution, co-sponsored by twenty-four Senators, addressing campus climate. D. Katz moved and N. Rutishauser seconded to approve this resolution as presented. D. Katz explained that the resolution was prepared to express the concern of the College Senate, as a governing body. He stated that this resolution was not coming from any of the unions; it is however; coming from the College Senators who represent nearly every area of the College. Much discussion followed. President Schafer stated that his morale, work ethic, etc have also been greatly affected. He assured the College Senate that the Board of Trustees was very aware of the issues. He suggested that rather than this resolution signed only by College Senators that a petition be drafted and “signed by all”, similar to the procedure the Oneida County Board of Elections follows. D. Katz and others responded that this certainly could be another step. C. Amato, a Student Senator, commented that the situation is making the students feel very uncomfortable; will classes begin to be cancelled, etc. D. Willner commented (in his 30 years at the College) that it appears to be abundantly acceptable to the BOT to allow deadlines for contracts to pass; this clearly should not be acceptable practice. D. Larson observed that it takes two parties to settle this contract conflict. If the College Senate, as a governing body representing all employee groups, truly were to make an objective resolution, it would encourage all parties—not just the Board—involved in the current conflict to renew their efforts for a contract settlement. S. Bice moved the question. The motion carried with 3 opposed and 2 abstentions. W. Perrotti will request that he be placed on the BOT agenda to present this resolution.

Revised Senate meeting schedule – B. Quist stated that given the business of the Senate that perhaps it should meet more often. The idea would be to roll-over unfinished business only to the following week and then hold the next meeting as normally scheduled. This would allow for business to get addressed more timely. After some discussion, S. Bice suggested that the Senate Advisory Committee look at the logistics of this suggestion and report back.

Committee for Services to Students with Disabilities - The Committee is seeking to broaden its membership and change the length of the Committee members' terms. The composition and terms would be as follows: 1) the term of service on the Committee will be two years for members who are College employees. (2) The term of service on the Committee will be one year for student members. (3) Terms will be staggered, with one half of the Committee replaced at a time on alternate years. (4) The composition of the Committee will be changed and expanded as follows: Ongoing: 1 Coordinator of Disability Services, Utica Campus and 1 Enrollment Management Specialist/Student Services Counselor, Rome Campus. Two Year Terms: 2 representatives from Instruction, 2 representatives from Student Services, 2 representatives from Administrative Services, and 1 student with a disability. M. Sewall moved to accept, G. Donato seconded and the motion carried with none opposed and no abstention.

Safety & Security Committee – The Committee is seeking to add the Vice President for Student Services or his/her designee an on-going member of the Committee to ensure that students are represented at all times. A motion was made by D. Larson to approve this change and seconded by E. Dailey. The motion carried with none opposed and no abstention. D. DiGiorgio, Vice President for Student Services, was officially appointed/approved by the College Senate effectively immediately.

### **OTHER BUSINESS**

Chairperson Perrotti distributed the following informational documents: 1) BOT meeting summary from February through August, 2006, 2) Updated listing of adjunct instructors and 3) a brief article about community college misconceptions.

### **ADJOURNMENT**

D. Willner moved and S. Bice seconded to adjourn the meeting. Motion carried and the meeting was adjourned at 4:45 p.m.

### **NEXT MEETINGS**

The next meeting of the College Senate will be Tuesday, December 5, 2006, @ 2:30 p.m. in PH 300.

The next Senate Advisory Committee meeting will be Monday, November 20, 2006, @ 2 p.m., place TBA.

Respectfully submitted,

Sue Bice, Senator and  
Acting Recording Secretary