

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, February 5 & Tuesday, February 12, 2008, PH 300

Tuesday, February 5, 2008

Present: K. Barefoot, D. Bogan, D. Boyce, A. Broski, T. Capraro, N. Chrisman, A. Doughtie, T. Fournier, S. Frisbee, S. Getchell, K. Hartman, D. Hoffman, D. Ianno, R. Jubenville, B. Judycki, D. Katz, M. Kohl, J. Maio, C. Miller, W. Perrotti, R. Pucine, B. Quist, M. Radlowski, T. Schink, S. Selden, S. Senior, C. Lomeo-Smrtic, C. Way, J. Wells-Tsiatsos, D. Willner, J. Zegarelli, and President R. VanWagoner.

Students: N. Lawrence, A. Rudwall, A. Smith.

Excused: F. Armstrong, C. Domser, R. Spetka.

Guests: R. Cantor, E. Dailey, D. DiGiorgio, S. Engel, P. Fox, D. Gibbons, L. Igoe, D. McDermott, N. Rosero, E. Searles, and C. Svoboda.

CALL TO ORDER

The meeting was called to order at 2:31 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

T. Capraro moved, and N. Lawrence seconded, to approve the minutes of the December Senate meetings. The motion carried by common consensus.

CHAIRPERSON'S REPORT

W. Perrotti introduced new Senators N. Chrisman, S. Frisbee, K. Barefoot, S. Getchell, and C. Lomeo-Smrtic. He also introduced new student Senator Amanda Smith.

W. Perrotti stated that the Senate-approved policy on cell phones in the classroom will not go to the Board, but will be a promulgated Senate policy. He reported that no action yet has been taken on the proposed Chancellor's Award for Excellence in Classified Staff Service. He said the FCCC may survey other community colleges to collect data on this issue. He also pointed out that the Distinguished Faculty Rank award is to be done completely in secret from the candidates, which is not how the College has conducted awards in the past.

PRESIDENT VANWAGONER'S REPORT

The President stated he would report to the Senate via email.

STUDENT CONGRESS REPORT

Amber Rudwall reported that nominations for a new Vice President for Governance of the Student Congress will take place on Friday, February 8. W. Perrotti will go the next Student Congress meeting to try to fill any openings in Senate Committees. Chrono Ho will revamp the S.C. web site, which will have blogs from the officers.

N. Lawrence also brought up a concern about the quality of courses taught by adjuncts, citing as an example a core course she recently took that she felt was poorly taught and from which she learned little. D. Willner replied that he is on the design team for adjunct

support, and will take her concerns into consideration. The team hopes to be finished with its work by March 1st. A. Rudwall added that she does not want MVCC to be perceived as an “easy” college, and felt that perhaps the Student Congress should conduct a survey of students concerning their experiences with instructors.

SPECIAL REPORTS

Special report on Instruction: Acting Vice President of Instruction Sandra Engel summarized some of the special happenings from last fall. These included: The cultural series broke the 5,000 attendance mark; Jim Lynch was hired as the new Director of Distance Learning; two faculty are working on a proposed Adjunct Support process; department heads had a tour of BOCES; 9 faculty positions are ready to be filled; and they are working on changing the language of the ads for the positions.

Strategic Planning Committee report: Brian Judycki, Senate liaison to the SPC, handed out a summary of the Committee’s priorities, directions, and initiatives. He reported that the College budget will be linked into the strategic plan, but how it will do so has not yet been determined. Everything is still in draft form, not yet finalized.

Hiring Design Team: Dennis Gibbons reported that members of the Affirmative Action Committee make up this team, which first created a list of what the College is doing right, and then listed concerns. The team interviewed five institutions in various states for their best practices. In none of the five colleges was Board approval sought for hiring employees except for executive level positions. Most colleges have applications as well as requiring a resume and cover letter. Most colleges also have paperless applications, i.e., online. In three out of five colleges all communications with candidates were conducted online, except for the final hiring offer. Some colleges have a bank of best questions, with the appropriate department head contributing more. Dennis concluded that the team hopes to come up with a phased approach to every search, where every candidate is notified of his or her status in the process at every step.

Employee Recognition Design Team: Patty Fox reported that the team contacted all other community colleges in the state to examine their current practices. The team then developed a statement of core values. Their intent is to improve morale, not just give awards. They recommend purchasing awards through local vendors and inviting retirees back for College events as often as possible.

COMMITTEE REPORTS

International Initiatives Committee: A. Doughtie handed out a written report from Committee Chair Carolyn Pace-West.

Promotion Review Task Force: This report will be presented at the March Senate meeting.

OLD BUSINESS

Revised Bylaws Article 3: W. Perrotti presented the revised wording of Article 3 for the Senate’s approval. Changes were made to produce consistency in language and capitalization. The changes were approved by common consensus.

Revised Senate Committee Charges, Composition, etc: W. Perrotti presented the revised wording of the Committee charges and compositions for the Senate’s approval. M. Radlowski pointed out that the Duration part of each charge is unnecessary and should be eliminated.

Each committee should also be consistent in listing how many voting and non-voting members they consist of. Due to time constraints, examination of this document will be finished in the rollover meeting next week.

NEW BUSINESS

Proposal to eliminate the Committee for Services to Students with Disabilities: Lynn Igoe explained that, at the time this committee was formed, there was no Disability Services office, so the Committee served a vital function on the campus. When Lynn was hired in 1989 for the position of head of this office, she welcomed the Committee for their experience and assistance. Today, concerns are brought directly to Lynn, and the Committee is no longer the best way to deal with issues that arise. K. Hartman also pointed out that Lynn is an ongoing member of the Safety and Security Committee, where she is able to express concerns on behalf of her students. T. Schink moved, and D. Katz seconded, to approve the elimination of this Committee. The motion carried, with none opposed and no abstentions.

ADJOURNMENT

K. Hartman moved, and N. Lawrence seconded, to adjourn. The meeting adjourned by common consensus at 4:30 p.m.

Tuesday, February 12, 2008

Present: F. Armstrong, K. Barefoot, D. Boyce, A. Broski, T. Capraro, A. Doughtie, T. Fournier, S. Frisbee, K. Hartman, D. Hoffman, D. Ianno, D. Katz, M. Kohl, J. Maio, W. Perrotti, R. Pucine, B. Quist, M. Radlowski, S. Senior, C. Lomeo-Smrtic, C. Way, and D. Willner.

Student Senators: N. Lawrence.

Absent/Excused: D. Bogan, C. Domser, S. Getchell, R. Jubenville, B. Judycki, C. Miller, A. Rudwall, T. Schink, S. Selden, A. Smith, R. Spetka, J. Wells-Tsiatsos, J. Zegarelli, and President R. VanWagoner.

Guests: S. Engel, D. McDermott, and N. Rosero.

ADDENDA TO CHAIRPERSON'S REPORT

W. Perrotti reminded the Senators that feedback is welcome on any of the design team reports. He reported that he attended that last Student Congress meeting. Amanda Smith was elected as the new Vice President for Governance, but she will not be a Senator. W. Perrotti stated he would get back to the Senate on student positions on Senate committees. He also reported that he attended the recent Board of Trustees meeting. He suggested that the person who made a presentation to the Board on how the College is perceived by the community should make the same presentation to the Senate. That report will be made available on the College's web site.

OLD BUSINESS

Revised Bylaws Article 3: A further change will need to be made: Vice President for Instruction will need to be changed to Vice President for Learning and Academic Affairs throughout. D. Katz moved, and D. Willner seconded, to approve the revised Bylaws Article 3. The motion carried, with none opposed and no abstentions.

Revised Senate Committee Charges, Compositions, etc.: W. Perrotti proposed that committees should report to the Senate once an academic year or more often if requested. D.

Katz moved, and K. Hartman seconded, to approve. The motion carried, with none opposed and two abstentions. D. Boyce moved, and D. Ianno seconded, to accept the revised charges, compositions, etc., as a whole, including the change just approved. The motion carried, with none opposed and no abstentions.

Chancellor's Award Committee for Student Excellence: W. Perrotti presented this proposed Committee. The Committee will not include students because a student would have to be looking at other students' academic records, which would violate confidentiality. N. Lawrence, however, pointed out that there are currently students on scholarship committees looking at academic records. K. Barefoot stated that FERPA regulations permit this but students must keep the confidentiality of the records. The Senate then agreed to add a one-year term student position, appointed by the President of the College, to the Committee. M. Radlowski moved, and D. Ianno seconded, to accept the proposed committee. The motion carried, with none opposed and on abstentions.

NEW BUSINESS

Replacement for Sue Bice on the Senate Advisory Committee: K. Hartman nominated B. Quist for the position, which was seconded by D. Katz. The motion was approved by common consensus.

Adjunct Award for Teaching Excellence: D. Willner pointed out that the proposed award committee needs a charge and a maximum number of winners each year. He recommended that it go back to the committee for further work. A. Broski and D. Willner volunteered to do this. W. Perrotti pointed out that there needs to be an award for non-teaching part-time employees. A. Broski, K. Barefoot, and F. Armstrong agreed to work on such an award, and to have it ready by the April Senate meeting.

ADJOURNMENT

N. Chrisman moved, and M. Kohl seconded, to adjourn. The meeting adjourned by common consensus at 3:19 p.m.

NEXT MEETINGS

The next College Senate meeting will be Tuesday, March 4, 2008, at 2:30 p.m. in PH 300. If needed, a rollover meeting will be held on Tuesday, March 11, at 2:30 p.m. in PH 300. The next Senate Advisory Committee meeting will be Tuesday, March 11, at 3:00, place TBA, unless a rollover meeting is needed.

Respectfully submitted,

Krista Hartman
Senator and Recording Secretary