

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, October 6, 2009, PH 300

Present: T. Barber, D. Bogan, D. Boyce, A. Broski, K. Capuana, N. Chrisman, J. DeWeerth, D. Elseth, S. Frisbee, K. Hartman, D. Horton, D. Katz, J. Maio, D. McDermott, C. Miller, R. Musante, J. Palmer, M. Parry, B. Quist, M. Radlowski, M. Reilly, T. Schink, E. Searles, J. Smrtic, R. Spetka, R. Thomas, C. Way, D. Willner, J. Yager, and R. VanWagoner.

Students: S. Garee and M. Vogt.

Excused/absent: S. Getchell, D. Hoffman, D. Ianno, Y. Joseph, B. Judycki, R. Pucine, S. Selden, S. Senior, D. Skibitski, C. Svoboda, and J. Zegarelli.

Guests: S. Benedetto, J. Boulanger, J. Bullis, R. Cantor, T. Capraro, T. Carbone, J. Dewan, D. DiGiorgio, A. Doughtie, M. Eannace, R. Jubenville, L. Kahler, D. Kelly, L. Nielsen, W. Perrotti, C. Pritchard, N. Rosero, S. Smith, M. Snyder, and S. Zohne.

CALL TO ORDER

The meeting was called to order at 2:40 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

T. Barber moved, and D. Willner seconded, to approve the minutes of the September 1, 2009, meeting. The motion was approved by common consensus.

CHAIRPERSON'S REPORT

Chairperson Katz welcomed two new Senators as replacements for Senators who cannot make the Senate meetings for the fall semester: B. Musante for S. Selden and D. Thomas for S. Getchell. He has still not found a semester replacement for C. Svoboda. He also announced that the third Student Senator will be Ylande Joseph. He attended the Board of Trustees meeting, at which he learned that the college is up 69 sections this semester over Fall 2008. D. Katz also announced that he had reported the parking issue to the President's Cabinet, and that he worked with President VanWagoner to fill committee appointments. He is preparing to meet with Committee Chairs to charge them with revising their charters in light of the realignment. As a point of information, he announced that if you are in a smart classroom and don't need to be, or aren't in a smart classroom and would like to be, contact Vince Roach. As another point of information, he asked that Senators who cannot attend a meeting to email the Chairperson and cc K. Hartman. He also announced that anyone who would like to learn how to update the College's web site contact Matt Snyder.

STUDENT CONGRESS REPORT

M. Vogt reported that 3/4ths of the Senate Committees are filled with students, and she hopes to have the rest filled soon. She also announced that, in an effort to unite both campuses and online students, the Student Congress is now on Blackboard.

PRESIDENT'S REPORT

President VanWagoner reported that of the 86 living Emeriti, 30 attended the recent Emeriti breakfast.

Years of service and employee recognition awards will begin October 15. Concerning parking, security says that staff members who are parking in visitor's spots are not registering their cars so that they appear to be visitors. He reminded everyone that soon they will receive the call for the United Way campaign.

FCCC REPORT

E. Searles stated that she is just getting acquainted with her new position as FCCC representative, and has just joined the listserv. R. Jubenville will attend the upcoming plenary session in her place.

VICE PRESIDENT'S REPORT

Vice President M. Eannace reported that they raised the caps on classes to fit in all the extra students brought about by the increased enrollment this semester. Currently we are at 78.6% capacity.

The college employs 189 adjuncts this year as opposed to 141 last fall. The college will be hiring throughout the course of the year 20 new full-time tenure track faculty and 6 new term appointments. The meeting on the realignment on October 5 was attended by 66 people. The next meeting will be Thursday, October 15, at 2:00 in IT 225.

SPECIAL REPORTS

Hawk Beat: M. Snyder announced the addition of "Hawk Beat" as part of MVCC Today. It will consist of a list of links to TV and newspaper stories and blog posts of interest to faculty and staff about the college or a college employee or about an issue of concern. He also announced the creation of a faculty/staff news program.

Hawks Who Soar: J. Bullis announced the creation of a new employee recognition program that will complement other award programs on campus. Each fall and spring semester will conclude with an after-work party at which retirees will be recognized. Several awards will be presented every semester. These rewards will be reviewed by the Awards Committee and the Cabinet, and will be presented at the next scheduled Senate and Board of Trustee meetings. "Heart of the Hawk" will be a tri-annual (Oct./Jan./April) award for full-time teaching faculty. "Pride of the Hawk" will go to full-time non-teaching professionals and staff. "Wings of the Hawk" will recognize an office or department which has demonstrated exceptional teamwork. The first recipient will be selected by the Cabinet. It will be a biannual award (Nov./May). The "Aeries Award" will be given annually in April to an outstanding employee who donates time and effort to benefit the local community. The recipient will choose a charity to which the college will give \$1000. The winner will be announced at the spring celebration. There will also be a tri-annual luncheon (Nov./Feb./May) for interested employees. At the spring celebration year-end prizes will be given to one of the year's three "Heart of the Hawk" recipients (\$1000) and one of the year's three "Pride of the Hawk" recipients. Plans are in the works for adjunct prizes as well. To nominate someone for a prize, use the online form or forms in the library and in the President's office.

OLD BUSINESS

Task Force on Senate Realignment update: D. Katz reported that the task force has had 2 meetings and has another one scheduled.

Task Force on Chairperson's List: K. Hartman reported that the task force met and formed a one-page document which will be presented to the Senate for approval at the next meeting.

NEW BUSINESS

Secretarial support: Concerns have been expressed about the lack of secretarial support in the individual assistant deans' offices. D. Thomas felt that secretaries should be in the centers and not isolated on the first

floor of Payne Hall. M. Eannace replied that the purpose of the reorganization was not to create centers but to get people to talk across disciplines and to do things uniformly across disciplines. She also said that placing secretaries on the first floor of PH was done so that faculty from the third floor could get to know the people on the first floor and what they do, and thereby create new connections. R. Spetka pointed out that student files, which are confidential, are sometimes left alone in the current arrangement. M. Eannace replied that secure rooms are being sought for records. B. Quist stated that the assistant dean's offices need a welcoming person to deal with students; without someone the impression given is that the office is not student-friendly. In addition, the secretary's office was where faculty and staff congregated to get coffee, supplies, and mail, and that added to collegiality. T. Schink stated that, from what he was hearing, the overall feeling that many employees have is that "MVCC used to be a fun place to work, but now it's just a place to work." M. Eannace replied that there are creative ways to deal with the front line interface with students. However, S. Benedetto stated that students need to see someone at the desk in the various offices 5 days a week, 12 months a year. J. Bullis pointed out that what cannot be immediately remedied may be remedied through the Master Plan. J. Palmer moved, and R. Spetka seconded, to table the discussion. The motion was approved, with one opposed and no abstentions.

Academic Policies Committee: M. Radlowski stated that MVCC is the only SUNY college that uses N's and Q's in its grading system. N means never attended at all and Q means attended at least once but is not expected to return (i.e., quit). SUNY has now changed its reporting requirements so that N's and Q's cannot be used. The Academic Policies Committee voted to drop N's and Q's and change it to F. All students will be prompted to officially withdraw and warned that they will receive an F if they do not comply. Students will be notified by allstudents email, via the web site, and by snail mail at mid-term. Emails will also be sent to faculty. In addition, a notice of the need to withdraw if one can't attend should be placed in each course syllabus. T. Capraro replied that he preferred an administrative W to an F. M. Radlowski stated that W is considered a student-initiated action, and that to SUNY W means they stopped attending on or after the census date. Those receiving an F will be able to appeal the grade within one year of receiving it. R. Spetka moved to accept the policy recommendation, and S. Frisbee seconded. The motion carried, with 5 opposed and one abstention.

The remaining two items under New Business on the agenda were tabled until the next meeting.

ADJOURNMENT

K. Capuana moved, and A. Broski seconded, to adjourn. The meeting adjourned by common consensus at 4:30 p.m.

NEXT MEETINGS

The next Senate meeting will be Tuesday, **November 3, at 2:30 p.m. in IT 225.**

The next Senate Advisory Committee meeting will be Monday, November 23, at 3:00 p.m. in PH 304.

Respectfully submitted,

Krista Hartman
Senator and Recording Secretary