

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, September 7, 2010, PH 300

Present: T. Barber, K. Capuana, L. Charbonneau, N. Chrisman, S. Cummings, S. Dar, J. DeWeerth, D. Elseth, S. Frisbee, E. Hantsch, D. Horton, D. Hydellund, P. Katchmar, D. Katz, D. McDermott, C. Miller, M. Parry, R. Pucine, B. Quist, M. Radlowski, J. Roberts, G. Searles, D. Skibitski, J. Smrtic, R. Spetka, R. Thomas, C. Way, J. Wilcox, J. Yager, W. Zogby, and President R. VanWagoner.

Students: D. Nekritz

Absent/Excused: D. Boyce, M. Chauvin, A. Light, M. McHarris, J. Palmer, C. Plescia, M. Sorrentino, and M. Vogt.

Guests: J. Bullis, T. Carbone, D. DiGiorgio, A. Doughtie, M. Eannace, K. Evans-Dame, R. Feola, P. Fox, K. Hartman, L. Kahler, M. Pearson, N. Rosero, and M. Snyder.

CALL TO ORDER

The meeting was called to order at 2:35 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

T. Barber moved, and N. Chrisman seconded, to approve the minutes of the May 18, 2010, Senate meeting. The motion carried by common consensus.

CHAIRPERSON'S REPORT

D. Katz began by asking for a moment of silence in honor of the late Professor Sam Drogo.

He then announced his intention of convening a meeting of the chairs of all the Senate committees to review procedures, to insure uniformity of their work and in how they conduct themselves. He announced that the Senate committee reports for the 2009-2010 academic year are still coming in, and will be placed in a Senate public folder after review by the Senate Advisory Committee for the Senators to view at their leisure. Any reports with recommendations for Senate action will be brought before the Senate. Some discussion ensued about the role of the Senate, it being felt by some Senators that in the past few years the Senate has been a body that has been more talked/reported to than one which has initiated action.

STUDENT CONGRESS REPORT

D. Nekritz reported that the new budget for the Student Congress is in place. M. Vogt, the SC President, is having trouble finding students to fill the openings on the Senate committees. Their proposed smoking policy, which was brought before the Board of Trustees, was passed. The appropriate signage has been posted.

PRESIDENT'S REPORT

President VanWagoner stated that he hoped to have the architects present the master plan at the October meeting of the Board of Trustees for their approval. He also announced that the college's

strategic plan will be revised over the next year, and that the major gifts campaign is going well. Finally, he thanked everyone for their efforts during the first two weeks of school.

VICE PRESIDENT'S REPORT

VP R. Feola reported that over the summer damaged walkways in the quad were repaired and the administrator's parking lot was repaved. The athletic center should be enclosed by late fall so that work on the interior can proceed over the winter. In January the pool will be shut down for renovation. The restrooms in the Academic Building are also getting a "facelift". A capital project to replace the roof on the Plumley building has been submitted to the county; we will know their decision some time in December or January. A housing feasibility study is being conducted for the dorms. In response to a query from B. Quist, R. Feola stated that the water fountains in the Academic Building aren't working because they're being fixed/renovated.

R. Thomas expressed concern that the library continues to lose space for students to study and for materials. L. Charbonneau responded that "it's not about quantity but quality of the collection," but she agreed that at present the space for the students is inadequate. She stated that there are plans to create study rooms in the library.

D. Nekritz reported that students are complaining that the construction of the field house is disruptive, and asked for something he could tell students that would make them excited about it. R. Feola outlined the uses that the field house would have, though he admitted it would not be large enough to hold graduation in.

C. Miller reported that students are asking about the status of sustainability on campus, and felt we might need more recycle receptacles. D. Horton stated that he knew of two computer labs that do not have recycle bins. B. Quist asked that the Sustainability Committee be asked to look into this. B. Quist enquired where the money goes from turning in the recyclables, and was told that it goes to the solid waste fund. It was also announced that at the October Institute there will be a workshop on recycling and sustainability. P. Katchmar reported that IT has explored putting print quotas on students, but this was looked on as a barrier to student success. D. Horton felt that the Senate needs a list of actions with a timetable from the Sustainability Committee. D. Katz would investigate who is on the committee and who is the chair, and make such a request.

FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT

B. Quist reported that the FCCC has not done much yet but will be getting the new SUNY Strategic Plan up and running.

NEW BUSINESS

Curriculum Committee: S. Frisbee, chair, presented a proposal to add a new ongoing, non-voting member, the Director of Student Records/Registrar or designee, to the Curriculum Committee, in order to facilitate communication of new curricula or changes to curricula to the students. T. Barber seconded the motion. The motion carried, with none opposed and one abstention.

Parking problem in the first week of classes: Due to lack of parking in the first week of classes, some students were parking along Sherman Drive in the area designated by signage as no parking, and were therefore ticketed by Utica police. It was felt that the college has a responsibility to provide parking. C. Miller requested that perhaps, for that first week, an arrangement can be made with the Utica Police Department. R. Feola said that the UPD had not yet been approached. J. Bullis stated that some of the

grass areas on campus have in the past been used for temporary parking, but now some of that area is under construction. A suggestion was made for an arrangement with Proctor high school for temporary parking in their lot with a shuttle bus to the MVCC campus. Another suggestion was made to create a parking garage. S. Cummings asked if the old temporary classrooms could be disposed of to create more parking spaces. R. Feola replied that those classrooms are currently housing hazardous materials that need to be disposed of before the classrooms can be disposed of. J. Bullis stated that the master plan calls for 100 extra parking spaces, but that does not solve the immediate problem. W. Zogby asked if any study had been done to determine the length of time that extra parking space would be needed, and the answer was no. J. DeWeerth moved, and S. Frisbee seconded, that the administration be asked to create a task force that anyone in the Senate can volunteer to work on, that will involve students, and that will generate a workable solution before the January semester starts. The motion carried, with one opposed and no abstentions. B. Quist felt that the Senate chair should form the committee, not the administration. D. Horton suggested that the registrar may have information on attrition that would be useful for this task force.

Allusers email: M. Snyder reported that the allusers email has been abused or not used well in the past. This issue has been addressed in an IT policy which has been sent to the Board for their approval. It defines the proper use of and purpose of allusers: to support the governance of the entire population, to contact everyone in case of an emergency, and to send out campus-wide announcements of broad interest to the community. The policy limits who has permission to use allusers and provides a process for people without permission to send an allusers message out. It was felt that the directors should have allusers permission and should make judgments on what is appropriate to send out using that function. It was noted that, in addition, "reply to all" has also been abused. R. Thomas moved, and G. Searles seconded, to continue to the use of allusers email as it exists but get rid of the "reply to all" function. After further discussion, T. Barber called the question. The motion carried, with 11 in favor, 10 opposed, and 6 abstentions.

Confidentiality and timely notification in the hiring process: It was noted that in the past information about who has been hired for a position has been leaked out before official notification had been sent out. K. Capuana commented that people assume things without knowing the facts, and that's how rumors are started. J. Bullis felt that the hiring process should be approached with the utmost professionalism, as it tells people applying for jobs at MVCC who we are. S. Frisbee stated that there should be timely notification of both the people who get the job and the people who don't. K. Evans-Dame replied that Human Resources has a new software program that will speed up that process tremendously, but with all the new hires processed this summer, HR has not had time to implement it. It will be implemented this fall semester.

Professional standards in communication: It was brought to the attention of a Senator that there is a lack of civility and courtesy in answering the telephone and timely response to emails and voice mails. C. Miller felt that this is an issue the supervisors need to address. K. Evans-Dame replied that supervisors need to know how to instruct their staff in holding the standard, and that it is probably only a small percentage that are acting unprofessionally. J. Bullis added that proper behavior needs to be demonstrated from the top. It was decided, due to the lateness of the hour, to leave this matter on the table to address if needed at a later date.

ADJOURNMENT

K. Capuana moved, and D. McDermott seconded, to adjourn. The meeting was adjourned by common consensus at 4:32 p.m.

NEXT MEETINGS

The next meeting of the College Senate will be **Tuesday, October 5th**, at **2:30 p.m.** in **PH 300**.

The next Senate Advisory Committee meeting will be Tuesday, September 28th at 3:30 p.m. in PH 391.

Respectfully submitted,

Krista Hartman
Recording Secretary