

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, October 5, 2010, AC 116

Present: T. Barber, D. Boyce, K. Capuana, L. Charbonneau, M. Chauvin, N. Chrisman, S. Cummings, S. Dar, D. Elseth, S. Frisbee, E. Hantsch, D. Horton, D. Hydellund, P. Katchmar, D. Katz, A. Light, D. McDermott, M. McHarris, J. Palmer, M. Parry, C. Plescia, R. Pucine, B. Quist, M. Radlowski, G. Searles, J. Smrtic, M. Sorrentino, R. Spetka, R. Thomas, C. Way, J. Wilcox, J. Yager, W. Zogby, and President R. Van Wagoner.

Students: M. Vogt.

Absent/Excused: J. DeWeerth, E. Griffith, C. Miller, D. Nekritz, D. Skibitski, and J. Roberts.

Guests: J. Bullis, R. Cantor, T. Carbone, A. Doughtie, M. Eannace, K. Evans-Dame, R. Feola, N. Gerzonich, K. Hartman, R. Haubert, D. Kelly, N. Rosero, E. Searles, M. Snyder, D. Willner, and the family of Terry Kohl.

CALL TO ORDER

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

PRESENTATION OF AWARDS

President VanWagoner presented the Heart of the Hawk Award posthumously to Sam Drogo, who had been with the college since 1974. D. Kelly accepted the award on his behalf. President VanWagoner then presented the Pride of the Hawk Award posthumously to Terry Kohl, who joined MVCC in 2000 and was the first responder when Sam Drogo was stricken. His family accepted the award on his behalf. Both names will be added to the plaques in Payne Hall.

APPROVAL OF MINUTES OF PREVIOUS MEETING

R. Spetka moved, and M. Parry seconded, to accept the minutes. The motion carried by common consensus.

CHAIRPERSON'S REPORT

D. Katz reported that he spoke with Mike McHarris, Chair of the Sustainability Committee, about some of the suggestions put forth at the previous Senate meeting. Mike replied that he would send out the "sustainability statement" to everyone, put more recycle containers out in better locations, and put up a list of the committee members on the new web site.

D. Katz announced that Bob Musante had resigned as Chair of the Academic Policies and Standards Committee, and that Cheryl Plescia has been appointed to replace him.

D. Katz met with the cabinet and discussed the formation of the Ad hoc Parking Committee, which consists of Mary Jane Parry (Chair), Christine Miller, Joe Palmer, John Bullis, Maggie Reilly, Dan Ianno, and George Zook, and will meet on the 21st. They also discussed best practices in professional communication, which is being handled currently by Human Resources.

D. Katz attended the Board of Trustees meeting and for the first time reported on Senate happenings there. He received a warm, enthusiastic reception from the Trustees, who wanted a list of Senators and Senate committees. D. Katz reported that the Board passed the Senate recommendation for allusers, as well as the IT policy and the posthumous Emeritus status for Sam Drogo.

D. Katz met with the Senate Committee Chairs on September 29 to produced best practices, ensure uniformity, give them support, and tighten up the relationship between the committees and the Senate.

Finally, D. Katz explained that, during the discussion of allusers email, during the September 7, 2010, Senate meeting, T. Barber called the question, but that proper procedure, according to *Robert's Rules of Order*, 10th edition, was not followed. Proper procedure requires that, after the question is called, someone must second the call, and then it must be voted on. If two-thirds or more of the Senators present agree to call the vote, then discussion ceases and a vote on the issue is taken.

STUDENT CONGRESS REPORT

M. Vogt reported that fundraising efforts are occurring for the Breast Cancer Walk, and there is talk of a fundraiser for the flood in Pakistan. They are also discussing possibilities for memorials to Sam Drogo. October 18-22 is Alcohol Awareness week, when many events will be occurring. M. Vogt also commented that she is having difficulty filling positions in Senate committees because students say that they have no time and are unwilling to serve unless they are paid.

VICE PRESIDENT'S REPORT

M. Eannace reported that there is a 7% increase in enrollment per FTE, with an 85% overall fill rate for classes. Current projects being addressed include scheduling and the parking problem. They are in the process of deconstructing last spring's schedule and reconstructing it to try to alleviate the parking problem. Possible solutions include off-site classrooms and later start dates. The student opinion and climate survey results are being worked on. M. Eannace was pleased to say that every design team included at least one Senator, and extended her thanks to them. She also thanked the screening committees for their work over the summer, and announced that a new round of hiring has begun.

FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT

B. Quist will be going to the fall plenary meeting. She announced the formation of a SUNY-wide shared governance transformation team, and would take the names of anyone interested in serving on this body. D. Katz added that this team has been designed to create a more active voice for community colleges to present to SUNY.

NEW BUSINESS

Sam Drogo AP lab dedication proposal: D. McDermott proposed that the AP lab be dedicated to Sam Drogo. R. Thomas moved, and T. Barber seconded, the proposal. P. Katchmar asked if there was consensus among the anatomy and physiology faculty. The answer was affirmative. After discussion, T. Barber called the question, and D. McDermott seconded. A vote was taken to call the question; all were in favor, with none opposed and no abstentions. The proposal to dedicate the AP lab to Sam Drogo passed, with none opposed and no abstentions.

Emergency phones' lack of signage: During the emergency with Sam Drogo, it was noticed that the emergency phones in the classrooms have no signage or directions posted by them. Question was raised as to whether 911 could be dialed from those phones; the answer was affirmative, either 9911 or 911 could be dialed. P. Katchmar enquired about the signs listing 911, 9911, and 5711 which he thought

had been posted by all phones some time ago. C. Way replied that security stopped the posting of the signs because they do not want anyone calling 911 directly; all emergency calls should go through security. P. Katchmar said he would contact the Crisis Committee to clarify the language on the signs and see that they are posted.

College Facilities Committee report: D. Kelly reported that more comfortable furniture has been installed in AB 157, 159, 141, 145, and 148 and in Rome in Plumley 205 and 215. They are developing a short survey for faculty and students concerning their reactions to the new furniture. The survey should be out soon.

Board of Trustees policies: Naming Policy: This policy has already gone to the Board, as it was necessary to expedite it in May because the college was planning to solicit donations soon. J. Smrtic asked what the previous policy had been; however, P. Fox was not present to answer the question. G. Searles felt that the document contradicts itself in places, and that the language needed to be cleaned up. J. Bullis stated that the policy is based on state regulations. It was pointed out that gifts for naming can be monetary or in the form of service. J. Bullis proposed that, in section B., number 2, the first word "All" be changed to "Funded". R. Thomas moved, and S. Frisbee seconded, to make this change. The motion carried, with 32 in favor, none opposed, and one abstention.

Board of Trustees policies: Employment of Close Relatives Policy: R. Thomas felt that this policy could create a situation in which we might be shutting ourselves out from hiring good people. He felt a simpler statement about avoiding nepotism, would be better. B. Quist pointed out that the last sentence of the first paragraph implied a code of ethics which we don't have in place yet, and should be reworded. It was pointed out that sometimes the college has to hire from a list, and the name on the list may be a relative; therefore hiring a relative may not be avoidable legally. P. Katchmar pointed out that if this policy as it is written now were in place, then during the application process we would have to ask people if they were related to anyone on campus, and that is illegal. D. Katz will take this policy back to the Board for further consideration and work.

Board of Trustees policies: IT Procedures and Policy: D. Katz stated that these have been passed as Board policy, and are currently in the public folders under Information Technology if anyone needs to see them again. He suggested that the Senators ask their constituencies to examine the policy for any further comments.

Design Team Reports: Scheduling System Design Team: R. Thomas felt that student needs are being placed above faculty needs in this report. D. Boyce felt that the students should be consulted as the times when they can best take classes. G. Searles stated that courses should comprise 15 weeks no matter when they start. D. Kelly stated that we need a better way for students to search for classes that will fit into their schedule, and that the system needs to be more user-friendly with regards to codes. A need for a cohort program to accommodate displaced workers who lost jobs in mid-semester was also suggested. R. Thomas suggested block scheduling, which MVCC used to do. D. Katz suggested that any further concerns on this issue be sent to the Chair, Jen DeWeerth, or to Don Kelly. D. Horton asked if there was a student on the Design Team, and the answer was negative. M. Vogt volunteered to be a part of the team.

Design Team Reports: Degree Audits Design Team: A search is ongoing presently for a Transfer Credit person, who will be informed by the procedures and recommendations of this design team. R. Spetka stated that all forms are currently being put online. K. Capuana pointed out that some students change

their majors multiple times, which is a lot of work for staff each time and for which the student is not charged. R. Pucic stated that software called Degree Works, which is meant to work with Banner, will be brought in soon, which will give students a preview of what will happen if they change their majors, and will help them make better decisions. Question was raised as to whether a limit should be placed on the number of times a major can be changed. P. Katchmar pointed out that changing their major does not extend their financial aid, and if they change too many times, they may run out of aid. D. Katz suggested that any further comments or questions be addressed to R. Spetka, Design Team Chair.

Design Team Reports: Learning Communities Design Team, Program Development Design Team, and Virtual Campus Design Team: Due to the lateness of the hour, these reports were tabled until the next Senate meeting.

Textbook Cost Controls: Due to the lateness of the hour, this issue was tabled until the next Senate meeting.

ADJOURNMENT

W. Zogby moved, and D. Elseth seconded, to adjourn. The meeting was adjourned by common consensus at 4:30 p.m.

NEXT MEETING(S)

The next College Senate meeting will be Tuesday, November 2nd, 2010, at 2:30 p.m. in PH 300.

The next Senate Advisory Committee meeting will be Tuesday, October 26th, at 3:30 p.m. in PH 304.

Respectfully submitted,

Krista Hartman
Recording Secretary