

**MOHAWK VALLEY COMMUNITY COLLEGE**  
**Utica and Rome, New York**

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, February 7, 2012, IT 225**

College Senate web page: <http://www.mvcc.edu/senate/senate-home>

**Present:** L. Charbonneau, N. Chrisman, S. Cummings, J. DeWeerth, D. Elseth, S. Frisbee, L. Flynt, D. Horton, D. Hylde Lund, P. Katchmar, L. Kattato, D. Katz, D. Kelly, R. Labuz, A. Light, J. Livadas, D. McDermott, M. McHarris, G. Melendez, J. Mihevc, B. Molinaro, M. Parry, M. Radlowski, J. Smrtic, M. Sorrentino, R. Spetka, C. Way, J. Wilcox, J. Woodrow, J. Yager, and President R. VanWagoner.

**Student Senators:** J. Coleman and J. Constantine.

**Absent/Excused:** S. Dar, J. Dewan, E. Hantsch, R. Pucine, G. Searles, and W. Zogby.

**Guests:** J. Bullis, K. Dean, A. Doughtie, S. Engel, K. Evans-Dame, F. Feola, D. Harter, K. Hartman, R. Haubert, L. Kahler, W. Perrotti, S. Reynolds, S. Smith, M. Snyder, T. Walters, and D. Willner.

**CALL TO ORDER**

The meeting was called to order at 2:30 p.m.

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

M. Parry moved, and J. Wilcox seconded, to accept the minutes of the December 6, 2011, meeting. The motion carried with none opposed and no abstentions.

**CHAIRPERSON'S REPORT**

D. Katz reported on the main actions during the December Senate meeting to the President on January 26<sup>th</sup> and to the Board of Trustees on January 23<sup>rd</sup>. He attended the President's forum on the budget, where attendees brainstormed from a perspective of abundance on approaching our sizable 1.75 million dollar deficit. He worked with Student Congress President John Coleman to staff the Excellence Award committees with student representatives as they seek nominations and begin their work. He also worked with the Senate Advisory Council to move the Wellness Committee forward and to bring a proposal to the Senators on the Senate's relationship to its committees.

**STUDENT CONGRESS REPORT**

J. Coleman announced that Richard Marko would be the new student trustee for the semester, and that Chris Sleys will be the new student representative to the Senate, replacing Derek Nekritz. He has been working to find students to fill Senate committees but still have some to fill. The Civility Club will be holding a civility forum on March 9<sup>th</sup> from 2:00 to 6:00 p.m., which will carry DGV credit. Club Day was cancelled due to lack of participation and organization.

**PRESIDENT'S REPORT**

President VanWagoner presented the Heart of the Hawk Award to Scot Connor and the Pride of the Hawk Award to Terry Walters and Karen Dean. He thanked everyone—some 90 people—who attended the budget conversations. The governor did not cut the community college budget, but our enrollment is down .05%. The Board is two sections away from completing its policy updates, after which they will begin review of procedures. It was determined that the design team charter template needed another step added: to take recommendations to all affected areas for feedback.

## **VICE PRESIDENT'S REPORT**

Vice President Eannace was unable to attend, so Vice President S. Reynolds read VP Eannace's report to the Senate. See the report appended at the end of these minutes.

## **FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT**

R. Labuz commented on the results of some of the surveys given by the FCCC. One survey asked if any colleges allow faculty to evaluate the President (none did). Another survey revealed that, at a majority of community colleges, librarians have academic rank. The results of another survey revealed that MVCC is one of only two community colleges offering remedial science (we offer 24 sections of remedial chemistry; the other two colleges offer two each). R. Labuz also stated that program review guidelines are being developed by the FCCC for community colleges.

R. Labuz presented an FCCC resolution supporting "a rational state aid and tuition plan" for Senate endorsement. He explained what the proposal means, and stated that it has already been endorsed by eleven community colleges and is on the agenda at five more. R. Labuz moved to endorse the resolution; B. Molinaro seconded. D. Katz added that community college Boards are also endorsing this, as state aid has decreased dramatically in the past two years. J. Smrtic asked if the four-year SUNY colleges have been cut as much as community colleges have. The answer was yes, perhaps more. W. Perrotti suggested that the professional organizations that faculty and staff belong to should also support this. A vote was taken, with 31 in favor, none opposed, and no abstentions.

## **OLD BUSINESS**

Emeritus status: W. Perrotti stated that the current Board of Trustees policy on emeritus status places the bar too high, so that deserving retirees may be denied emeritus status. He presented a proposal to change the Board's policy. P. Katchmar suggested removing ranks from #2 in order to include classified staff. C. Way reported that, to her knowledge, only one classified staff person has ever received emeritus status, back in the mid-1990s. D. Willner suggested that, because the Board of Trustees has different expectations from those of the faculty, there should be two awards: one for emeritus status, and one for the Hall of Fame. The Board of Trustees' current policy fits a Hall of Fame award. Emeritus status should be automatic. J. Smrtic asked about the status of the Hall of Fame. D. Hyldelund replied that the last inductee was in 2006, and that he is currently on the Alumni Board of Trustees, where this issue has been on the agenda. W. Perrotti proposed endorsing the idea of automatic emeritus status plus the Hall of Fame award, and passing it to the Employee Recognition Council. J. Woodrow moved, and M. Sorrentino seconded, to accept the proposal. D. Elseth added that the Employee Recognition Council should keep the spirit of all-inclusiveness. The motion carried, with 30 in favor, one opposed, and no abstentions.

Campus clocks: M. McHarris reported that he, P. Katchmar, and Joyce Palmer are reviewing the legalities of setting up the kind of system previously discussed, and have identified a system they are interested in purchasing.

Wellness Committee charter: D. Katz announced that the Senate Advisory Committee decided that the Wellness Design Team should construct the charter rather than the SAC. After brainstorming who should be on the committee, D. Katz contacted Pam Fess and Kristen Bowers, asking them to reconvene their committee in order to create the charter.

Smoking policy: D. Kelly, representing the Safety and Security Committee, reported that the committee is currently trying to determine where the smoking shelters/areas should be located. D. Katz asked if the cost of these shelters has been determined yet. J. Bullis replied that, for three on the Utica campus and two on

the Rome campus, it would cost \$13,000 to \$14,000 for commercially available shelters. D. Katz asked if something temporary could be set up until permanent ones were provided. D. Kelly stated that no smoking must be rigidly enforced in the “illegal” areas; however, signs have been put where people tend to smoke.

### **NEW BUSINESS**

Senate’s relationship to its committees: D. Katz explained the proposal to change how often committees report to the Senate, based on the type of work they do. Award committees and personnel committees need only report annually, whereas standing committees should report at least once a semester at a meeting of the Senate and not simply in a written report. S. Frisbee lent his support for this proposal, stating that, as chair of the Curriculum Committee, it would be good for recommendations for Senate action/consideration/support to be dealt with immediately rather than once a year. President VanWagoner asked if these committee representatives would be Senators. D. Katz replied that they would be Senate guests. R. Labuz stated that all nine of the standing committees would not have to report every month; they could, instead, report on a rotating basis. D. Elseth pointed out that any committee can bring something to the Senate at any time anyway. D. Katz responded that, while that is true, most do not take advantage of it. J. DeWeerth felt that it would help prevent the problem of the fear of bringing something to the Senate only when it is in perfect form. A. Doughtie added that some committees do the same routine work, and it would be good for Senators to know what that is. It was suggested that the proposal be amended to say “Reports each semester” rather than “Monthly reports”. J. DeWeerth moved, and R. Labuz seconded, to accept the new reporting proposal. The motion carried, with none opposed and no abstentions.

Service Learning Design Team report: R. Labuz described what service learning is (a short-term community service as opposed to a longer-termed internship). He stated that MVCC currently has students do community service projects, but they do not reflect on their experience and bring it back to the classroom to share what they have learned. There needs to be a survey to find out what the college is already doing in the community, and a community survey to find out what unmet needs there are. Faculty need to be taught how to do service learning well. MVCC currently has a Student Development Record (SDR), which is a record of all the things a student has done on campus and prints out with a student’s transcript, but there is no process for adding information to the SDR. S. Cummings added that the term SDR will be changing to Co-Curricular Transcript (CCT), and will include DGV experiences. The design team recommended that faculty be encouraged to use service learning in their classes if they can. Service learning could be done through a club or a class, and could be done instead of a paper; make it an option for the student. J. Livadas suggested integrating service learning into the curriculum rather than making it another layer, so that it will be more natural and not seem forced. President VanWagoner suggested leaving out any reference to volunteering, because service learning is not the same thing. R. Labuz thanked the Senate for its feedback.

Senators who wish to learn more about service learning can find books, ebooks, articles, and web sites at the Libraries’ Education (College) LibGuide: <http://mvcc.libguides.com/aecontent.php?pid=63219&sid=2491234>

### **OTHER BUSINESS**

M. McHarris introduced Dan Harter as the new Assistant Director of Facilities and Operations.

Matt Snyder stated that he has been working to populate the pages on the College web site with links to page webmasters. There is also now a master list of content uploaders.

### **ADJOURNMENT**

R. Spetka moved, and M. McHarris seconded, to adjourn. The meeting was adjourned at 4:17 p.m. by common consensus.

## **NEXT MEETINGS**

The next meeting of the College Senate will be **Tuesday, March 6, 2012, at 2:30 p.m. in IT 225.**

The next meeting of the Senate Advisory Committee will be Monday, March 26<sup>th</sup>, at 3:00 in PH 391.

Respectfully submitted,

Krista Hartman  
Recording Secretary

## **APPENDIX: Vice President Eannace's report:**

### ***Learning and Academic Affairs Unit Update***

#### ***February 2012***

Dear Colleagues,

The first weeks of the Spring semester have been full of conversations as we work together to find best ways of moving forward in challenging times. Centers are taking up the task of defining what roles and responsibilities might be assigned to discipline-related positions, while the entire college community has been engaged in budget talks with the President. Twenty-seven people from the Academic Unit have volunteered to take on the unpacking of themes and ideas from the survey and about 2/3 of them have already met to begin that work. I want to thank the many folks who found time in their schedules to attend one of the three chats that were held this week and the many others who brought forward important concerns and ideas in one-on-one conversations. And, of course, over 200 of us met at the All-Academic Unit meeting in January in the new field house. Thank you all for your engagement!

***We are National Award Winners!*** We have received notice from the National Council of Instructional Administrators that Mohawk Valley Community College is one of two first-place winners of the Exemplary Initiatives Award for 2012! We forwarded details of our commitment to diversity and global view—with our DGV graduation requirement, our support of that requirement with a robust and exciting Cultural Events calendar and our newest program of “Faces of the Mohawk Valley” which seeks to reflect the rich and diverse ethnic and cultural community in which we live by way of photographs and brief narratives featured on the walls of our two campuses. We will be receiving our award in April at the International Conference on College Teaching and Learning.

***Enrollment and Next Steps*** Our Spring 2012 enrollment is lower than our Spring 2011 numbers—which fact offers us a challenge and opportunities. Our first and most present task is to continue to encourage our current students to commit to complete their education. As you remember, PTK is leading the initiative of engaging all students to ‘take the pledge’ to complete, and each of us can support, motivate and educate our students on the ways and means to fulfill that commitment. Meanwhile, we are building a robust and innovative summer schedule to improve our annual enrollment. Jim Lynch, Director of Educational Technology, is working with his team and with the Dean Team to plan new directions in online and hybrid learning for a launch this summer. If you have ideas on what can make our summer offerings attractive to a wider audience, please share your thoughts with your Dean.

**Major Mountains Moved in Procedures!** Cathy Glod, Rosemary Spetka, Mike Henningsen, Dan Ianno, Vince Roach, Jim Maio, Jeff Kimball, Paul Katchmar, Jason Yager and Oleg Donchuk have teamed up to move mountains in process areas. Last week, a new procedure for evaluating transcripts was implemented. From now on each student's *transcript* will only be handled once; all transferable credit will be applied to the student's record when the transcript is received. In addition, each *course* will only be evaluated one time—and that evaluation will be done by the expert in the discipline. The new process will enable us to continuously build an accurate and efficient database of courses that can be transferred to MVCC-- automatically. The same team is also transforming the entire Change of Major process to one that will be more responsive, paperless, and driven by an OnBase Workflow currently under construction. This should be in effective within the next few months. The benefits to our students from these two changes will be enormous! Many thanks to all who help us move forward!

**WSU's Math Corp Guru Comes to MVCC!** On February 27<sup>th</sup>, we will be hosting Wayne State University's Steve Kahn, a master of math education, for a day-long workshop. For a sample of some of the work Professor Kahn has done with inner-city youth from Detroit, take a look at this video [http://www.snagfilms.com/films/title/it\\_all\\_adds\\_up\\_math\\_corps](http://www.snagfilms.com/films/title/it_all_adds_up_math_corps). [To open, use Ctrl-click] If you have trouble viewing, stop by my office to borrow the DVD. More details will be available soon.

**Building Our College Community...** Academic Affairs and Student Affairs are working together closely to construct a plan for International Education. We expect to have a proposal ready by March to share with the college community. Meanwhile, a team from both areas is attending a First Year Experience Conference (at which Jim Maio and Liz Doherty will be presenting!) and another joint team will attend the League of Innovation Conference with the assignment of returning with a collection of nascent grant concepts for consideration by the Grants Council.

Thanks for reading! Please come by and chat. The coffee is almost always on! (I will be out of the office from Feb. 6<sup>th</sup> through the 15<sup>th</sup> – but Mary will be happy to schedule chats for when I return!) And thanks for all you do to make this the wonderful place it is!

Fondly,

Maryrose

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