

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

**COLLEGE SENATE MEETING MINUTES**  
Tuesday, November 1, 2011, IT 225

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

**Present:** L. Charbonneau, N. Chrisman, S. Dar, J. Dewan, J. DeWeerth, D. Elseth, S. Frisbee, L. Flynt, E. Hantsch, D. Horton, D. Hydellund, P. Katchmar, D. Katz, D. Kelly, A. Light, D. McDermott, M. McHarris, G. Melendez, J. Mihevc, B. Molinaro, M. Parry, M. Radlowski, G. Searles, J. Smrtic, M. Sorrentino, C. Way, J. Wilcox, J. Woodrow, J. Yager, W. Zogby, and President R. VanWagoner.  
**Student Senators:** J. Coleman and J. Constantine.  
**Absent/excused:** D. Boyce, S. Cummings, D. Nekritz, R. Pucine, J. Roberts, and R. Spetka.  
**Guests:** M. Buttenschon, A. Doughtie, R. Feola, P. Fox, K. Hartman, L. Kahler, J. Myers, W. Perrotti, S. Reynolds, and N. Rosero.

**CALL TO ORDER**

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

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

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

**CHAIRPERSON'S REPORT**

D. Katz reported on the actions of the October Senate meeting to the President on October 12 and to the Board of Trustees on October 17. He also reported that the Senate Advisory Committee is exploring ways we might be able to increase the connection and interaction between the Senate and its committees. The Senate Advisory Committee is also considering ways to enhance our web presence and make navigation to the Senate pages more intuitive and user friendly.

**STUDENT CONGRESS REPORT**

J. Coleman introduced new student Senator Justin Constantine, who will be replacing Rob Fish. He reported that the intergenerational clean-up went well, and that a student raffle in support of the Foundations Major Gifts campaign is being held, with the drawing being held on Wednesday.

**PRESIDENT'S REPORT**

President VanWagoner met with the College Calendar Work Group, chaired by Nick Gioppo, to review their charter. He also met with the Design Team for the annual review process for all groups, which is being co-chaired by Brian Molinaro and Norma Chrisman. Both groups will probably report to the Senate in February. President VanWagoner met with the Wellness Design Team to review their final recommendations. The focus in the coming year will be on physical fitness, nutrition, and the cessation of smoking. As a commitment to this, the wellness pass fee to use the new fitness center has been eliminated, and those who have paid will be refunded their money. All full-time employees will be notified of this by email. The Design Team suggested the creation of an Employee Wellness Committee, which could possibly be a Senate committee. D. Katz asked if the Senate Advisory Committee would create the charter and formulate the composition, and the reply was affirmative. The Design Team feels that MVCC's current resources should be

used to develop programs. Lastly, President VanWagoner announced that on November 2<sup>nd</sup> there will be a Board of Trustees retreat to work on the strategic plan, and a lunch meeting with the Senate Advisory Committee, Student Congress officers, the Cabinet, and Strategic Planning Committee officers, will occur as well that day for input from those groups.

### **VICE PRESIDENT'S REPORT**

Vice President Reynolds reported that since taking up the position in July, the Division of Student Affairs has developed a mission and vision statement. They developed a Student Affairs Who's Who, which was distributed to everyone via email. Little handouts on SA services were also developed for the students. The title of the ex-offender program has been changed to New Directions. Each department within Student Affairs worked to develop assessment plans. The program for drug and alcohol abuse has been revamped. Student Affairs is currently working on a master plan which will follow in accordance with the college's strategic plan.

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

Beverly Quist was not present to give her report to the Senate, which has been posted in the Senate public folder and on the web site for perusal.

### **OLD BUSINESS**

Ad hoc Textbook Committee: K. Hartman reported that she has been elected chair. The committee had its first meeting on October 28, and is currently gathering information. The next meeting will be on November 18.

### **NEW BUSINESS**

Smoking policy recommendation: The Safety and Security Committee made 4 recommendations about smoking on campus. D. Kelly explained that the current policy states that there is no smoking indoors and that smoking is only allowed in designated areas. However, these areas are in front of doors, which creates problems, and only one place is clearly marked as a designated smoking area (bookstore side of ACC). G. Searles felt the campus should be totally smoke-free, as that is the only way that a smoking policy can be enforced. J. Constantine replied that the college should be fair to those who choose to smoke, and should provide shelters and heavy fines for violators. He added that smoking is a social activity, and that smoking areas should be conducive to socialization. It was pointed out that wording is important; rather than banning "tobacco" or "cigarettes" one should ban "smoking" so that electric cigarettes, which blow water vapor, and other types of smokeable substances, can also be banned. W. Perrotti stated that smoking is a part of the wellness issue, and can measurably affect those who don't smoke. D. Kelly felt that we need to talk to smokers to determine the size and locations of designated smoking places that they will use. D. Katz suggested that the Safety and Security Committee look at each building and suggest recommended areas. President VanWagoner stated that this problem is very high on his priority list. After further discussion, D. Kelly stated that he would go back to the Safety and Security Committee with these ideas and suggestions for further work on the issue. J. Coleman moved, and J. Constantine seconded, to send it back to the committee. The motion carried, with none opposed and six (6) abstentions.

Inconsistent campus clocks: D. Katz explained that this problem was brought to the Senate Advisory Committee. J. Constantine suggested using digital rather than analog clocks. R. Feola responded that the college purchased atomic clocks but found that the signals don't reach the clocks in the innermost areas of buildings. He has been looking into options, but the cost is high. J. Smrtic suggested someone designated to periodically adjust the clocks. M. McHarris explained that some clocks are difficult to remove from the wall to adjust because they're affixed tenaciously to deter theft. M. Sorrentino suggested getting the clubs to do

the task. G. Searles felt that only one campus clock is needed, as everyone has cell phones, watches, and other devices that provide the time. W. Perrotti stated that cell phones don't belong in classrooms, and that campus activity is geared around clocks. D. Kelly stated that the Facilities Committee should deal with this problem, and recommended that this problem be sent to them. N. Chrisman moved, and M. Sorrentino seconded, to send the problem to the Facilities Committee. The motion carried, with none opposed and no abstentions.

Uniformity and clarity in identifying academic centers: D. Katz explained that this was an issue brought to the Senate Advisory Committee. The names/acronyms for the centers do not adequately describe all the programs included in those centers. The acronyms for the centers were developed to accommodate Banner, which needed 4-character acronyms. G. Searles requested that the faculty/staff directory on the college web page be made correct. L. Flynt stated that she is currently working on it. W. Perrotti stated that some comments regarding this should be forthcoming from the centers survey. J. Dewan felt that the Senate should hear from marketing, and moved to table the issue until marketing could be present. J. DeWeerth seconded. The motion carried, with none opposed and no abstentions.

Academic appeals process: Concern was expressed to the Senate Advisory Committee that the academic appeals process has shifted from a committee of faculty, staff, and students to a VPLAA decision. Some feel the process should not be in one person's hands. L. Kahler responded that a change in this is being worked on; it will be moved back to a committee, but with the VPLAA included. P. Fox added the clarification that academic appeals refer to students who have been dismissed, and academic complaints refer to students who have a complaint about their academic status.

Proposed strategic plan: Senate input: M. Radlowski reviewed the draft strategic plan for Senate input. D. Katz asked if "strengthen college diversity," under Excellence, referred to faculty/staff or students. M. Radlowski replied that both were being referred to. He explained that our current completion rate is 23%, and that, according to surveys, most students are here to get a degree or certificate. Within the SUNY system, the average is 26%, so MVCC is doing slightly below average in that respect. Some uncertainty was expressed as to the meaning of some of the goals under Excellence. J. Woodrow felt that, under Excellence, in bullet 1, advising should be a separate goal. After further input, M. Radlowski thanked the Senators for their comments and questions.

#### **ADJOURNMENT**

G. Searles moved, and M. McHarris seconded, to adjourn. The meeting was adjourned at 4:15 p.m.

#### **NEXT MEETINGS**

The next College Senate meeting will be on **Tuesday, December 6, 2011, at 2:30 p.m., in IT 225.**

The next Senate Advisory Committee meeting will be Monday, November 28, 2011, at 3:00 p.m. in PH 391.

Respectfully submitted,

Krista Hartman  
Recording Secretary