

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

**COLLEGE SENATE MEETING MINUTES**

Tuesday, September 6, 2011, IT 225

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

**Present:** L. Charbonneau, N. Chrisman, S. Cummings, S. Dar, J. Dewan, J. DeWeerth, D. Elseth, S. Frisbee, L. Flynt, E. Hantsch, D. Katz, D. Kelly, A. Light, D. McDermott, M. McHarris, G. Melendez, J. Mihevc, M. Parry, R. Pucine, B. Quist, M. Radlowski, J. Roberts, J. Smrtic, R. Spetka, C. Way, J. Wilcox, J. Woodrow, J. Yager, W. Zogby, and President R. VanWagoner.

**Student Senators:** J. Coleman, R. Fish, and D. Nekritz.

**Absent/Excused:** D. Boyce, D. Horton, D. Hydellund, P. Katchmar, B. Molinaro, G. Searles, M. Sorrentino, and M. Syed.

**Guests:** T. Bell, D. Bogan, J. Bullis, A. Doughtie, M. Eannace, K. Evans-Dame, R. Feola, K. Hartman, L. Kahler, J. Myers, M. Pearson and N. Rosero.

**CALL TO ORDER**

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

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

J. Wilcox moved, and M. Parry seconded, to approve the minutes of the May 17, 2011, meeting. The motion carried, with none opposed and one abstention.

**CHAIRPERSON'S REPORT**

D. Katz welcomed the Senators back from the summer break. He reported on Senate activities to the Board of Trustees on August 15<sup>th</sup>. He offered a Senate Committee Chairs training workshop on August 17, at which attendees were told about "best practices" and were shown how to upload minutes and agendas onto the College Senate web page. (For a copy of Dennis Gibbons' PowerPoint presentation, "Chairperson 101," see the Senate Public Folder, subfolder Chairs Committee OR see the Education (College) LibGuide at: <http://mvcc.libguides.com/aecontent.php?pid=63219&sid=466098> ). D. Katz met with Latoya Richardson and Krista Hartman to coordinate, update, proofread, and redefine the Senate records, both in the public folders and on the Senate web pages. He also met with Student Congress President John Coleman to coordinate the process by which student representatives would be placed on those Senate committees which required student representation.

**STUDENT CONGRESS REPORT**

J. Coleman reported that Student Congress meetings will be held every Thursday at 2:00. He stated that funding for non-academic overnight and international travel has been abolished. The Welcome Back barbecue went very well. The Welding Club has created a memorial bench for 9/11, to be placed on campus along with other memorials. Club Day will be Wednesday, September 28. He is currently working on filling committees with student representatives and should be contacted by Committee Chairs to fill the student vacancies.

**PRESIDENT'S REPORT**

President VanWagoner announced that the Board of Trustees would continue to review and revise Board policies, which they hope to finish with by June 2012. They will continue to bring policies to the Senate Advisory Committee and Senate for reviews. He also announced that he has been working on the charters for two groups. One is a Calendar Work Group, to formulate another three-year calendar beginning with the 2013-2014 academic year. He asked for two Senators to be a part of that group. The second charter is for a

design team that will review the overall process for making annual personnel reviews for all groups. He asked anyone who would like to serve on either group to let D. Katz know.

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

VP Feola reported that the building project is still behind schedule. There are two new classrooms, and the pool is now open. The athletic offices were moved to the second floor east side. The fitness center is complete. They are currently installing the new floor in the fieldhouse, which should be done by mid-September. He also reported that on August 29<sup>th</sup> the county approved our budget. Next month the College will be visited by a number of auditors. Lastly, he announced that three of our officers went through peace officer training, bringing us to a total of five on campus. A sixth peace officer will join us in late September.

#### **FACULTY COUNCIL OF COMMUNITY COLLEGES (FCCC) REPORT**

B. Quist explained for the benefit of new Senators what the FCCC is and what it does. She reported that the President of the FCCC is now a non-voting member of the SUNY Board of Trustees. On September 23<sup>rd</sup> and 24<sup>th</sup> the Faculty Governance Leaders sponsored by the FCCC and hosted by MVCC will meet in Utica. She also announced the creation of the SUNY Campus Alliance Networks, which seek to combine governances of SUNY colleges. (See the following article for more information: <http://www.suny.edu/sunynews/News.cfm?filename=2011-08-04-FINAL-CampusAllianceNetworks.htm> )

#### **OLD BUSINESS**

Web Content Filtering Committee: Web content filtering has been implemented on seven computers in the open lab and in the Student Services Center. Students can get into their email and into Microsoft Office, but cannot get onto Facebook. A. Doughtie suggested that the students be notified of this, perhaps through an all-students email. D. Nekritz suggested that filtering be done in the computer lab in the Library. J. Yager commented that it works well in special areas.

Emergency call numbers in the classrooms: P. Katchmar was not in attendance to report on this. D. Katz stated that P. Katchmar was putting up temporary signs in the classrooms. J. Bullis added that work is being done on emergency egress signs as well.

#### **NEW BUSINESS**

Wellness Design Team report: Andrea Roberts and Kristen Bowers reported that, after seeking the advice of two insurance agencies, they decided to start small. They focused on physical, emotional, spiritual, financial, environmental, social, occupational, and intellectual wellness. They felt that they needed to build a bridge between people and resources both on- and off-campus. This is not an expensive program to initiate. The design team is currently still working on the "bridge." A question was raised about the necessity for the \$60 user fee for all MVCC employees using the new Jorgensen fitness center. Andrea replied that about 20 people so far have either paid in full or paid per semester to use the facility. It is open 85 hours a week, from 6 a.m. to 8 p.m., and is staffed by qualified people. D. Nekritz suggested that the students be notified of the new hours. People must take PE 154 in order to use the facility and get a wellness pass. If you have no wellness pass, you must pay \$3.00 to use the pool. J. Yager asked if any incentive-based programs to encourage wellness have been discussed. Kim Evans-Dame added that the college will soon have something called "Benergy", which is focused on wellness. D. Katz also added that the Institutes will always have a wellness component. Finally, Kristen reported that the design team recommended a standing committee on wellness.

Civility Project update: Deb Bogan and Morris Pearson reported that the project was formed last May and will be ongoing for two years. They began with their research with the civility page created on the Education (College) LibGuide by Krista Hartman ( <http://mvcc.libguides.com/aecontent.php?pid=63219&sid=1176796> ). In August the work group members were confirmed. A workshop on civility will be presented at the upcoming Fall Institute. In November the group will post a summary report of their findings. Morris added that the

information gleaned from last spring's civility forum will be included in the project's research. Civility expressed through art infusion/expression is ongoing. They also plan to use the campus televisions to air films of students giving their ideas of what civility is. Deb added that down the road they would like to add a civility component into ED100. Morris stated that, on an unofficial basis, instructors can call him to give a presentation on civility in their classrooms. J. Yager suggested that one DGV event could be on civility.

Excellence Committee's membership terms: D. Katz proposed that, in keeping with other Senate committees, the terms of service on all of the Excellence Committees be three years. S. Frisbee reminded him that this will have to be changed in the charters. M. Parry moved, and D. Nekritz seconded, to make the terms three years. The motion carried, with none opposed and no abstentions.

Privacy/security issues & computer system usage by college employees: B. Quist stated that DegreeWorks is structured so that if you leave your desk someone could get into your information. M. Parry replied that the College policy is that, when you are using a College program that contains sensitive, private information, you should lock your computer if you need to move away from it. This includes Degree Works, Banner, and Sirs. To lock your computer, simply hit Windows/L or Alt/Control/Delete and Lock. D. Katz stated that we need to get the word out to all employees, perhaps through an allusers email and/or workshops. J. Yager stated that another solution might be setting all computers so that they automatically lock after a certain period of idleness.

#### **OTHER BUSINESS**

S.Frisbee thanked everyone for participating in College Completion Day.

#### **ADJOURNMENT**

W. Zogby moved, and R. Spetka seconded, to adjourn. The meeting was adjourned at 4:10 pm. by common consensus.

#### **NEXT MEETINGS**

The next meeting of the College Senate will be **Tuesday, October 4, 2011, at 2:30 p.m. in IT 225.**

The next Senate Advisory Committee meeting will be Monday, September 26, 2011, at 3:00 in PH 391.

Respectfully submitted,

Krista Hartman  
Recording Secretary