

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, March 5, 2013, IT 225

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

Present: M. Adler, K. Capuana, L. Charbonneau, S. Dar, J. Dewan, D. Elseth, S. Frisbee, E. Hantsch, J. Hicks, D. Hyldelund, D. Kelly, A. Light, M. McHarris, B. Molinaro, W. Perrotti, M. Radlowski, G. Searles, M. Sorrentino, R. Spetka, J. Wilcox, and W. Zogby

Student Senator: D. Sonne

Absent/Excused: J. Baumann, J. Brown, N. Chrisman, S. Cummings, L. Flynt, D. Ianno, P. Katchmar, R. LaBuz, J. Livadas, D. McDermott, G. Melendez, J. Mihevc, S. Myalik, R. Pucine, A. Rudder, C. Sleys, J. Smrtic, President R. VanWagoner, J. Yager

Guests: S. Boulanger, A. Doughtie, M. Eannace, S. Engel, P. Gallagher, C. Pace, S. Reynolds

CALL TO ORDER

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

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

D. Hyldelund moved, and L. Charbonneau seconded, to approve the minutes of the February 5, 2013 meeting. The motion carried with none opposed and no abstentions.

CHAIRPERSON'S REPORT

D. Kelly introduced Michelle Adler from the Center for Life and Health Sciences as a new Senator replacing Joe Woodrow. He stated that Norma has three people who have agreed to serve on the Senate Elections Committee: Steve Frisbee, Rich Pucine and Julie Dewan. She is asking for more volunteers to serve on the Committee. Mike McHarris and Shahida Dar stated that they would like to serve. J. Wilcox moved, K. Capuana seconded, to start the Committee. The motion carried with none opposed and one abstention.

STUDENT CONGRESS REPORT

D. Sonne announced that Student Congress has raised over \$500 for the American Heart Run and Walk. The Student Congress Executive Team has invited different administration personnel to their meeting to foster a stronger relationship between college staff/faculty and students. The Student Congress Judiciary and Evaluation committees are currently evaluating and reviewing their Policy and Procedures Manual and are also reviewing their officer's positions. All college committees that have asked for student representatives have been filled. Please let Carlos or Devin know if further students are needed on committees.

PRESIDENT'S REPORT

None.

VICE PRESIDENT'S REPORT

S. Reynolds announced that online attendance is up and running and stated that the assistance from faculty in meeting the deadlines was appreciated. The PAR ReThink It Committee was established and charged on February 12th. They will be working to rebirth the program into something that is sustainable by the college. A handout was distributed regarding the Alcohol and Other Drug Policy. The outcome of the November 2012 review is located on the website of the Counseling Department. One of the areas where we were not in compliance was with an actual Alcohol and Other Drug policy. As a college, we had a stated position but no policy. The policy will be in front of the Board this month. The LGBT Committee has made some significant progress as follows: Safespace training format finalized, Safespace training session planned for April, Initial planning for an LGBT presence on the website, MVCC Safe Space LOGO created and in process of being printed. A Medical Leave of Absence Policy has been

created with the purpose of developing procedures for behavioral issues that require immediate attention and that are for a short period of time. Also included is when a student has a medical emergency or condition that prevents them from attending classes for an extended period of time. The reason for bringing this policy to the Senate is because there is the recommendation that when a student is withdrawn from a course for a medical reason, the student will receive a W on the transcript in order to have the least punitive effect on the student's academic career. Prior to this, a student's grade was calculated by determining what grade they had at the time of the leave and then factoring in all incomplete work as zeros. The Deans felt that this was punishment and inappropriate. VP Reynolds wanted to make sure that the Senate was made aware of the revised policy and asked that any concerns be brought through their respective chain of command. The plan is to bring the policy to Cabinet on March 26th so all input and feedback should be sent to her by then. The Civility Committee has met four times since January 25th. Kim Overrocker is serving as the new chair of the committee. The recommendations from the design team have been discussed and there has been a focus on the types of events and discussions that the committee sees as important in order to forge more civil behavior throughout the campus community. Topics such as: racism, sexism, censorship, social media etiquette, LGBTQ and open forums on positive and negative interactions on campus have been explored. The first conversation will take place on March 7th with a Campus Conversations on Racism to be held in ACC 116 from 12-2. The civility banners that are currently housed in PH were discussed. As the banners were purchased with student activity monies by the former civility club, and there is no current civility club, the Executive Committee of Student Congress has asked for the banners to be taken down and brought to the Student Congress office in ACC. The students would then like to pose the question to the student body as to where the banners should be hung, including one banner going to the Rome Campus.

FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT

R. Labuz will be attending the FCCC plenary over Spring Break. He will report on the plenary at the April meeting.

OLD BUSINESS

Distribution of Summary of Senate Meeting: D. Kelly stated that he started emailing a summary of the Senate meeting after last month's meeting. He has received a couple of favorable comments. He will proceed with sending the summary again this month. The summary is sent to the College Senate members first and then to the college community. There was a discussion of the allusers email distribution list and other lists that should be used instead of allusers. B. Perrotti stated that it isn't in the best interest of the college to share with the outside community. D. Kelly will look into this further so that only members of the college community, including students, receive the summary. S. Dar suggested using Blackboard for College Senate materials. D. Kelly stated he would talk to N. Chrisman. D. Kelly stated that he welcomes comments on the summary.

NEW BUSINESS

Report of International Initiative Committee: C. Pace reported that the International Initiatives Committee meets approximately every two weeks. She stated that the International Festival will be held on Wednesday, April 10th from 12-2pm in the IT Building and will include interactive displays and live music and dancing. She hopes that everyone will be able to attend and asked that they encourage others to attend also. Following the Festival at 2pm in IT225, there will be a DGV lecture titled "The Importance of Respecting Culture in the Age of Globalization". A Buddhist Monk will be visiting the campus and building a sand mandala starting on Wednesday, April 10th. She asked the group to encourage their students to attend. There will be an International book discussion led by K. Hartman on Tuesday, April 16th at 1pm in IT225. The International Café series started in January and continues in on April 23rd with a discussion on Italy and Lebanon. Upcoming in the Fall semester, the committee is working on the International Student reception with the possibility of combining the reception with a celebration for International Peace Day. Also in the Fall, refugee students have expressed an interest in planning an event and the International Café will continue. Please let Carolyn know if you have any suggestions for the Committee.

Study Abroad Update: S. Engel shared current practices of the Study Abroad program along with proposed improvements. Currently, there are not explicit college-wide expectations of faculty and students when they travel overseas through the Study Abroad program. Need to build on what is currently done and begin faculty training, safety and health routines and re-entry debriefing. K. Capuana asked if the policy included wording if anything happened to a faculty member. S. Engel stated she would change the wording to participant. She stated that the application for a study tour begins about a year ahead of time of the study tour. Bob Decker traveled to Costa Rica for 10 days in January through a MATEC grant to learn about solar energy. He will be offering similar coursework here next year. Sandy and Bob will receive further training in April. This year's visiting professor from Vietnam, Ms. Oahn, will be arriving in Utica on Sunday, March 24th and will be leaving the day of commencement. She is leaving her three year old son and husband to travel to MVCC. Sandy will be traveling to Vietnam with Dennis Gibbons this May after Summer Institute. While she is there, she will be interviewing potential visiting professors to travel to MVCC in the future. W. Zogby talked about liability on study abroad tours. S. Engel stated that she and other college officials will be meeting with the students who will be traveling on future tours to have a discussion with them.

Status of Periodic Review Report: B. Molinaro stated that a Middle States self-assessment report is completed by the college every 10 years. A committee has been working on the Periodic Review Report (PRR) which is a midterm report in response to items discussed in the last 10 year report, which was 2008. The draft report will be available on the M: drive this Friday in a folder named "PRR 2013". The Committee is asking members of the college community to read the draft report and submit their comments and/or suggestions back to the Committee. The draft report will then be presented to the President and members of the Board of Trustees before being finalized in May. Forums to discuss the PRR will be held on the following dates/times:

Utica Campus – PH300 – 3/21-2-3pm, 3/25-12-1pm, 3/26-2-3pm, 3/27-9:30-10:30am

Rome Campus – Theater – 3/26-8:30am, 3/27-3pm

Comments can be given to the Committee members at the forums. Brian pointed out that if parts of the college were not included in the 2008 self-assessment report, they will not be included in the PRR. Information on where/when the forums will be held along with how to access the document will be communicated by email, Communitas and MVCC today in the near future. John Bullis and Norayne Rosero are co-chairs of the Committee.

Report of Wellness Committee (written report): The written report was sent electronically to Senate members. There weren't any questions or comments on the report.

Report of the General Education Committee (written report): The written report was sent electronically to Senate members. There weren't any questions or comments on the report.

Textbooks: B. Perrotti mentioned that he heard a "rumbling" about faculty not being able to use customized textbooks in the future. M. Eannace replied that there are not any plans to limit faculty from using customized textbooks.

ADJOURNMENT

R. Spetka moved, and M. Sorrentino seconded, to adjourn. The meeting was adjourned at 3:45 p.m. by common consensus.

NEXT MEETINGS

The next College Senate meeting will be **Tuesday, April 2, 2013, at 2:30 p.m. in IT 225.**

The next Senate Advisory Committee meeting will be Monday, March 25, 2013, at 3:00 p.m. in PH 304.

Respectfully submitted,

Mary Noti (filling in for K. Hartman)
Senate Recording Secretary