

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

**COLLEGE SENATE MEETING MINUTES**  
Tuesday, October 4, 2016, IT 225

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

**Present:** J. Baumann, K. Capone, S. Dar, J. Dewan, A. Doughtie, S. Frisbee, A. Haines-Stephan, R. Huyck, D. Hyldelund, R. Jubenville, P. Katchmar, D. Kelly, D. McDermott, S. McGovern, M. McHarris, C. Miller, B. Molinaro, S. Myalik, A. Radlowski, M. Radlowski, J. Rahn, J. Roberts, R. Santos, B. Scantlebury, N. Snyder, R. VanWagoner, and G. Warchol

**Student Senators:** A. Kalashnik, D. Kulev, J. Rothrock

**Absent/Excused:** L. Charbonneau, M. Henningsen, S. Kenyon, P. Lotto, R. Manley, T. Palumbo, G. Searles, R. Spetka, M. Sykes, and J. Wilcox

**CALL TO ORDER**

The meeting was called to order at 2:32 p.m.

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

D. Kelly moved, and A. Kalashnik seconded, to approve the minutes of the September 6, 2016 meeting. The motion carried with none opposed.

**CHAIRPERSON'S REPORT**

A. Haines attended the Campus Governance Leaders Conference over the weekend of Sept 23–24. Some of the items discussed included TEACH NY, Applied Learning, Microcredentials, Seamless Transfer, and Diversity Plans. The first report for Applied Learning was due last May, and stages 5–7 are due next May, including the question of whether or not the College will require applied learning for graduation. Faculty Caucus is currently investigating microcredentials. If you are aware of any issues with Seamless Transfer (for example, some colleges not accepting certain courses), you can email [studentmobility@suny.edu](mailto:studentmobility@suny.edu) and it will be investigated.

A. Haines also welcomed students D. Kulev and J. Rothrock to the Senate.

**STUDENT CONGRESS REPORT**

A. Kalashnik stated that there is nothing to report from Student Congress. D. Kulev commented, however, that there have been some conversations at Student Congress regarding microcredentials, and they may give a report at the next Senate meeting.

**PRESIDENT'S REPORT**

R. VanWagoner began by commenting that many of the same items were discussed at the last Presidents Meeting. MVCC will be involved in the SUNY media campaign surrounding TEACH NY due to our partnerships with Oneonta's Bachelor's in Childhood Education Program and with Cortland's Master's in Literacy Program. There was also a breakout session at the meeting regarding microcredentials, which SUNY has not yet defined. Instead, the response from SUNY is to try things out and see what works. Colleges that have microcredential programs at the moment include Broome, Suffolk, and Stony Brook.

Regarding the budget, there is a workgroup of community college presidents and chief business officers within the SUNY system working to examine different state funding models in an attempt to revise budget formulas and find new ways to fund community colleges. We will be asking for the state to invest \$30 million in community colleges state-wide, hoping to earn an increase of \$285/FTE.

Regarding updates on our Campus, the Rome construction is on target and should be completed as of the end of December. Although there is still some back-ordered furniture for the Learning Commons on the Utica campus, people have begun moving in, and there will be a ribbon cutting ceremony in late October/early November. The Learning Commons is open for tutoring and office hours as of today. Additionally, the College is encouraged to participate in the campaign for the MVCC Foundation and the United Way, which will begin in the last week of October.

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

Vice President S. Reynolds reported that the ATD coaches visited the campus last week, and we earned good marks for our progress. The M2C3 equity survey will be distributed in the last week of October/first week of November, and the results will be shared at the third annual Data Summit in January. Moreover, ATD is woven throughout a number of student success initiatives, including PGP and C3. To incorporate more members from these initiatives into ATD, the Core Team will be reconfigured to become a Student Success Council.

As of September 13<sup>th</sup>, college applicants can no longer be asked about their felony status until after they've been accepted. This will be taken into consideration with housing, internships, and so on, and we will look to guide violent and sexual offenders through our New Directions program.

Through a collaborative effort among athletics, academic affairs, and student engagement, the Student Leadership Academy is being piloted with CSTEP, Student Congress, and student athletes. Additionally, Student Affairs and Academic Affairs are collaborating on a student focus group project to understand our enrollment processes better from a recent student's perspective. The EMC is also asking for feedback for our perspective on programs and how we might grow enrollment and increase retention at the College.

Lastly, some upcoming campus events include National Coming Out Day on October 10<sup>th</sup> from 10:00–2:00, and the 22 Pushup Challenge, which will be held at 2:00pm in the fieldhouse on October 18<sup>th</sup>. This challenge is to raise awareness that 22 veterans die each day by suicide.

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

J. Roberts has been catching up on the bylaws and recent resolutions at FCCC. Right now there are several surveys geared toward Middle States assessments, as other institutions want to know what policies other schools are using and how they've worked across the state. Some topics include which courses are currently not offered online; to what extent was shared governance involved in the creation of our diversity plan; and how many administrators at the director or dean level have left the College in the last two years and, if known, for what reason. The Regional Workshop will be held on November 1<sup>st</sup>.

### **FACULTY CAUCUS REPORT**

C. Miller reported that M. Pearson was at the last Faculty Caucus meeting to get feedback about the process when a student is suspended from the College, and what to do regarding missed work if they are reinstated to

the College at a later date. As a result of the dialogue, there were some ideas about how to improve communication before, during, and after students have been suspended from the campus.

A. Radlowski demonstrated some of the features of Starfish, and the Caucus had a conversation about the positive features of the program, as well as some concerns. The Caucus also discussed microcredentials, and has reached out to different people across the campus who would be good to have on the team investigating microcredentials. The charge for that team was also discussed.

Lastly, the starting time of Caucus has been shifted to 2:15pm to accommodate those who are coming directly from class.

## **OLD BUSINESS**

### **COLLEGE SENATE ASSESSMENT REVIEW**

D. Kelly reviewed the assessment measures for the Senate and indicated which measures had been met, which had been met partially, and which had not been met. Some of the highlights include the following:

- Goal 1: Objective 1      Emails are sent to AllEmployees (instead of AllUsers).  
Senate Advisory Committee minutes were not taken.
- Goal 1: Objective 4      This objective indicates that senators will provide a report back to their constituents within 2 weeks of the senate meeting. This objective is difficult to assess, and D. Kelly emailed a summary of the senate meeting within one week to all employees instead.
- Goal 2: Objective 2      This objective refers to overseeing the function of the committees. This is also a difficult objective to do and assess, and vacancies aren't always identified quickly, and can be difficult to fill.
- Goal 2: Objective 3      The bylaws were evaluated. However, we will have to review and amend them as a result of the academic redesign.

A discussion followed D. Kelly's presentation, during which it was mentioned that there continues to be difficulty finding a time when everybody on a committee would be able to attend. This can make vacancies difficult to identify. Moreover, the process of filling vacancies has oftentimes been slow due to variations in how Centers voted, so this could be examined in the redesign. It was suggested that the Scheduling Assistant in Outlook is a useful tool, provided everybody has their schedule in Outlook.

After the report, A. Haines commented that he would forward a copy of the report to those on Senate, and if there were additional comments, please send them his way.

## **NEW BUSINESS**

### **ASSESSMENT**

N. Rosero presented on the MSCHE Revised Standards for Accreditation and Requirements of Affiliation that we will be held accountable to. Some highlights include the following:

- Currently there is a 10 year reaccreditation cycle with a 5 year period midpoint review report. Middle States will be changing to an 8 year cycle, with an annual report as well as a review team at the

midpoint mark. This move is, in part, to help institutions develop a culture of continuous (and not episodic) assessment.

- Standards V and VI focus on assessment. Back in 2004 we began documenting program outcomes, and we want these goals to be consistent with Middle States standards. Moreover, MSCHE has made it clear that this standard isn't just for credit academic programs, but it also applies to CCED noncredit programs. At this point, it's unclear what will happen at this level since it's new.
- The expectation for courses are the same whether they are on campus or online, during the summer, or at some other location. Carnegie Hours must be justified, and we need to provide opportunities for students to meet those outcomes.
- Currently we assess program outcome goals every five years, but we are looking to do this annually.
- A new push from Middle States is to assess how students learn outside the classroom. This includes a new focus on student learning outcomes in Student Affairs.
- While assessment to keep us accountable is good, it is not the only reason to do assessment, and Middle States will be looking to see how we use assessment to improve.

A conversation followed, during which it was commented that making the assessment process more user-friendly is beneficial. For example, the Carnegie Hours form for those teaching online was not as difficult as initially perceived. N. Rosero also commented that we are in pretty good shape for our Middle States assessment. Our Self Study in 2008 was clean with 3 recommendations. In our PRR we were also good with 3 recommendations. As long as we work on the recommendations, we will be in good shape.

N. Rosero and A. Haines worked to form a new display of Assessment in the Senate. A third goal has been added to incorporate FCCC, which was not around when the original plan was written 15 years ago. N. Rosero suggested that we assess 1-2 goals annually, rather than all 3 goals every three years to help form a culture of continuous assessment. If you have additional questions, consult the Institutional Effectiveness website or ask N. Rosero.

#### EXCEL FILE

A. Haines displayed the Excel File which revised the Senate Assessment Plan. There are a few changes, including the following:

- Goal 1: Objective 6      “The Senate Advisory Committee will meet annually with the President’s Cabinet.” This is a new goal.
- Goal 1: Objective 3      The measures used to state that the Senate Advisory Committee would post minutes. This has been removed since this has been spotty in the past.
- Goal 3                      This is a new goal to document the Senate’s relationship with FCCC.

There was a discussion surrounding the issue of Senate Advisory Committee minutes, particularly as it pertains to topics discussed at Advisory that do not make it to Senate, but are instead forwarded on to more appropriate bodies. The consensus following the discussion was that the Senate Advisory Committee should take and post minutes.

There was also some discussion reading how senators can report back to constituencies and how to document that that happened. Some suggestions included reporting at department meetings, although this would be difficult to measure. Any other suggestions should be sent to A. Haines.

Lastly, there was some discussion about the last objective in Goal 3, which refers to Faculty Caucus, and not FCCC. It was decided that the goal would be reworded so that this objective would fit under the goal.

#### **DIVERSITY PLAN**

President VanWagoner presented a table of contents for the Diversity Plan. The plan is due to SUNY by November 1<sup>st</sup>. There is a draft of the document at the moment, and any comments are welcome. In particular, President VanWagoner requested feedback on whether there were any parts of the College that weren't listed that should be. A few suggestions were made, including the interfaith community and athletics. President VanWagoner also commented that "Diversity, Inclusiveness, and Equity" will be the topic at the CORE Workshop in the spring. Part of the workshop will include getting feedback to help the new Chief Diversity Officer, as well as to update the plan.

Any other comments can be passed along to A. Haines or R. VanWagoner.

#### **COMMENTS/QUESTIONS FROM SENATE MEMBERS**

There were no comments or questions from Senate Members.

#### **ADJOURNMENT**

J. Baumann moved and J. Roberts seconded to adjourn the meeting. The meeting was adjourned at 4:27 p.m. by common consensus.

#### **NEXT MEETINGS**

The next meeting of the College Senate will be **Tuesday, November 1, 2016, at 2:30 p.m. in IT 225.**

The next meeting of the Senate Advisory Committee will be Monday, October 24 2016, at 3 p.m. in PH 304.

Respectfully submitted,  
Anna Radlowski