

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, February 7, 2017, IT 225

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

Present: J. Baumann, L. Charbonneau, S. Dar, J. Dewan, A. Doughtie, S. Frisbee, A. Haines-Stephan, M. Henningsen, R. Huyck, D. Hydelund, R. Jubenville, P. Katchmar, D. Kelly, S. Kenyon, D. McDermott, M. McHarris, C. Miller, B. Molinaro, S. Myalik, A. Radlowski, J. Rahn, J. Roberts, R. Santos, B. Scantlebury, G. Searles, N. Snyder, R. Spetka, M. Sykes, G. Warchol, and J. Wilcox

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

Absent/Excused: K. Capone, P. Lotto, S. McGovern, T. Palumbo, and R. VanWagoner

CALL TO ORDER

The meeting was called to order at 2:31 p.m.

REVIEW & APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

M. Henningsen motioned and G. Warchol seconded to approve the minutes of the December 6th meeting. The motion passed unanimously.

HEART OF THE HAWK/PRIDE OF THE HAWK

M. Eannace presented the Heart of the Hawk award to Alex Piejko for his work as an engaging and dedicated teacher and mentor in the art program at the College. S. Reynolds presented the Pride of the Hawk award to Tamara Mariotti for her work in the Office of Accessibility Resources, including her research and efforts to obtain funding for new technology such as a new braille printer, as well as her role in the change to using preferred names on IDs and rosters.

CHAIRPERSON'S REPORT

A. Haines has nothing to report.

STUDENT CONGRESS REPORT

A. Kalashnik has nothing to report.

PRESIDENT'S REPORT

President R. Vanwagoner was unable to attend due to a President's meeting in Albany.

VICE PRESIDENT'S REPORT

Vice President S. Reynolds began her report with remarks about the ATD teams. The Council for Initiative Analytics (CIA), formerly the Data Team, will analyze the data from the M2C3 survey and compare the results to the 2014 CCSSE and Student Opinion survey, identifying themes, overlap, and outliers. The results will then go to the Student Success Council, formerly the Core Team, who will then determine the next steps. S. Reynolds noted that the CIA is a college-wide team that should be consulted whenever data is needed.

A new advising design team has been working to make recommendations, which were recently approved by both S. Reynolds and M. Eannace, concerning the roles and responsibilities of advisors to provide “polite intrusiveness” to help with student completion. The proposal is currently being reviewed and revised.

In the Fall, Student Affairs worked with student focus groups to complete qualitative research regarding the needs and experiences of students with regards to enrollment, retention, and completion. The team has received the report and has had a follow-up meeting. The results indicate that students who find themselves connected to a group, such as the Office of Veterans’ Affairs, College Connection, and New Directions, as well as students who know a person who works at the College, such as family members, will have a distinctly different positive experience than those who do not have those connections. Student Affairs is working to align this work with the directed pathways work of Academic Affairs. These two areas of the college will come together for a joint retreat in June and discuss further steps.

Lastly, progress has been made in creating a more welcoming environment for the LGBTQ community. Gender neutral housing has been formalized, as well as the use of preferred names on rosters. Full implementation of the preferred names, which will be used for everything except for legal documents, will take place in the Fall.

FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT

J. Roberts reported that the FCCC is looking for a formal endorsement of a Statement Supporting Campus Inclusivity and Civil Discourse, and would encourage us to consider drafting our own version of a similar resolution. This statement came about from the negative rhetoric of the recent presidential election.

After a brief discussion, D. Kelly moved that we endorse the Statement (S. Frisbee second). It was noted that this Statement is similar to the College’s Statement on Academic Freedom. The motion passed unanimously.

FACULTY CAUCUS REPORT

C. Miller began her report with an update about micro-credentials. The Caucus has put forward the following recommendations:

- Proposals for micro-credentials may come from CCED or one or more departments.
- One or more Academic Departments would have to support the micro-credential.
- There is an expectation of comparable academic rigor and standards as a regular accredited course.
- It is suggested that the first micro-credentials be credited since Financial Aid could be applied; however, non-credited micro-credentials could work where there is Industry need (paid for by employers), or an area of interest that students might be willing to pay for out-of-pocket.
- The Faculty Caucus proposes that policies regarding the establishment of micro-credentials be reviewed and approved by the Academic Policies and Standards Committee, and that all micro-credentials (credit or non-credit) be reviewed and approved by the College-Wide Curriculum Committee.
- Once the process is established, faculty would be able to develop micro-credential proposals and submit them into the pipeline.
- One concern with creating micro-credentials that are not part of an academic program is that students will not be able to receive financial aid for the courses. A possible workaround is to allow students to pursue a second major such as general studies where the courses in the micro-credential would be part of that program. Care must be taken that the two majors have separate degrees, since this has been an issue in the past. This is obviously not a permanent fix, and we should be asking SUNY to consider funding micro-credentials.
- Additionally, any other nuance of the financial aid process needs to be clarified moving forward.

Faculty Caucus agrees that micro-credentials could be used as a way of measuring completion, especially since SUNY has appeared to be supportive of micro-credentials. However, it is unknown whether there are open channels to SUNY in place for that to be possible. Moreover, Caucus also recommends that the Faculty Advisor of the capstone portion of a micro-credential should be compensated in some fashion.

C. Miller solicited questions and feedback regarding the recommendations, and a lengthy conversation ensued. In particular, great concern was expressed regarding the inability of students to receive financial aid for micro-credentials, with some senators stating disapproval for the proposed work-around of declaring a secondary major. In particular, the College should not encourage students to abuse the financial aid system. If the early micro-credentials created were stackable and “embedded” in a currently existing major, that may help to alleviate this problem, though some then questioned what purpose such a micro-credential would serve. The representatives from Student Congress commented that micro-credentials are appealing to students, and could be used to provide training for different jobs. Some area businesses are supportive of the idea, and are interested in working with the College, but more conversations need to be held and connections with regional businesses need to be strengthened.

There was disagreement across the Senate regarding the purpose of micro-credentials. Some senators expressed concern that this movement is a fad that will soon go away, an application of the Disruptive Innovation Model to Higher Ed, and a distillation of education to training. Micro-credentials appear to be vaguely defined, would be yet one more thing to track, and students could receive training through CCED programs instead.

However, other senators commented that some colleges are already implementing micro-credentials, such as Stony Brook University, albeit on a smaller-scale and geared towards graduate students. We have the opportunity to be more innovative and develop a broader-scoped program. Moreover, as a community college, not all students come to us seeking a degree, such as those transitioning to a different career and who are seeking to improve a series of skills. Although these students currently complete their goal at the College, they get reported as non-completions because they did not receive a degree or certificate. Micro-credentials, if supported by SUNY, could help measure these completions.

The general consensus following the conversation was that we are unable to move forward with micro-credentials until SUNY can provide answers regarding whether micro-credentials can be used as a completion metric, as well as whether the State is willing to provide financial aid to students seeking micro-credentials, including those that included non-credit courses, such as those offered by CCED. A. Haines will work with R. VanWagoner and J. Roberts (in conjunction with FCCC) and other campus governance leaders to help solicit answers from SUNY.

C. Miller then continued her report on the last Caucus meeting. Additional items discussed were the post-Labor Day start, with the primary concern being for courses that do not run in the standard 50-minute/75-minute time slots, and how those hours would change. The assessment of prior learning was also discussed, and R. Spetka will attend the next meeting of the Caucus to help address concerns about the waitlist.

OLD BUSINESS

MIDDLE STATES UPDATE

K. Linaker and C. Miller updated the Senate on the progress made by the Middle States Standards Workgroups. Working with N. Rosero, K. Linaker and C. Miller reviewed the reports made by the workgroups and made additional recommendations, as well as developed a standardized template for the reports to make it easier for the Middle States Site Team to review them. The template will help the workgroups to break down their

research and guide them through an analysis of what their research means, as well as aid in developing suggestions, recommendations, and commendations for each of those criteria. That work is currently underway and later, over the summer, L. Kahler will use the groups' work as he writes the report for Middle States.

The co-chairs also requested that anybody who finds broken links or mistakes on the College website to let them know so that it can be fixed as soon as possible. Once our report is submitted, we cannot edit the website, so corrections need to be made beforehand.

A comment was made regarding some discrepancies in course descriptions and student learning outcomes on the web and in the Catalog. N. Rosero replied that the College Catalog is the official document to reference for accuracy, so if the Catalog does not have the correct course description, then (1) if CWCC has approved a change in the course description and the Catalog has not been updated, contact Marketing to update the Catalog and (2) if the course description needs to be changed but has not gone through CWCC, contact A. Fried and work through CWCC to change the description. N. Rosero also reminded the Senate that faculty should regularly review their Course Outlines and update them with the current course description and student learning outcomes.

NEW BUSINESS

SENATE AND COMMITTEE CHARTER UPDATES PER REDESIGN

A. Haines reminded the Senate that the Academic Redesign that happened in the Fall has necessitated a change in how faculty membership of some Senate committees will be determined, including the Senate itself. For full details on the changes made, please see the attached revisions. A summary of the changes are as follows:

Changes to Senate Membership

- Previously: 5 elected faculty, one from each center
 5 elected faculty, at large
 5 appointed faculty, one from each center
 1 appointed senator representing part-time employees
- Suggested: 9 elected faculty, one from each department
 6 elected faculty, at large
 1 elected senator representing part-time employees

Discussion: A. Haines remarked that it is possible, with some shuffling, for current Senators to carry out their terms to length. A. Haines will send a list of changes to the Senate with the draft of the minutes. Additionally, a ballot will be created to allow part-time faculty to vote. Motion to approve: S. Frisbee (M. Sykes second) Passed unanimously

Changes to General Education Committee

- Previously: 5 elected faculty, one from each center
 3 at large members appointed by the VP for Learning & Academic Affairs
- Suggested: 6 elected faculty, one each from PSAT, SSPS, MNSC, ARTD, BCCS, and HUEN
 2 at large faculty appointed by the VP for Learning & Academic Affairs

Discussion: It was commented that the six departments suggested represent those areas that have most of the general education courses. The other three departments have very few, if any, courses that count towards general education. Motion to approve: A. Doughtie (G. Warchol second) Passed unanimously

Changes to College-Wide Curriculum Committee

Previously: 5 elected faculty, one from each center
2 at large members appointed by the VP for Learning & Academic Affairs

Suggested: 1 elected faculty, at large
2 elected faculty, one from each school (SSHS & BELA)
2 faculty, one appointed by the AVP of each school (SSHS & BELA)
2 at large faculty, appointed by the VP for Learning & Academic Affairs

Discussion: CWCC felt that to have one faculty representative from each department would cause the committee size to become unwieldy. A concern was expressed that there should be more elected faculty than appointed. Traditionally, the reason for the appointments is to provide balance in expertise, background, and perspective. Motion to approve: R. Santos (R. Spetka second) Passed (31 in favor, 1 opposed)

TRANSITIONING EXCELLENCE & RECOGNITION COMMITTEES TO THE EMPLOYEE RECOGNITION COUNCIL

A. Haines presented a proposal to move the recognition committees from the Senate to the Employee Recognition Council, primarily because these committees seem to better fit under the Council's purview, rather than the Senate's. Additionally, the Board of Trustees recently approved of a policy to ensure that these committees remain in place regardless of changes in administration. The Board policy, along with the full list of committees to be relocated, is attached.

A concern was expressed regarding the role of the Senate in the SUNY Excellence Awards committees, since the guidelines for the awards specifically mention that members of the committees are nominated by the governance leadership. A. Haines stated that the chair of the Senate will play the same role in those nominations.

A second concern was about the autonomy of the committees in their decision-making process, since these committees do not all use the same methods in determining their awards. D. Katz assured the Senate that the autonomy the committee chairs adhere to is determined by the SUNY Chancellor guidelines, so those parameters will not change.

Lastly, there was a question regarding elected members of these committees. It was stated that positions on these committees would remain on the Senate ballot, which already includes some items that are not Senate committees. Moreover, the majority of the membership on the recognition committees is made up of previous winners, who are not elected.

D. Kelly motioned to approve the transition and B. Scantlebury seconded. The motion passed with a unanimous vote.

COMMENTS/QUESTIONS FROM SENATE MEMBERS

A. Doughtie raised a question about the ID scanners used at the Core Workshop and at January Institute. It was understood that having your ID scanned was optional, but some members of the College community have reported feeling pressured to have their IDs scanned. In particular, the email sent regarding the Core Workshop made it sound obligatory to have your ID scanned.

D. Katz replied that the scanners are available at the Institute sessions only for those who would like to have their IDs scanned. Those who do not want their IDs scanned do not have to do so. Since the president asks all full-time employees to attend the Core Workshop, the scanners provide an efficient way for HR to keep track of

attendees. A sign-in sheet is also being provided at the Core Workshops for those who do not want their IDs scanned at these events.

Additional concerns about the scanners included resentment about over-monitoring, as well as the potential for the scanner transcripts to eventually be required for promotion. Other senators commented that they appreciate the scanner transcript as a way of keeping track of things. It was also noted that nobody can view anybody else's transcript, including supervisors.

ADJOURNMENT

D. Kelly moved and M. Sykes seconded, to adjourn the meeting. The meeting was adjourned at 3:56 p.m. by common consensus.

NEXT MEETINGS

The next meeting of the College Senate will be **Tuesday, March 7, 2017, at 2:30 p.m. in IT 225.**

The next meeting of the Senate Advisory Committee will be Monday, February 28 2017, at 3 p.m. in PH 304.

Respectfully submitted,
Anna Radlowski

SENATE AND COMMITTEE MEMBER UPDATES * ATTACHMENT 1
Changes to Membership of the College Senate

ARTICLE 3 –MEMBERSHIP

3.1 The College Senate shall be comprised of forty (40) voting members. Unless stipulated otherwise below, voting members shall be drawn from the full-time employees of the college. Any member of the College community, with the exception of the President and Vice Presidents, is eligible to become a voting member of the Senate

3.1.1 Elected Members: All elected members shall serve three-year terms

Number of Senators

Representative Area

5 9 There shall be one (1) full-time non-administrative senator representing faculty in each of the **nine departments** ~~centers~~, elected by the membership of those ~~centers~~ **department**.

~~Center for Arts & Humanities (CAAH)~~

~~Center for Language & Learning Design (CLLD)~~

~~Center for Life & Health Sciences (LAHS)~~

~~Center for Mathematics, Engineering, Physical Science &~~

~~Applied Technology (STEM)~~

~~Center for Social Sciences, Business & Information-~~

~~Sciences (BISS)~~

Art Department (ARTD)

Athletics, Physical Education and Recreation department (APER)

Business, Cybersecurity, and Computer Sciences (BCCS)

Education and Language Studies Department (EDLS)

Health Professions Department (HLTP)

The Department of Humanities (HUEN)

Mathematics and Natural Sciences Department (MNSC)

Physical Sciences, Engineering & Applied Technologies

Department (PSAT)

Social Sciences and Public Services Department (SSPS)

1 There shall be one (1) full-time faculty representative of the College Libraries to be elected by the membership of the College Libraries.

1 There shall be one (1) senator elected to represent adjunct faculty.

1 There shall be one (1) senator elected to represent the ~~assistant deans~~, associate deans, and ~~innovation leaders~~.

1 There shall be one (1) senator elected to represent the Rome Campus.

- 2 There shall be two (2) senators elected to represent the Student Affairs area.
- 2 There shall be two (2) senators elected to represent the Administrative Services area.
- 2 There shall be two (2) elected Senators representing the full-time classified staff.
- 7 8 There shall be seven (7) **eight (8)** elected Senators-at-large. **Five (5)-Six (6)** of the ~~seven (7)~~ **eight (8)** at-large Senators shall be full-time faculty. Two (2) at-large Senators shall not be full-time faculty.
- 1 There shall be one (1) Senator elected as a representative to the Faculty Council of Community Colleges. This senator shall be full-time faculty.
- 1 **There shall be one (1) elected senator representing part-time employees.**

3.1.2 Appointed Members: With the exception of student Senators, all appointed Senators shall serve three-year terms.

<u>Number of Senators</u>	<u>Representative Area</u>
5	There shall be one (1) full-time non-administrative senator representing faculty in each of the five centers, appointed by the Deans of those centers.
	Center for Arts & Humanities (CAAH)
	Center for Language & Learning Design (CLLD)
	Center for Life & Health Sciences (LAHS)
	Center for Mathematics, Engineering, Physical Science & Applied Technology (STEM)
	Center for Social Sciences, Business & Information Sciences (BISS)
5	There shall be one (1) senator appointed by the administrator in charge to represent each of the following areas of the College: Administrative Services; Learning and Academic Affairs; Student Affairs; Center for Community and Economic Development, Information Technology.
1	There shall be one (1) Senator appointed by the President of the College.
3	There shall be three (3) student senators appointed according to

procedures established by Student Government. Each of these students must have and maintain a 2.0 G.P.A. These Senators shall serve one-year terms

~~2~~ There shall be one (1) appointed senator representing part-time employees. This senator shall be appointed by the Chairperson of the College Senate.

3.1.3 Additional Members The holders of the following positions or their designees shall be ongoing members of the Senate:

- 1 Registrar
- 1 Director of Facilities and Operations

SENATE AND COMMITTEE MEMBER UPDATES * ATTACHMENT 2
Revised General Education Committee Charter

General Education Committee

Purpose: The purpose of the General Education Committee is to review and advise the College Senate on the rationale, aims, structure, policies, courses, and assessment pertaining to General Education and student competencies.

Charter Sponsor: College Senate

Charter Contact: Committee Chair

Membership

(12 Members)

- **PSAT Department (elected)**
- **SSPS Department (elected)**
- **MNSC Department (elected)**
- **ARTD Department (elected)**
- **BCCS Department (elected)**
- **HUEN Department (elected)**
- Library rep (elected*)
- At-Large Faculty (appointed by VP for Learning & Academic Aff.)**
- At-Large Faculty (appointed by VP for Learning & Academic Aff.)**
- Assessment Liaison (ongoing)
- Student Representative (As available)

*Elected members will be elected for a three-year term by members of their respective departments.

**Appointed positions should be made to maximize representation for SUNY Silos and are two – year appointments.

Chair must be elected annually by the committee

Does

- Recommend approval of courses identified for satisfying the general education requirements.
- Collaborate with appropriate constituencies to facilitate the assessment of student learning in the general education programs and competencies.
- Review on a periodic basis the MVCC general education and competencies requirements and recommend any changes.
- Monitor and assure coordination between MVCC and SUNY general education policies and procedures.
- Issue an annual written report, and make periodic updates and recommendations to the College Senate.

Does Not

- Make final determinations; determine policy; discuss contractual issues

Guiding Points

- Keep the College mission, with an emphasis on the student experience, front and center.
- Recognize there are multiple perspectives to each issue.
- Maintain communication with the Office of the VPLAA, Academic Departments, IEC, CWCC, DGV committee, and other appropriate parties.

SENATE AND COMMITTEE MEMBER UPDATES * ATTACHMENT 3
Revised College-Wide Curriculum Committee Charter

College-Wide Curriculum Committee

Purpose: The purpose of the College-Wide Curriculum Committee is to rigorously review those changes in curriculum proposed to the Committee and to evaluate their impact on students, curriculum, and the College as a whole and make recommendations to the appropriate parties.

Charter Sponsor: College Senate

Charter Contact: Committee Chair

Membership

(all are three-year terms)

- Faculty* - At Large (elected)
- Faculty* - representative of SSHS (elected)
- Faculty* - representative of BELA (elected)
- Faculty* -(appointed by AVP for SSHS)**
- Faculty* -(appointed by AVP for BELA)**
- Faculty* (appointed by VP for Learning & Academic Affairs)**
- Faculty* (appointed by VP for Learning & Academic Affairs)**
- Director of College Libraries or designee
- Director of Academic Systems or designee (non-voting)
- Executive Director of CCED or designee (non-voting)
- Registrar or designee (non-voting)
- Associate Dean of Student Enrollment and Advisement or designee (non-voting)

*Attention should be given to faculty schedules so as not to conflict with committee meeting times

** VPLAA is encouraged to appoint from unrepresented areas

*Chair must be elected annually by committee

Does

- Review all curriculum proposals and make recommendations directly to the VPLAA.
- Review and refine curriculum approval procedures.
- Develop communication systems regarding curriculum changes throughout the College.
- Recommend professional development opportunities regarding curriculum to the Employee Enrichment Council as needed.
- Make periodic updates and recommendations to the College Senate regarding committee actions.
- Submit annual written report to College Senate Submit reports

Does Not

- Make final determinations; discuss contractual issues

Guiding Points

- Keep the College mission with an emphasis on the student experience
- Help the College be responsive to changing community needs
- Consider the student experience and the relationship between curriculum structure, academic advising, and student success
- All members serve as liaisons to Center faculty in support of the curriculum development process

SENATE AND COMMITTEE MEMBER UPDATES * ATTACHMENT 4
Transfer of Recognition Committees – B.O.T. Policy & Committees to be Relocated

Board Policy

2028 Employee Recognition (approved 11.21.16)

The Mohawk Valley Community College Board of Trustees is committed to a comprehensive employee recognition program. The President shall oversee and facilitate a program of recognition that encourages excellence, innovation, teamwork, and commitment to students, community, and the organization as a whole.

Committees to be relocated

Chancellor's Award for Student Excellence Committee

Excellence in Adjunct Teaching Award Committee

Excellence in Classified Staff Service Award Committee

Excellence in Faculty Service Award Committee

Excellence in Librarianship Award Committee

Excellence in Professional Service Award Committee

Excellence in Part-Time Personnel Service Award Committee

Excellence in Scholarship/Creative Activities Award Committee

Excellence in Teaching Award Committee

SUNY Distinguished Teaching Professorship Award

SUNY Shared Governance Award Committee

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