

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

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, March 2, 2010, IT 225**

**Present:** D. Boyce, A. Broski, K. Capuana, N. Chrisman, J. DeWeerth, D. Elseth, S. Frisbee, K. Hartman, D. Hoffman, D. Horton, D. Ianno, B. Judycki, D. Katz, A. Light, M. McHarris, J. Maio, R. Musante, J. Palmer, M. Parry, R. Pucine, B. Quist, M. Radlowski, E. Searles, D. Skibitski, J. Smrtic, R. Spetka, R. Thomas, C. Way, D. Willner, J. Yager, and President R. VanWagoner.

**Student Senators:** J. Shumway and M. Vogt.

**Absent/Excused:** T. Barber, C. Domser, S. Getchell, D. McDermott, C. Miller, D. Nekritz, S. Perry-Zasa, T. Schink, S. Selden, S. Senior, and C. Svoboda.

**Guests:** T. Capraro, A. Doughtie, K. Evans-Dame, P. Fox, W. Perrotti, and N. Rosero.

**CALL TO ORDER**

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

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

An error was pointed out in the minutes, under Chairperson's report; it was Deb Bogan who was replaced by Allen Light, not Donna Skibitski. R. Spetka moved, and R. Thomas seconded, to approve the minutes as amended. The motion carried by common consensus.

**CHAIRPERSON'S REPORT**

D. Katz attended the Board of Trustees meeting in February, at which the trustees expressed concern that the community colleges in SUNY may have a "lesser voice," and were also concerned that the reduction in TAP combined with the increase in tuition may create an access crisis for students. D. Katz also announced that this semester there is an 82.7% fill rate—over 3,000 more "seats" being taught as compared to this time last year. Also, the number of continuing students is up 13%.

D. Katz announced that the Senate's suggestions on the Board of Trustees policies have been forwarded to the Cabinet. He also announced that the Senate's unanimous approval of the Governor's budget cuts was appreciated, and that as of this day seventeen out of thirty community colleges have sent similar resolutions. Lastly, he stated that the charter reforms have come to the Senate Advisory Council and will be brought to the Senate for approval at the April meeting.

**STUDENT CONGRESS REPORT**

M. Vogt that two students attended a student activity conference in Atlanta, Georgia, where they had a chance to book acts for the college. The Student Congress has revamped its bylaws to review how extra funds are allocated to groups. This will be voted on on March 11.

**PRESIDENT'S REPORT**

President VanWagoner said that meetings to discuss the Master Plan have occurred and will continue to be held, with the hope that the plan will be finalized by June. The plan covers ten to twenty years and includes smaller projects and improvements. He stated that he would like to revisit the appeals committees, which were not touched by the Cabinet and Senate Advisory Committee at last summer's

retreats. He is keeping a close eye on the budget situation in Albany, and hopes every year to improve MVCC's internal budget process.

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

None.

#### **FCCC REPORT**

E. Searles stated that those things she reported on at the last Senate meeting are continuing. She continues to get correspondence concerning the student transfer process within SUNY. A series of conferences are coming up on this issue.

#### **OLD BUSINESS**

Approval of new Senate membership composition bylaws post reorganization: Revised Articles 3 and 5 of the Senate Bylaws were presented for approval. B. Quist moved, and J. DeWeerth seconded, to approve the Bylaws. The motion carried with none opposed and no abstentions.

#### **NEW BUSINESS**

Formation of 2010 Senate Elections Committee: Vice Chair B. Quist will head up the committee. Senators who volunteered to be on the committee were D. Boyce, R. Pucine, N. Chrisman, A. Broski, D. Skibitski, and S. Frisbee.

Issues surrounding the "delete process": R. Thomas stated that there needs to be a process to delete students from the class roster so that new students can be added in. Instructors used to be able to do this, but now they can't. Currently, if a student is deleted from the class, the student's name remains on the class roster as if that student were still attending. R. Spetka responded that, once a student has been deleted from the class, a new student can be added in even though the deleted student's name still appears on the roster. R. Thomas responded that, if one's class is full, with 40 students, and one student is deleted from the class yet remains on the roster, and then a new student is added, that will make 41 students on the roster, which violates the union contract. N. Rosero stated that, according to the contract, 35 is the expected class size, and at 40 the college is expected to make every effort to create a new section. A. Broski added that class rosters are used to determine financial aid, which is why a student deleted from a class remains on the class roster. B. Quist suggested that this matter be sent to the Academic Policies Committee for their input. R. Thomas moved, and D. Horton seconded, this motion. The motion carried, with 16 in favor, 4 opposed, and 6 abstentions.

Screening committees: D. Katz stated that questions have been raised as to how the screening committees operate with regards to the 21 open faculty positions being offered. Kim Evans-Dame reviewed the hiring process. R. Thomas asked if each open position has its own screening committee. Kim responded that normally one position would have one screening committee, but because there are so many positions open at once, each committee is screening several positions. Candidates put forward by screening committees can be ranked. Screening committees are selected by the direct supervisor of the position to be filled. According to the manual left by Jerry Brown 5 to 6 members are recommended per committee. There is an automated application which screens for those who are not qualified; the applications of those who are marked as not qualified are still viewable to the screening committees. Currently MVCC's application is all on paper. However, an automated system will be brought on over the summer. Applicants will fill out an online application to which they can attach their resume and any other documents they would like. B. Quist asked why MVCC changed the terminology from "search committee" to "screening committee". Kim replied that search committees actively go out searching

for people, whereas a screening committee goes through applications. Therefore, the latter more accurately describes what MVCC's committees do. Screening committees are being formed now for positions that will begin in August, with the entire process expected to be completed by the end of the spring semester.

**ADJOURNMENT**

K. Capuana moved, and M. Parry seconded, to adjourn. The meeting was adjourned by common consensus at 3:45 p.m.

**NEXT MEETINGS**

The next meeting of the College Senate will be Tuesday, April 6, 2010, at 2:30 p.m. in IT 225.

The next Senate Advisory Committee meeting will be Monday, March 29, at 3:00 p.m. in PH 391.

Respectfully submitted,

Krista Hartman  
Senator and Recording Secretary