



Faculty Senate

Monroe Community College

March 15, 2018
Faculty Senate Meeting

PRESENT: B. Babcock, E. Basnayake, E. Baxter, L. Blew, M. Boester, A. Burns, B. Burritt, M. Cameron, A. Colosimo, T. Custodio, M. Dorsey, B. Ellis, K. Farrell, R. Fisher, J. Flack, A. Flatley, A. Freeman, B. Grindle, M. Harris, M. Heel, J. Hill, R. Horwitz, D. Lawrence, S. Lautenslager, K. Leite, J. Morelli, H. Murphy, J. Nelson, M. Pentz, E. Putnam, J. Scanlon, T. Schichler, J.C. Senden, C. Shanahan, C. Silvio, R. Straubhaar, G. Thompson, K. Tierney, M. Timmons, M. Vest, T. Vinci, J. Waasdorp, H. Wynn-Preisiche, L. Zion-Stratton
ABSENT: K. Borbee, J. Carson, M. Connolly, P. Emerick, D. Gasbarre, G. Milladge, A. Mallory, R. Pearl, W. Rotenberg, J. Santos, G. Thompson, J. Volland, J. Wadach, W. Wagoner
GUESTS: T. Perez, H. Wheeler, C. Mapes, R. Yule

Meeting called to order at 3:33 p.m.

1. Reports

a) Faculty Senate President

A. Colosimo made the following announcements:

Congratulations to the following Senators promoted:

- Anne Flatley – Professor
- Janet Waasdorp Professor
- Rebecca Horwitz –Associate Professor
- Corinne Shanahan – Associate Professor
- Kara Tierney – Associate Professor
- Joseph Scanlon – Assistant Professor

Open Door Mission PB&J Event

- Friday, March 23rd, 12-2 PM Downtown Rm 356
- Friday, April 13th, 12-2 PM Monroe A

Volunteers: Email hmurphy@monroecc.edu for a meeting request, if you'd like one sent to you
Monetary donations accepted

Faculty Behavior

A. Colosimo read the following portions of a memo she received from President Kress regarding Faculty behavior:

"A growing number of employees at colleges and universities across the country have been accused by current and former students of misconduct that ranges from alleged inappropriate comments to alleged Title IX and Civil Rights violations. Such allegations have also been reported at MCC.

In December and February, I asked Faculty Senate President Amanda Colosimo if the Faculty Senate could take a leadership role with the College in discussing the current context of expectations for faculty.

So, I write to you both today, in your roles as faculty leaders, and urge you to take an active role in sharing expectations about behavior and conduct-peer to peer-with your colleagues. While such allegations do not exclusively involve teaching faculty, they are the primary focus of complaints nationally and locally. Across the country and close to home, allegations involving inappropriate

behavior and conduct by faculty are having a consequential impact on the lives of students, faculty, and colleges.”

MCC has offered and will continue to offer professional development workshops on topics related to diversity, equity, and inclusion, such as the upcoming EEOC workshops, as well as fulfill its institutional Title IX compliance responsibilities.

A. Colosimo stated President Kress did discuss the issue with her however, she felt it was not a shared governance issue and had not previously brought it to the full Senate. Faculty are encouraged to attend upcoming EEOC events and other workshops offered (information in the Trib).

Discussion:

- There was discussion on the issue.

- A Senator explained Faculty have the right to have an FA representative attend any meetings they are asked to attend involving this type of issue. They also have the right to re-schedule a meeting if there is not reasonable amount of time given to have a rep attend.

Gallup Poll Q 12 Results:

A. Colosimo reviewed the result which can be found on the IR website.

b) Student Representatives

No report.

2. Action Items:

a) **Minutes from the March 1, 2018 Faculty Senate Meeting.** Motion to approve. Motion seconded.

Discussion: No discussion. **Motion passes.**

b) Curriculum Proposals:

M. Vest presented and summarized the following program revisions for approval (see attached summaries):

- | | | |
|---------------------|-----|---|
| • 2016-PR58-Spring | AA | Philosophy |
| • 2016-PR94-Spring | AAS | Office Technology - Office Administrative Assistant |
| • 2016-PR102-Spring | AAS | Public Safety Communications |
| • 2016-PR31-Spring | AS | Business: International Business |

No discussion. **Approved.**

The following will be Action Items at the March 29, 2018 Faculty Senate meeting:

Program Revisions

- | | | |
|---------------------|------|--|
| • 2016-PR95-Spring | AAS | Air Conditioning Technology: Heating and Ventilation |
| • 2016-PR103-Spring | AAS | Fire Protection Technology |
| • 2016-PR105-Spring | Cert | Addictions Counseling |
| • 2016-PR93-Spring | Cert | Agriculture and Food Studies |
| • 2016-PR62-Spring | AS | Health Studies |

c) NEG: Proposed Revisions to Faculty Senate Bylaws I-IV

M. Heel reviewed the proposed revisions. He explained there were two open forums held with no additional feedback received. The next step is for the Faculty Senate to vote to move the proposed revisions to a full faculty vote. There was discussion and questions clarifying the process. He thanked C. Shanahan and T. Schichler for assisting with the Downtown Campus forum.

Motion to hold a full faculty vote on the proposed revisions. Motion seconded. No further discussion. **Motion passes.**

d) APC: Proposed Revision to Faculty Senate Resolution 1.10 – Course Information Sheet

R. Fisher stated after discussions with Provost Wade, the proposed revisions have been withdrawn and Faculty Senate Resolution 1.10 will remain as written and approved in the spring 2018.

e) Memo on Suspension of Faculty Initiated Withdrawals

A. Colosimo reviewed the revised the additional edits. Motion to approve the memo to be sent to the Board of Trustees and President Kress. Motion seconded. No further discussion. **Motion passes.**

f) FCCC: Resolution in Support of Restoration of Child Care Funding ASA3: 2017 – 2018

A. Colosimo explained the upcoming budget will be reducing child care funding for students, the FCCC is asking for endorsement of the Resolution which asks for the funds to be restored. Motion to support the Resolution. Motion seconded. No discussion. **Motion passes.**

g) Policy Review:

Animals at the College

A. Colosimo reviewed the suggested updated edits from J. Morelli. There was discussion and clarification on the revisions. After a straw poll, it was agreed to table the vote until Senators and constituents can review the updated version. There will be a vote at the March 29, 2018 Faculty Senate meeting.

3. Future Action Items:

a) APC: Proposed Revision to Faculty Senate Resolution 1.9.4 – Academic Grievance Procedure

R. Fisher stated after discussion the APC has agreed not to make any additional change to the Resolution regarding faculty's ability to appeal a decision in the grievance process. R. Fisher will be following up on the issue which is addressed in the contract.

There will be a vote to approve the proposed amended Resolution as posted on the FS Blackboard at the March 29, 2018 meeting.

b) Shared Leadership Coordinating Council Bylaws (SLCC)

A. Colosimo stated there will be additional edits and a revised version will be posted to the FS Blackboard for review.

c) Policy Review:

Policy on Relationships of Power between College Employees and Students formerly known as the Policy on Consensual Relationships

A. Colosimo explained she met with M. Fingar and K. Lowe to clarify the goal and plan for the proposed Policy resulting in an updated version. She reviewed the revised version. There was discussion and questions clarifying the proposed policy. Senators should share with their constituents to obtain any additional feedback.

Procurement Policy and Procedure

A. Colosimo has received feedback and will post an updated version on FS Blackboard for review.

Surplus Property Policy and Procedure

A. Colosimo has received feedback and will post an updated version on FS Blackboard for review.

4. Old Business

There was no old business discussed.

5. New Business

a) Policy Portal

A. Colosimo explained the current process for Policy review. A proposed/revised policy is forwarded to the Faculty Senate for feedback. The Faculty Senate then reviews, offers feedback and votes on

the revisions. A memo is then forwarded to Administration summarizing the feedback and/or an edited version of the policy.

A. Colosimo met with J. Frisch for a demo on the Policy Portal. The rationale for forming the portal is to allow a person to forward feedback on a policy if they are not feel comfortable sharing with their Senator. Also this will hopefully improve the timeframe for policy review. A. Colosimo suggested requiring a person logging in to select a constituency groups if they are faculty, staff, administration, student etc. J. Frisch will receive the feedback and prepare an Executive Summary to each constituent's group (FS, Support Staff, SGA/SEGA, etc.). A. Kress supports this feature.

There were discussion and questions regarding the process. A. Colosimo summarized the following:

- a timeframe expectation will be given when policies are forwarded
- stagger policy review so they are not received all at once
- will be for College wide policies only
- Not live yet
- Log in required similar to the Curriculum Database format
- Faculty Senate policies will remain within Faculty Senate purview

b) Lockdown discussion

A. Colosimo started the discussion by asking for feedback on what was learned from the lockdown drill in order to provide feedback to the T. Perez, Chief of Public Safety, who was present at the meeting to answer questions.

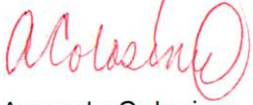
The following is a summary of the feedback provided:

- A Senator offered an example of a room is Building 19 which is all window. It was suggested to have building/room specific instructions. T. Perez explained there will be a Brown Bag session which will provide training. He explained they are currently checking the set up for every door on campus which have many different set ups. They are currently identifying the issue so there can be a more specific plan. He does not like the room which can only be locked from the outside with a key.
- Suggestion that consideration be taken for locker rooms and/or other rooms not typically monitored by faculty/staff.
- T. Perez explained the alert system is complicated but the plan is to do their best to let everyone know where the threat is in order to allow for preparation if possible.
- Students in the Marketplace were funneled into the Library. It was suggested to have a place closer to the areas such as Monroe A and B.
- A Senator suggested carrying a doorstop so it can be used under the inside of a door in case of an emergency.
- Suggestion to have better information on the staffs' responsibility for students in the vicinity. T. Perez explained there will be training for students on ways they can secure themselves. He suggested everyone should review the 4 minute video on the website for some good information.
- It was suggested there needs to be more drills. T. Perez agreed practicing will help during stressful situations.
- There was discussion on calling 911 and 2911 (public safety emergency). T. Perez offered suggestions for when alerts are received when not on campus. He also explained the alert system and the changes they will be making to ensure the alert does not go out on social media.
- Since faculty teach in different rooms throughout the days/semester, it was suggested faculty have discussions with their student each semester on what they would do in an emergency.
- A Senator expressed concern that student's were frustrated over faculty not know what to do in the emergency.
- T. Perez reviewed what happened during the 7 minutes from the time the alert when out until the all clear was received. He explained the errors and how they are working to improve the process.

- A. Colosimo thanked T. Perez for attending the meeting. T. Perez thanked the Faculty Senate for their input and encourage any additional feedback be forwarded to him.

Meeting adjourned at 4:52 p.m.

Respectfully submitted,



Amanda Colosimo
President
Faculty Senate



Heather Murphy
Secretary
Faculty Senate Executive Committee

Minutes approved at the March 29, 2018 Faculty Senate Meeting.



**Curriculum Committee Report
Faculty Senate Meeting
March 15, 2018**

Action Items, 3/15/2018

Program Revisions

2016-PR58-Spring	AA	Philosophy
<ul style="list-style-type: none"> • Added MCC-TL elective • Changed SUNY-FL requirement to SUNY-FL OR SUNY-SS • Changed HMN 220 AND HMN 221 to HMN 220 OR HMN 221 • Program Electives: added program elective in semester 3 • SUNY-NS 4 credit to SUNY-NS 3-4 credits • ENG 230 replaces ART 121 • PHL 250 replaced with Open Elective • Credit hours reduced from 62-63 to 60-63. 		
2016-PR94-Spring	AAS	Office Technology - Office Administrative Assistant
<ul style="list-style-type: none"> • Removed OFT 110 • Required students to complete SPC 141-Interpersonal Speech Communication • Added two SUNY GER Electives in place of other requirements. • Required SOC 101 • Required either ENG 250 or SPC 143. • Added choice of ACC 130 to ACC 101 • Removed Literature Elective. • Total credits reduced from 64 to 62. 		
2016-PR102-Spring	AAS	Public Safety Communications
<ul style="list-style-type: none"> • Math requirement has been revised to exclude MTH 104 and MTH 141; note added to require MCC-QL Mathematics course. • Require SOC 101 instead of Social Science elective • Require SUNY-NS instead of Natural Science elective • Require SUNY-GER elective instead of liberal arts elective • Choice of SPC 144, ENG 250 or SUNY-FL elective replaces SPC 241 • Add ENG 200 as a choice in the Fire and EMS Dispatcher track 		
2016-PR31-Spring	AS	Business: International Business
<ul style="list-style-type: none"> • Open elective replaces MCC-SSD elective • PHL 101, 103, 105 or 250 required • SUNY-NS Elective 3 credits to 3-4 credits • BUS elective changed to BUS 204 or BUS 208 or BUS 220 • Replaces Business Program Elective with recommended courses required • Removed the MCC-SSD elective in semester 4 • One of the Open Elective credits from 3 credits to 2-3 credits • Total credits reduced from 64 to 60-62 		

Future Action Items, 3/29/2018:

Program Revisions

2016-PR95-Spring	AAS	Air Conditioning Technology: Heating and Ventilation
2016-PR103-Spring	AAS	Fire Protection Technology
2016-PR105-Spring	Cert	Addictions Counseling
2016-PR93-Spring	Cert	Agriculture and Food Studies
2016-PR62-Spring	AS	Health Studies