



Faculty Senate

Monroe Community College

March 1, 2018
Faculty Senate Meeting

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

ABSENT: M. Connolly, B. Ellis, D. Gasbarre, H. Holevinski, J. Morelli, R. Pearl, J. Wadach, W. Wagoner

STUDENT REPRESENTATIVE: A. Waight- Morabito

GUESTS: B. Gizzi, T. Graney, L. Holmes, T. Keys, A. Leopard, N. Pares-Kane, A. Wall, A. Wade, H. Wheeler

Meeting called to order at 3:32 p.m.

1. Reports

a) Faculty Senate President

Open Door Mission PB&J Event

- Doodle Poll emailed – Senators and constituents are asked to fill out to get an idea when to hold the event(s). K. Farrell will have her students color the brown bags.

2nd Request for Feedback

- MCC Report on Diversity, Equity and Inclusion; email acolosimo@monroecc.edu

Policy Portal:

- Nothing has changed in re: to Senate processes
She explained it is going to be a way anyone at the College can make comments on policies.
She pointed out feedback from constituents can be sent to her or senators anonymously as well.
It was the suggestion of the BOT.

Salary Equity Calculations – Constituents are encouraged to go to the FA if they received the form.

There have been many reported errors.

- Friday March 2, 12-2 Brighton FA Office, 7-205
- Monday March 5, 12-3 Downtown FA Office, 561E
- Tuesday March 6, 9-11 Brighton FA Office
- Wednesday March 7, 12-4 Brighton FA Office

Upcoming Dates to Know

- BoT Meeting: 3/5 @ 4 PM Downtown (High Falls A/B)

b) Student Representatives

SGA Update (A. Waight-Morubito)

- Gave an update on events during Black History Month
- Working on research to provide feedback on Academic Calendar to Administration

A Senator asked for more information. A. Waight-Morubito explained the students preferred Calendar Option A. They found Calendar Option B more confusing and did not like final exams so close to the Christmas Break. He explained students were surveyed by members of SGA walking the halls/classrooms with the information and asking students preferences.

c) **Standing Committee Reports**

Academic Policies (R. Fisher)

- Proposed revisions to FS Resolutions 1.9.4 and 1.10 will be future action items.

Curriculum Committee (M. Vest)

See attached report.

NEG (M. Heel)

No report.

Planning (P. Emerick)

- There have been seven (7) proposals submitted for Strategic Planning Grant Initiative. The Committee will begin its review of the applications.

Professional Development (J. Scanlon)

- All PD Week proposals received and the committee will now begin to work on the schedule.

- Legacy nominations and professional leave applications are due on Friday, March 2nd.

- Hanson and Professional Service Award nominations are due on April 2nd.

SCAA (A. Flatley)

- The following searches are ongoing:

- Director of Library
- Director of Schools
- AVP Curriculum
- Chief Diversity Officer
- Director of Admissions
- Director of Advisement
- Director Pre-Colligate Partnerships
- Director of Student Financial Aid Operations

- GEIS Reorganization Open Forum was on February 28 at noon – 1:00 in 9-134.

2. **Action Items:**

a) **Minutes from the February 8, 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:

- 2016-PR50-Spring AS Global Studies
- 2016-PR81-Spring AS Theatre Arts
- 2016-PR97-Spring AS Homeland Security
- 2016-PR96-Spring AAS Surgical Technology
- 2016-PR85-Spring AS Fine Arts
- 2016-PR88-Spring AS Commercial Art and Illustration
- 2016-PR99-Spring AS Addictions Counseling
- 2016-PR84-Spring AS Communication And Media Studies
- 2016-PR90-Spring AAS Visual Communication Technology: Photography-Television
- 2016-PR92-Spring AAS Entrepreneurial And Applied Business Studies
- 2016-PR69-Spring AS Cinema and Screen Studies
- 2016-PR104-Spring AS Fire Protection Technology

No discussion. Approved.

The following will be Action Items at the March 15, 2018 Faculty Senate meeting:

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

c) APC: Proposed Revisions to Faculty Senate Resolution 1.2.6 – Information on Diploma

R. Fisher reviewed the proposed amendment. Motion to approve the changes. Motion seconded. No further discussion. **Motion passes.**

d) Policy Review:

- **Shared Governance Policy**

A. Colosimo reviewed the proposed edits based on feedback from constituents. Motion to support the policy with the addition of the edits. Motion seconded. No further discussion. **Motion passes.**

- **Nepotism Policy**

A. Colosimo reviewed the proposed edits based on feedback from constituents. There was discussion and suggestions for additional minor edits. Motion to support the policy with the edits along with minor changes as proposed. Motion seconded. **Motion passes.**

- **Policy on Consensual Relationships**

A. Colosimo summarized the feedback she received. There was discussion on the proposed edits including the difference between the relationships such as Faculty with Faculty/Faculty with Student. Based on the discussion there are three options to propose as edits:

- Separating into two separate policies
- Separate paragraphs within in the same Policy
- Suggest both in a memo outlining the feedback and not wordsmithing specific language

Discussion:

There was additional discussion on the rationale for the proposed Policy. Motion to table the policy review until A. Colosimo can follow up with M. Fingar to gain clarity on the rationale for the proposed Policy. Motion seconded. No further discussion. **Motion passes.**

3. Future Action Items:

a) Shared Leadership Coordinating Council Bylaws (SLCC)

A. Colosimo began by explaining SLCC was formed when M. Ernsthausen was Faculty Senate President as a way to improve and increase communication between the groups. Serving on the Council there are two representatives from the FS, FA, CSEA, Students (SGA/SEGA), Support Staff, Administration, and recently a Board of Trustees members as guest. The current SLCC Bylaws were approved by the Faculty Senate as a working document with the intention to be able to offer edits in the upcoming year. She explained each group represented in the SLCC is currently reviewing the Bylaws. She reviewed the suggested edits and asked Senators to discuss it with their constituents forwarding any additional feedback to her.

A. Wade asked for clarification explaining it is unusual for a group to be proposing revisions to a different group's bylaws. A. Colosimo explained the groups are reviewing and suggesting edits since they are part of the constituency of SLCC. She offered the example of the FS standing committee groups within Faculty Senate suggesting edits to the FS Bylaws.

There will be a vote to support the proposed amendments at the March 15, 2018 Faculty Senate Meeting.

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

M. Heel reviewed the proposed revisions along with the rationale for the changes. He addressed several questions clarifying the proposal.

As part of the process open forums has been scheduled for the following dates/times:

- Tuesday, March 6 2:00 to 3:00 p.m. at the Downtown Campus (Room DC-400)
- Wednesday, March 7 noon to 1:00pm at the Brighton Campus (Room 9-132)

He will update the information on the FS Blackboard Organization to include a marked up version and rationale for the changes. There will be a vote to support the changes to Article IV along with a vote to ratify Article I-III. Subsequently, there will be a college wide vote.

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

R. Fisher reviewed the proposed changes. A. Colosimo explained she received feedback from a constituent regarding Faculty's ability to appeal a decision through grievance process outlined in the Resolution. R. Fisher agreed to table the discussion and vote so APC can look into the request.

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

R. Fisher stated the Faculty Senate approved change to FS Resolution 1.10 in fall 2017. Upon review by Administration, the Vice Presidents recommended listing the policies which will be on Blackboard for student acknowledgement. There was discussion and feedback from Senators:

- When policies change it will require an update to the FS Resolution
- Seems redundant since the policies will be listed on Blackboard
- Suggestion to align the names of the policies on Blackboard to the actual name of the policies

There was discussion and clarification from L. Holmes and A. Wade. More information on the rationale for the change will be provided.

There will be a vote to support the amendment at the March 15, 2018 Faculty Senate Meeting.

e) Memo on Suspension of Faculty Initiated Withdrawals

A. Colosimo explained an updated version based feedback will be sent out to Senators. There will be a vote to support the memo at the March 15, 2018 Faculty Senate meeting.

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

A. Colosimo explained the upcoming budget will be slashing child care funding for students, the FCCC is asking for endorsement of the Resolution which asks for the funds to be restored. There will be a vote to support the amendment at the March 15, 2018 Faculty Senate Meeting.

g) Policy Review:

- **Animals at the College**

A. Colosimo reviewed the suggested updated edits from J. Morelli. There was discussion on additional edits. She encouraged Senators to forward additional feedback to her.

A. Colosimo has received feedback on the following and will post updated version on Blackboard:

- **Procurement Policy and Procedure (new)**
- **Surplus Property Policy and Procedure (new)**

4. Old Business

There was no old business discussed.

5. New Business

- a) R. Babcock gave an update on the following:
 - AAWCC Dialogue Event to discuss the Basic Needs Insecurities of students held on March 13 at 12:00 in Monroe B (Brighton) and March 21 in High Fall A&B (Downtown)
 - Food cupboard opening & looking for donations – look for more information in the Trib
- b) Friends of Daniel Art show from 5:00 – 7:00 following the FS Meeting
- c) C. Shanahan asked to send any emerging students interested in peer leadership to the student governance offices. She also announced student government leader Daniel Skerritt was awarded one of the SUNY Chancellors Award. The Faculty Senate extended their congratulations.
- d) A. Colosimo reported she along with M. Vest met with President Kress and Provost Wade. They were told the aggregate results to the Gallup Poll will be posted on the IR website. The College is committed to the survey until 2021 since it is linked to the Strategic Plan.

Meeting adjourned at 4:44 p.m.

Respectfully submitted,



Amanda Colosimo
President
Faculty Senate



Heather Murphy
Secretary
Faculty Senate Executive Committee

Minutes approved at the March 15, 2018 Faculty Senate Meeting.



Curriculum Committee Report Faculty Senate Meeting March 1, 2018

Curriculum Committee has given approval to:

Program Revisions

2016-PR50-Spring	AS	Global Studies
2016-PR81-Spring	AS	Theatre Arts
2016-PR97-Spring	AS	Homeland Security
2016-PR96-Spring	AAS	Surgical Technology
2016-PR85-Spring	AS	Fine Arts
2016-PR88-Spring	AS	Commercial Art And Illustration
2016-PR99-Spring	AS	Addictions Counseling

General Education Courses

Nicole Amendolare-11/07/2016-GE-1	EMS 110	Emergency Medical Technician
Evelyn Zale-11/29/2016-GE-3	FSA 230	International Cuisine: Advanced Food Prep
Catharine Smith-11/13/2017-GE-1	ENG 118	Perpetrators, Victims, and Bystanders: Literature of Genocide - WR
Jason Szymanski-11/23/2016-GE-4	GEO 203	Geomorphology
Mark Harris-10/26/2016-GE-1	MTH 141	Technical Mathematics II
Karen Coffey-11/13/2016-GE-1	SPC 141	Interpersonal Speech Communication
Christopher Kumar-05/22/2017-GE-1	PHY 105	Automotive Physics
Jason France-11/28/2016-GE-4	PSC 100	Public Safety Telecommunicator
Paulette Peterson-10/12/2016-GE-1	XRT 151	Orientation/Clinical Education I
Christopher Kumar-02/15/2017-GE-1	PHY 141	Radiographic Physics

Course Deactivation

2016-CD135-Spring	SOC 211	Sociology of Work
-----------------------------------	---------	-------------------

Course Revisions

2016-CR164-Spring	CLT 100	Introduction to Medical Laboratory Technology
2016-CR165-Spring	CLT 140	Immunology

New Courses

2016-NC30-Spring	CLT 204	Clinical Microbiology I
2016-NC29-Spring	CLT 205	Clinical Microbiology II
2016-NC31-Spring	ENG 286	Communicating Your Professional Identity

The Curriculum Committee has approved the following proposals for posting until 2/27/2018:

Program Revisions

2016-PR84-Spring	AS	Communication And Media Studies
2016-PR90-Spring	AAS	Visual Communication Technology: Photography-Television
2016-PR92-Spring	AAS	Entrepreneurial And Applied Business Studies
2016-PR69-Spring	AS	Cinema And Screen Studies
2016-PR94-Spring	AAS	Office Technology - Office Administrative Assistant
2016-PR104-Spring	AS	Fire Protection Technology

General Education Courses

David Shaw-01/25/2017-GE-2	MUS 101	Music Appreciation
Paul Brennan-12/07/2016-GE-1	TAM 105	Machine Project Laboratory
Anthony Leuzzi -10/19/2016-GE-25	ENG 230	Mythology

New Courses

2016-NC32-Spring	FPT 260	Contemporary Issues in the Fire Service
----------------------------------	---------	---

Course Deactivations

2016-CD137-Spring	MET 105	Machine Design Theory I
2016-CD138-Spring	MET 106	Machine Design Theory II
2016-CD139-Spring	MET 204	Manufacturing Processes II
2016-CD141-Spring	OPT 233	Advanced Dimensional Measurement
2016-CD142-Spring	TEK 200	Laboratory Data Preparation and Analysis with MathCad

The following proposals are posted until 2/20/2018, which falls during Winter Break. Provided no comments are recorded during the posting period, Curriculum Committee has given provisional approval to:

Program Revisions

2016-CR166-Spring	HUM 220	Working with Clients Post-Incarceration
2016-CR181-Spring	COM 204	Audio Production
Sandra McCormack-10/06/2016-GE-1	BUS 220	Applied Business Applications