Faculty Senate
Monroe Community College

April 7, 2016
Faculty Senate Meeting

PRESENT: E. Baxter, S. Broberg, L. Carson, A. Colosimo, T. Custudio, P. Emerick, M. Ernsthausen, R. Fisher, A. Flatley, M. Heel, R. Horwitz, A. Hughes, G. Lynch. J. Mahar, H. Murphy, E. Putnam, M. Redlo, J. Scanlon, T. Schichler, C. Senden, C. Shanahan, K. Tierney, M. Timmons, T. Vinci, J. Waasdorp, W. Wagoner
ABSENT: R. Babcock, J. Chakravarthy, T. Conte, M. Dorsey, K. Farrell, S. Farrington, H. Fox, D. Gasbarre, B. Gizzi, B. Grindle, J. Hill, S. Kinel, A. Knebel, D. Lawrence, T. Leuzzi, J. McPhee, D. Mueller, P. Oettinger, R. Pearl. L. Pierce. D. Rivers, K. Rodriguez, R. Rodriguez, J. Salsburg-Taylor, J. Santos, G. Thompson, R. Watson, J. Wilson, A. Zamiara, L. Zion-Stratton
STUDENT REPRESENTATIVE: N. Simmons
GUESTS: J. Frater, T. Keys, A. Leopard, N. Simmons, M. Witz

Meeting called to order at 3:40 p.m.

1. **Action items:**
    Due to the lack of quorum the following were tabled until the April 21, 2016 Faculty Senate Meeting:
    a) The Minutes from the March 17, 2016 Faculty Senate Meeting
    b) Curriculum Committee:
        3 Program Revisions:

2016-PR3-Spring	AS	Mathematics
2016-PR2-Spring	AS	Theatre Arts
2016-PR4-Spring	Cert	Mathematics

        1 Program Deactivation:
           2016-PD1-Spring AA Liberal Arts & Sciences: Humanities
    c) Curriculum Report: Information Literacy Committee Report
    d) Proposed 6.2 Password Policy

2. **Announcements (M. Ernsthausen)**
    a) March 21st Social Lunch
        - 10 people attended
        - Next Social Lunch is Monday, May 2 from Noon – 1 pm in Monroe A
    b) Ad Hoc Job Description Committee
        - Two meetings: March 21st and April 5th
        - Finalized Academic Dean and Dean of Curriculum and Program Development job descriptions
        - SCAA will be sent both the job description and job postings
    c) Learning Centers
        - Michael Viele and I met with Terry Keys to discuss student concerns
        - Electronic Learning Center open on Saturday mornings 8 am - noon
    d) Board of Trustees – Budget Workshop
        - National Trends in the defunding of Public Higher Education
        - NYS was down 1/3 from last year

- Approved state budget includes $100/FTE increase to base aid
- MCC proposed budget includes a $300/yr increase in tuition (up to $4100 per year)
- Still puts MCC near the bottom for NYS CC
- Trustees very engaged

e) Board of Trustees – Business Meeting
   - Meetings about Library and learning Centers
   - Working with Melissa Fingar on Intellectual Property Policy
   - Sent policy to Karen Morris for feedback
   - EC discussed her feedback and sent to Melissa
   - Talked about the Non-contract employees 1.75% raise

f) Coordinating Council
   - Met April 5th
   - Very productive discussion
   - Planning to have a document for review by early May
   - Will be asking for endorsement from the parties involved
   - Next meeting 4/19

g) Visit of Hillary Clinton on Friday, April 8th
   - Please do not cancel classes
   - Event occurring at 6 pm, doors open at 4 pm

h) Important Faculty Senate Dates
   - Next EC meeting is April 14th
   - Next Full Senate meeting on April 21st in Monroe B
   - Social Lunch on Monday, May 2, 2016 from Noon – 1 pm in Monroe A

3. **Student Announcements**
Nuri Simmons, President of SEGA, made the following announcements:
- Event support – He asked for support from faculty for Student Government events and meetings by making an announcement
- Faculty have not been posting grades in Blackboard; this would make it easy for students to see their grades and know how they doing in their courses
- Asking for leniency when there are students involved in some events to be allowed to leave class early to make the event as well as offer extra credit to students involved in an event (e.g. sitting on a panel during an event)
- Would like SEGA and faculty to work closer together

4. **Standing Committee Reports**
In order to allow more time for discussion during the meeting, the standing committee chairs submitted their reports for Senators to review prior to the meeting. Questions and/or comments were taken regarding the following reports, as noted. NOTE: Due to the change in the Faculty Senate meeting schedule, not all standing committees will have a report at each meeting.

Academic Policies (J. Mahar)
J. Mahar reports the following:
- Meeting with Provost about issues in 2018-19 Academic Calendar, changes must be made to meet standards of seat time. Several options were proposed, once options are clarified, open forums and survey to be conducted.
   Dates for Open Forums:
      DCC: April 20th from noon – 1:00 in Community Room 4-193
      ATC: April 27th from noon – 1:00 in Room 149
      Brighton: April 29th from noon – 1:00 in Empire Room
- Received updated data on the number of times students repeat courses, will look at the data to determine if further actions need to be taken.
- Awaiting data from IR on possible changes to Add/Drop Period Process.
- Ongoing topics of discussion: Continuing discussions on Academic Grievance Procedure (Resolution 1.9.4)

Additional discussion: M. Redlo asked Dr. Wade if there were similar issues at Broome regarding shortened class time. She offered several suggestions including meeting for more days, increasing seat time for individual classes during the semester, finals weeks became an instructional week (meet to give a final or additional instruction). She discovered the academic calendar is not in compliance with SUNY and Middle States.
- J. Mahar stated he will send out the proposed versions to Senators once they have been finalized by the Committee.

Student Affairs (J. Mahar)
J. Mahar reports the following:
- Continuing work on an Academic Honor Code

Curriculum (E. Putnam)
E. Putnam reports the following:
- The Curriculum Committee has given final approval to:
  2 Program Revisions:
      2016-PR3-SpringAS   Mathematics
      2016-PR4-SpringCert   Mathematics
  1 Program Deactivation:
      2016-PD1-SpringAA   Liberal Arts And Sciences: Humanities
  3 Course Revisions:
      2016-CR15-Spring   CRC 201   Introduction to UNIX
      2016-CR16-Spring   NUR 150   Application of the Nursing Process
      2016-CR17-Spring   POS 206   International Politics
  3 Course Deactivations:
      2016-CD2-Spring   MAS 120, 130, 140, 150, 210, 220, 230, 240, 250, 260, 900
          Cleaning up courses that haven't been offered in a long time due to deactivated program but were still lurking in the database.
      2016-CD3-Spring   GEO 133   Ancient Life
      2016-CD4-Spring   GEO 201   Invertebrate Paleontology
  1 Course Learning Outcome Revision:
      2015-CO23-Fall BUS 275   Business Cooperative Education
- The Curriculum Committee has posted for faculty review until 4/5/16:
  2 New Courses:
      2016-NC1-Spring   CIS 123   A+ Guide to Computer Hardware: Technical Support
      2016-NC2-Spring   CIS 124   A+ Guide to Computer Software: Technical Support
  4 Course Revisions:
      2016-CR19-Spring   CIS 209   Systems Analysis and Design
      2016-CR20-Spring   CIS 211   Applied Database Concepts
      2016-CR21-Spring   CIS 221   Applied Database Concepts with an Oracle Database
      2016-CR23-Spring   ENG   ENG 233, ENG 243, ENG 253, ENG 263, ENG 273

NEG (M. Heel)
M. Heel gave the following report:
- The Faculty Senate elections will be held in May.
- The Committee is working on proposed revisions to the Faculty Senate Bylaws for formalizing the language to accommodate the reconfiguration of the areas which was temporarily passed during last spring.
- M. Ernsthausen announced Article X, Section 5 was approved by the BOT at on April 4, 2016.

Planning (P. Emerick)
P. Emerick reports the following:
- The 2017-2021 Strategic Plan Leadership team is currently on schedule with the established timeline. Interviews with external stakeholders are being scheduled and conducted.

- Planning has reviewed all Strategic Planning Grant submissions. Recommendations were reviewed with President Kress and she approved recommendations put forward by the committee. Once grant recipients have been notified there will be an announcement in the Tribune.

Professional Development (A. Colosimo)
A. Colosimo reports the following:
- The Committee is pleased to announce that Professors Mike Goho and Lynn Bartholome have agreed to speak at the Carmen Powers Legacy Lecture on Friday, April 22 at 2 PM in the Forum
- The committee interviewed applicants for Leaves for the Benefit of the College and is in the process of writing recommendations for administration.
- All Professional Development Week applicants have been contacted with dates, times, and locations for workshops, training, and panel discussions. When the schedule has been finalized, it will be advertised to the college community.
- The committee is accepting electronic applications for both the Hanson Award for Excellence in Teaching and the MCC Award for Excellence in Professional Service until noon on Friday, April 15. Applications can be send to Amanda Colosimo at acolosimo@monroecc.edu and details are available on the Senate Website: http://web.monroecc.edu/FacultySenate/awardsandleaves

SCAA (A. Flatley)
A. Flatley reports the following:
- The Committee received the response from the Vice Presidents regarding the Division Reorganizations and it was sent out to Senators to share with their constituents.
- Eileen Wirley has been hired as Chief Information Officer and Associate Vice President, Technology Services.
- The Director of Grants search is still ongoing.
- The Committee has met with Institutional Research to plan for the survey required for the Dean searches
- There will be four (4) dean searches beginning soon.
  The following will be posted and searches completed by June:
  - Dean for School of Social Sciences & Global Studies and School of Arts & Humanities
  - Dean for School of Community Engagement & Development and School of Business, Hospitality & Entrepreneurism
  The following will be posted and searches completed in the fall 2016.
  - Dean of Academic Foundations
  - Dean of Curriculum and Program Development.

5. **Old Business**
   M. Ernsthausen reviewed the information sent out to the Senators on the process proposing and reviewing proposed policies and/or procedures. The process can be found on the following website page: http://www.monroecc.edu/depts/policy/?a-zindex

6. **New Business**
   a) J. Scanlon addressed a concern he received from a constituent regarding having to choose between a bookcase or a filing cabinet for their new downtown office. P. Emerick stated he would discuss this issue with B. Cunningham.
   b) M. Timmons asked for clarification on how many incorrect password attempts a user can have before they are locked out of their account. The proposed 6.2 Password Policy states ten (10) attempts however, students have stated it is only five (5) attempts. M. Ernsthausen will follow up with D. Lane to verify.

Meeting adjourned at 4:21 p.m.

Respectfully submitted,

Mark Ernsthausen
President
Faculty Senate

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at April 21, 2016 Faculty Senate meeting.