



Faculty Senate Meeting January 31, 2013

PRESENT: C. Abbott (President), K. Aquila, R. Babcock, D. Burke (Secretary), N. Christensen, J. Cottrell, K. Doyle, B. Edelbach, P. Emerick, M. Ernsthausen, S. Farrington, M. Fine, K. Mooney-Graves, E. Grissing, M. Heel, D. Hennenberg, M. Kachaluba, J. Kucich, E. Lanzafame, J. Mahar, S. McCormack, J. McPhee, M. Meyer, M. Ofsowitz, J. Oriel, P. Peterson, E. Pierce, H. Pierre-Philippe, E. Putnam, J. Santos, P. Sarantis, T. Schichler, D. Shaw, J. Smith, H. Williams, M. Witz, H. Wynn-Preische

ABSENT: A. Bauer, J. Case, K. Chin, A. Conte, B. Ellis, G. Fazekas, D. Navarro, D. Olaode, M. Oliver, C. Silvio, A. Wilson

GUESTS: D. Blackburn, C. Clarke, C. Cooper, C. Downing, D. Dwyer, J. Iuzzino, K. Jenkins, M. Maher-Garcia, K. McKinsey-Mabry, A. Kress, D. Moore, S. Salvatore, B. Smith, H. Murphy, T. Vinci, R. Rodriguez

Meeting called to order:

1. Update from Academic Leadership: President Kress

C. Abbott introduced President Kress stating that the Executive Committee had met with her on January 18, 2013 in an effort to improve communication between the Faculty and the Academic Leadership. President Kress offered to attend the Faculty Senate meeting and give an update on important issues that impact MCC.

President Kress addressed the following issues:

Campus Security: Academic Leadership is fully aware of the concerns that the teaching faculty are having concerning safety on campus. The main focus will be on preparation and this will be done through a series of college gatherings, table top discussions and professional development opportunities. Faculty need to think about their own surroundings and how they may react in an emergency situation. The goal is be prepared and she is planning to have the college wide initiatives to start before February break.

Changes across campus: The Executive Committee members addressed some concerns that they are hearing from the faculty that the many changes across the College are not coordinated between divisions. President Kress stated that the changes currently happening are all part of a larger plan and are an effort to move the College forward. President Kress gave two examples of changes that are making a difference: registration deadlines and drop for non-payment deadlines. Colleges across the state are experiencing significant enrollment drops and have to lay off people however; MCC has been able to avoid having to cut positions by making changes that promote efficiently and use of our resources. President Kress emphasized that all the changes that have been made thus far have involved SCAA and other important campus groups.

Consultants: President Kress stated that there have been concerns around the College's use of consultants. In the past, consultants were more widely used and often without across campus coordination and benefit. More recently the Colleges is being more strategic is its use of consultants with particular attention to benefiting broad campus purposes. For example, the Moran Technology Group was a consultant brought in to address technology concerns and assist the College in moving forward with maximizing current technology. Also, Noel-Levitz has been working directly with front line personnel (admissions, registrations, etc.) analyzing the enrollment process.

President Kress pointed out that there have been occasions when the College has not been happy with consultants work and have refused to pay.

Budget: President Kress stated that state aid is flat and is proposing performance based funding. She sees this as an excuse to cut funding to higher education. She will continue to lobby and give her input in an effort to educate our funding sources about the realities facing community colleges and our students.

Downtown Campus: President Kress stated that the acquisition of the Kodak properties for the downtown campus is going to full legislative vote on February 12, 2013. She encourages everyone to attend to show their support. She also stated that there was a rumor last year that there was trouble at the negotiating table because of the high cost associated with the property. President Kress stated that this was not true and the reality is that the new location would have equal or lower on-going operating costs than the current location in the Sibley building.

Question: M. Redlo stated that along with the increase in enrollment numbers there is also an increase in the need for transitional studies. He asked what President Kress's thoughts are on the issue and what changes will need to be made to meet the students' needs in the classroom. President Kress stated that Academic Services and Transitional Studies are working on a Title 3 Project which is looking into this issue. It's significant that we are seeing a need for remediation across districts. College readiness is a key issue for the College and she agrees that this is a continuing issue.

2. Guest Speaker: David Moore, campus security

David Moore stated that the most important parts of public safety are prevention and preparation. He explained the extensive training that is completed by MCC peace officers. They are members of the Law Enforcement Council which include members of the FBI, New York State Police, Monroe County Sheriff's Department along with numerous other agencies, where they are trained to be prepared and react to any situation allowing them to work in unison with the other agencies. Also, eighteen of MCC's peace officers have been through the police academy with above average shooting scores. The Public Safety department is also a member of the Monroe County Crime Analysis Center (MCAC) which is intelligence gathering on individuals that may have been threatening to other people in the community. D. Moore gave an example of a potentially violent individual who was denied application to the College after receiving information from this agency and further investigation. Several departments were involved in this decision but he feels that that a threatening situation may have been avoided with this decision.

D. Moore stated that one way for Faculty to be prepared would be to come up with a plan on how an emergency situation would be handled in each of their classrooms. There will be training sessions offered to the College community on this topic before February break and he plans to meet with several groups across campus. Also, he recommended that everyone view the videos found on the M: drive at M:/offices/shared/activeshoots. D. Moore also encouraged Faculty to contact his office at ext. 2900 with any concerns, suggestions or feedback.

Questions:

M. Sample asked if there has been any discussion on changing the policy of arming MCC's peace officers.

D. Moore stated that the current policy is for MCC's peace officers to secure their weapons upon entering the College. D. Moore believes in order to protect the College community properly the policy should be changed to allow our licensed and trained officers to be armed. Ultimately, the decision is up to President Kress and the topic is being discussed.

M. Redlo asked if there is a current policy where potential students are screened for mental health issues or prior felonies. D. Moore stated if you have any concerns regarding students you should contact his office and the student will be investigated. However, there are many departments involved in the decisions relating to students. The Public Safety department's fundamental concern is the safety of students and the College community.

H. Wynn-Preische stated that it is important to report any concerns about a student. This information can be shared between departments and divisions. By making connections across the College this may prevent a potentially dangerous situation. D. Moore agreed that it's important and to contact his department. The College has a right to investigate students in an effort to prevent a dangerous situation.

L. Pierce stated that she had a situation where a student was threatening her and the student was sent to Student Services however, the student was returned to class. She stated that similar situations have happened in her department. D. Moore doesn't know the specifics of her situation, however he reiterated the importance of contacting his department so individuals can be investigated.

M. Ernsthause asked what his department was doing to address the physical concerns about the campus such as all buildings being connected and doors having to be locked from the outside. D. Moore stated that all the peace officers are trained in crime prevention so they are constantly doing surveys on what needs to be updated and improved at all MCC's campuses. The cameras that are located in high traffic areas on the Brighton Campus have been a great tool for prevention. However, he is aware of numerous other problems, for example improving the lighting in parking lots, and is continually looking at more ways to improve the safety of the College community.

3. Announcements:

- a. C. Abbott asked the Senators to forward to her any public safety concerns or issues that they would like the Faculty Senate to address.
- b. C. Abbott announced that in an effort to improve communication with the Faculty and the Academic Leadership, the Executive Committee met with President Kress and will continue to meet with each Vice President as well. The next meeting will be with M. McDonough, Provost and Vice President of Academic Services on February 14, 2013. If anyone has questions for a specific Vice President, please forward them to her.
- c. C. Abbott announced that she and P. Ornt will be sitting on administration's search committee for Assistant Vice President of Facilities. The committee had its first meeting last week.
- d. C. Abbott along with H. Williams read a statement regarding the passing of Senator Tom Gilbert.

4. Student Announcements

No Student Announcements.

5. The minutes from the December 13, 2012 Faculty Senate meeting were approved.

6. Action Items:

a. Curriculum:

8 Program Revisions:

PR25 AA Liberal Arts and Sciences-Humanities
PR22F AAS Apprentice Training-Automotive (Evening)
PR24F AS Diversity and Community Studies
PR23F AS Music Performance
PR26F CERT Apprentice Training – Automotive
PR3F CERT Office Technology Specialist
PR11F CERT Office Technology, Medical Office Assistant
PR9FAAS Office Technology - Office Administrative Assistant

Motion: To approve all course program revisions

Motion seconded

Discussion: No discussion.

Motion passed.

2 Program Deactivations:

PD1F AS American History Advisement Sequence
PD2F CERT Electronic Publishing

Motion: To approve both program deactivations

Motion seconded

Discussion: No discussion.

Motion passed.

b. Proposed amendment to Faculty Senate Resolution 2.2

Faculty Senate Resolution 2.2: (*proposed changes shown in italics*)

2.2.4(1)(iii) to read: Reflect the approval of the *Director of Adult and Experiential Learning* or the Coordinator of the cooperative education course.

2.2.4 (1)(c) and 2.2.4 (2)(c): Participation in at least *180* hours of supervised work experience.

2.2.4(3): In some instances students not meeting the above qualifications may be admitted with permission of the *Director of Adult and Experiential Learning* and the appropriate Department chairperson.

Question: How does faculty address that their current that states there is a 225 hour requirement? C.

Downing stated that the change will not go into effect until Fall 2013 and the faculty member will be notified when the change has been made.

Motion: To approve the amendment to Faculty Senate Resolution 2.2

Motion seconded

Discussion: No further discussion.

Motion passed.

c. Proposed amendment to Faculty Senate Resolution 2.5

MCC Program Review Evaluation Process - Faculty Senate Resolution 2.5 to replace the current policy.

The complete re-work of the prior policy brings into line the current practice.

Motion: To approve amendment to Faculty Senate Resolution 2.5

Motion seconded

Discussion: No further discussion.

Motion passed.

7. **Standing Committee Reports**

Academic Policies (E. Grissing)

No report.

Curriculum Proposals (H. Wynn-Preishe)

H. Wynn-Preishe reported the following:

- The curriculum committee has given final approval to the following:

1 New Course:

NC12F HED 281 (submitted as HED 211) Addiction The Family Disease

2 Course Revisions:

CR50F REA 101 Critical Reading

CR48F HMN 220 Western Humanities I

4 Program Revisions:

PR11F CERT Office Technology- Medical Office Assistant

PR3F CERT Office Technology Specialist

PR26 CERT Apprentice Training-Automotive

PR9F AAS Office Technology –Office Administrative Assistant

2 Program Deactivations:

PD1F AS American History Advisement Sequence

PD2FCERT Electronic Publishing

- The curriculum committee has posted the following for Faculty Review until 2/5/13:

2 Course Revisions:

CR50F REA 101 Critical Reading

CR49F TRS 105 Fundamentals of Writing

1 New Course:

NC19F REA 100 Reading and Thinking in the Disciplines

- The curriculum committee has submitted the following to the Faculty Senate for a Vote:

8 Program Revisions:

PR22F AAS Apprentice Training-Automotive (Evening)

PR24F AS Diversity and Community Studies

- PR23F AS Music Performance
- PR9F AAS Office Technology - Office Administrative Assistant
- PR11F CERT Office Technology - Medical Office Assistant
- PR3F CERT Office Technology Specialist
- PR25 AA Liberal Arts and Sciences-Humanities
- PR26 CERT Apprentice Training-Automotive
- 2 Program Deactivations:
 - PD1F AS American History Advisement Sequence
 - PD2F CERT Electronic Publishing

Curriculum Special Projects (M. Ernsthausen)

M. Ernsthausen reported the following:

- The Committee will be working on the reviewing course learning outcomes for the Curriculum Proposals Committee in order to increase turnaround time.
- The Committee will begin discussing ways to assess the infused competencies inventory and plan to be ready in fall 2013.

NEG (S. Farrington on behalf of A. Wilson)

No report.

Planning (D. Shaw)

D. Shaw reported that the Committee will begin review strategic planning grants applications.

Professional Development (H. Williams)

H. Williams reported the following:

- The Committee will be working with A. Lee to facilitate professional development workshops centered on Campus Safety.
- The Committee asked that T. Gilbert not be replaced at this time and will see the semester through with the current members.
- Announcements for the following will be coming out soon: Carmen Powers Lecture Legacy Awards, Hanson Award for Teaching and Professional Service, and Professional Leaves for the Benefit of the College.

SCAA (M. Fine)

M. Fine reported the following:

- There were three candidate brought back to campus for open hearings for the Assistant Vice President of Enrollment. The first two open hearings were well attended. The final open hearing is February 1, 2013.
- SCAA will not hold a separate search for Directory of Library Services, however J. Case and K. Chin will represent SCAA on the Academic Leadership's search committee.
- SCAA will not hold a separate search for the Assistant Vice President of on Facilities however; P. Ornt and C. Abbott will represent SCAA on the Academic Leadership's search committee.
- SCAA reviewed and approved a proposal from M. McDonough, Provost and Vice President of Academic Services, and S. Salvador, Vice President of Student Services, to move the Accuplacer Office from Student Services to Academic Services.
- SCAA met with J. Bartkovich and T. Keys regarding the proposed ETS personnel realignment. The committee has scheduled time to meet with additional groups to discuss the plan on February 4th and February 11th.
- In the fall a proposal was approved to combine Advising with Graduation Services to create a new office; Advisement and Gradation Services. The following are the new department names and locations:
 - * Advisement and Graduation Service located in Building 1 Room 231
 - * Counseling International and Veteran Services located in Building 3 Rooms 103 and 105
 - * Serving Students with Disabilities located in Building 1 Room 231
- Chair elections for the following department will be held this semester: Education, Engineering Science and Physics, Health Professions, Mathematics, Psychology, Visual and Performing Arts and Applied Technologies. The following is the schedule:
 - February 25th at 12:00 p.m. – Letter of intent due to M. McDonough

February 27th – Final posting of candidates (can withdraw name prior to this date)
February 27th -March 5th – presentation and answering questions from departments
March 4th - Letter from volunteer teller sent to M. Fine
March 6th – Election

8. Old Business

There was no old business.

9. New Business:

There was no new business.

Meeting adjourned at 4:45 p.m.

Respectfully submitted,



Christine Abbott
President
Faculty Senate



Donna Burke
Secretary
Faculty Senate

Minutes approved at February 28, 2013 Faculty Senate meeting.