



Faculty Senate

Monroe Community College

Faculty Senate Meeting
October 15, 2015

PRESENT: E. Baxter, S. Broberg, L. Carson, J. Chakravarthy, A. Colosimo, T. Custodio, M. Dorsey, P. Emerick, M. Ernsthausen, K. Farrell, S. Farrington, R. Fisher, A. Flatley, H. Fox, D. Gasbarre, B. Gizzi, M. Heel, R. Horwitz, A. Hughes, A. Knebel, D. Lawrence, T. Leuzzi, G. Lynch, J. Mahar, J. McPhee, H. Murphy, P. Oettinger, L. Pierce, E. Putnam, C. Rapp, M. Redlo, D. Rivers, R. Rodriguez, J. Salsburg-Taylor, J. Santos, T. Schichler, G. Thompson, K. Tierney, M. Timmons, T. Vinci, J. Waasdorp, W. Wagoner, P. Wakem, R. Watson, H. Wheeler, J. Wilson, A. Zamiara, L. Zion-Stratton

ABSENT: A. Conte, S. Kinel, D. Mueller, R. Pearl, K. Rodriguez, J. Scanlon

STUDENT REPRESENTATIVES: C. Chatman, M. Viele

GUESTS: M. Bates, N. Christensen, D. Davis, M. Fine, J. Frater, G. Greibus, A. Kress, T. Keys, K. Love, N. Primo, A. Stevens, M. Witz, C. Wueter

Meeting called to order: 3:34 p.m.

1. **Guest Speakers:**
a) **President Kress**

President Kress spoke about the preparation for Upstate Revitalization initiative presentation in Albany from the Finger Lakes region, which includes the Rochester and Monroe County Anti-Poverty work.

She also addressed the rumors about layoffs; although this may be happening at other colleges across the State, this will not be happening at MCC. There will be formal memo going out to the Faculty Senate, Faculty Association and CSEA leadership. She further explained the College has been mindful of its resources, looking at cost containment strategies and ensuring instructional allocations match enrollment. She encouraged Senators to share this message with their constituents.

Questions:

- H. Wheeler gave an example of a time she called public safety for a non-emergency and was told there were no public safety officers on campus since it was during their roll call (shift change). She stated this echoes a concern raised by K. French at the FA meeting, pointing out the issue is not having a public safety officer available on campus if there was an emergency. She asked President Kress if this was standard practice, and if so are there any plans to change this. President Kress stated this is the first time she has heard this was happening during shift changes. She will take the concern back to S. Simonetti to look into the issue.

- E. Baxter read the following statement on behalf of the Graduation and Advisement constituents:
As new students, they are unfamiliar with financial aid course eligibility standards, course sequencing and program entrance requirements.

As a result, the Advisement Center saw an increase in students seeking FACE (financial aid course eligibility) advisement during the first weeks of classes. Finding these FACE issues late lead to last minute schedule changes, and with the limited course availability

during the first weeks of classes it created added stress and frustration to the new student experience. Even today, we have students dealing with FACE issues from this semester.

Students are now finding themselves up to 1 year behind in the correct course sequencing, as some classes are fall only or spring only offerings, and they did not get the correct courses this fall.

Many students interested in our allied health programs are not registered for the correct pre requisite coursework for their intended degrees, and are 1-2 semesters off for acceptance into their career program

Transitional Studies students were allowed to register for career courses that they are not prepared for. Now both the faculty teaching these career courses as well as the students taking them are feeling the frustration of the student's lack of writing or math skills. Under the current system of no advisement keys for new students, departments are now facing re-writing all career course pre requisites to include program entrance requirements to block this from happening in the future.

Had advisement been required prior to registration, these issues would have been avoided. It is the recommendation of the Advisement and Graduation Services team that Advisement Keys for new students be required once again. Registration for new students for spring 2016 has not yet begun, it is not too late to add advisement keys to their records before the November 2nd registration date.

President Kress encouraged E. Baxter to send the letter to Randy Bowen, Enrollment Management. She also responded stating she appreciates the perspective of the Graduation and Advisement area that all the issues could have been avoided; however, historically this has not been the case. She stated some of the challenges are because the College is not as automated as it could be which is why they continue to work with Ellucian. She also believes another challenge going forward is related to prerequisites being hard coded in the system because some departments only apply prerequisites to some students. She can also appreciate the personal touch, but it was preventing students from registering and moving onto other institutions. She believes moving forward with a self-serve system will help with the enrollment process. She also pointed out the Financial Aid eligibility issues are being addressed.

- M. Ernsthause stated at the last BOT meeting it was announced College salaries would be made available to the community and asked for an update on when this is happening. President Kress stated the reports will be out at the end of this month and available at College campuses libraries as well as the ATC, PSTC and the EDIWS offices.

- M. Ernsthause stated there are concerns on campus regarding the costs of the New Downtown Campus (NDC) and asked if there was an update on renting out the space in order to offset the expenses. Dr. Kress stated there are a number of groups through StartUP NY looking at the space and Matt O'Connor is talking with these folks on a weekly basis. She stated there are also bond issues that need to be considered which limits what can be done with the space. She also said Campus Events would manage the availability of spaces, which is now under EDIWS. Continuing costs such as facility refresh and technology updates were also taken into consideration throughout the planning process. She explained revenue is coming in by charging the neighbors for utility costs since there is a power plant in the NDC facility. She pointed out being able to offer evening and weekend classes will also increase revenue.

She acknowledged the current difficulties with DCC including that there has not been air conditioning for the past several weeks. According to the landlord, this will not be replaced until spring 2016. The College's attorneys are working on the issue. These conditions make it difficult to run classes

and tell students it's the best place for them, making the NDC more important. Construction begins on the NDC on October 20.

b) Dr. Frater – Damon City Campus Executive Dean

Dr. Frater introduced himself stating he had worked at Brockport for the past 20 years. He commended MCC's faculty and staff for their extraordinary commitment to student success as well as the students for their willingness to learn. He's excited to be a part of the NDC and the possibility of re-imagining how to teach. He explained the Degree In Place Program partnerships between REOC, MCC and Brockport College would give students who are not able to physically move locations the ability to complete their degree at MCC through Brockport. He encouraged support from the College community for this great opportunity.

c) A. Stevens – Leave for Professional Advancement for the Benefit of the College

A. Stevens began by explaining she has submitted her report and is available to give her full presentation to any groups on campus. She will show what the Water for South Sudan project is doing for the College, how they are making connections, and how this project is making global changes. As part of her leave she was able to watch the 4th and 5th MCC wells get drilled. An MCC Alumnus, Salva Dut, started Water for South Sudan (WFSS) 10 years ago, and, during this time, the MCC community has fundraised over \$60K. She told a brief story, which gave an example of how a new well in a village significantly changed the life of one of its members.

A. Stevens outlined the following goals and gave a summary of how each was accomplished:

Goal 1: Solidify the partnership between MCC and Water for South Sudan

- go back to South Sudan and visit the wells to see if they are still working
- create a body of transcripts showing how the wells have changed the lives and how we can use this information as MCC in the classroom
- develop a professional development workshop for faculty at MCC

Goal 2: Write an article about the MCC WFSS Partnership as a model for other colleges and present at a national conference.

Questions: - M. Viele pointed out there are a lot of opportunities at MCC for students that are not offered at any other college such as there is a student as a member of the BOT.

- M. Ernsthause asked A. Stevens how she got involved in the Water for South Sudan project. A. Stevens explained she teaches Literature of the Holocaust and genocide, an extremely difficult subject. Often after hearing the horrific stories students come away from the class wanting to do something positive to make a difference. This was how the Holocaust, Genocide, & Human Rights Project (HGHRP) was created. The Water for South Sudan was also a student-driven initiative. After hearing Salva Dut speak and tell his stories, they were compelled to help.

A. Stevens' full report and more information can be found at: www.waterforsouthsudan.org.

2. Announcements (M. Ernsthause)

a) M. Ernsthause announced in an effort to work together and keep each group informed of the issues around the College, he met with J. Murphy (Chairs Network) and B. Gizzi (FA). They decided to focus on the following:

- Faculty Resource Committee (FRC)
- They will be looking into ways to get returning students to register for classes.

b) What's On Your Mind? events, which will be co-moderated by the FA, have been scheduled for the following:

BRIGHTON CAMPUS

Wednesday - November 4th

noon – 1:00 in Room 9-174

DAMON CITY CAMPUS

Thursday, November 5th

noon – 1:00 in the Community Room 4-193

APPLIED TECHNOLOGY CENTER

Monday, November 9th

noon – 1:00 in Room 118

M. Ernsthausen encouraged Senators who cannot attend these sessions to forward questions to him. He would also forward any FA related concerns to B. Gizzi. G. Thompson asked why the DCC event was not scheduled during College Hour explaining many teaching faculty would not be able to attend. M. Ernsthausen explained free time and space is limited and this was the best day and time available this time. H. Murphy explained there were meetings already scheduled on Mondays and Wednesdays during College hour through the end of November. M. Ernsthausen stated he would have H. Murphy look into changing the day and time.

3. **Student Announcements M. Viele, Vice President of Student Government Association (SGA)**

Student Announcements:

M. Viele (VP Student Government) and C. Chapman (CEO Business Leadership Union) gave the following updates:

- Working on a fundraiser for the Umpqua Community College
- Textbook Affordability – Met with M. McBride and FS Officers to discuss Open Education Resources (OERs).
- Encouraging clubs to collaborate
- Upcoming events included Inspire MCC, Mardi Gras, Black tie student banquet, multicultural center

Questions:

- D. Rivers asked for more information on the OERs initiative including asking what the need is for students. M. Viele replied stating the main reason is to address textbook affordability. D. Rivers stated his department did a trial with OERs and the students were not in favor of online books so he is wondering if there is any data to support going forward with this initiative. M. Viele stated this is still in the planning stages and he will be working on getting more information from the student body. D. Rivers states more backing from students will be important.
- R. Watson stated it is has also been her experience students are not in favor of OERs. She suggested in addition to exploring OERs, other cost saving options should be explored to give students several different alternatives.
- K. Tierney stated the library has introduced OERs concept to faculty over the past year including offering a half-day workshop on the topic so they are aware of the option. However, there are some departments where OERs are not feasible for their courses. She encouraged M. Viele to work with the library going forward.
- N. Pares-Kane also encouraged M. Viele to work with the library and the College to make sure he understands the cost associated with OERs. Although this could be a less expensive option there may be fees involved, which could be passed along to students. M. Viele stated they are looking into the fees and how they will be potentially allocated.
- A. Colosimo stated an OER Brown Bag session has already been scheduled for November 20, noon – 1:00 in the TCC room.

4. **The Minutes from the September 17, 2015 Faculty Senate meeting were approved.**

5. **Action Items:**

E. Putnam represented the following Curriculum items for vote:

3 New Programs:

2015-NP2-Fall AAS Apprentice Training: Automotive - Toyota T-TEN
A Colosimo-6/05/15-NP-1 AS Geology
G Greibus-09/09/15-NP1 AS Homeland Security

4 Program Revisions:

2015-PR4-Spring AAS Precision Machining
2014-PR4-Fall Cert Precision Machining – Optical Fabrication
2015-PR2-Fall Cert Precision Tooling
2015-PR13-Spring AS Cinema and Screen Studies

1 Program Deactivation:

2015-PD1-Spring AS Chemistry Advisement Sequence

**Discussion on the proposals: None.
Passed.**

Questions:

- L. Pierce asked a question for a constituent regarding a the possibility of adding a Homeland Security class into a computer program but there is not room due to the 64-credit maximum. E. Putnam explained several options and encouraged a proposal be forwarded for review.
- A. Colosimo asked a question to clarify the process for reviewing proposals. E. Putnam confirmed that if the Curriculum Committee has questions regarding a proposal, the proposal would not be given final approval until the questions were addressed.

6. 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.

This meeting was also Part 2 of the Faculty Senate Orientation and Senators were asked to sit with their committees. Each committee chair introduced their committee members and shared one goal/project for the 2015-2016 year.

Academic Policies (J. Mahar)

J. Mahar reports the following:

- The Committee is continuing discussion on effects of changing class lengths from 50 and 80 minutes to 60 and 90 minutes. Please send any questions/feedback from constituents to Jason Mahar. We have received feedback from several departments but welcome more.
 - The Committee is continuing discussions on Academic Grievance Procedure (Resolution 1.9.4).
- Additional comments:* J. Mahar stated the Committee is working on the class length proposal and is currently soliciting feedback at department meetings. He encouraged Senators to forward any comments to him. There was discussion regarding the process, concerns already received from departments/areas across the College and the rationale for the proposal.

Student Affairs (J. Mahar)

J. Mahar reports the following:

- The Committee is starting to work on an Academic Honor Code.
- Additional comments:* J. Mahar explained the process for reviewing and researching information for proposing a Honor Code. Donna Mueller will be the committee liaison to student services.

Curriculum (E. Putnam)

E. Putnam reports the following:

- The Curriculum Committee has given final approval to:

3 New Programs:

Colosimo-06/05/1015-NP-1 AS Liberal Arts and Sciences: Geology
Glenn Greibus-09/09/15-NP1 AS Homeland Security
2015-NP2-Fall AAS Apprentice Training: Automotive - Toyota T-TEN

4 Program Revisions:

2015-PR13-Spring	AS	Cinema And Screen Studies
2015-PR4-Spring	AAS	Precision Machining
2014-PR4-Fall	Cert	Precision Machining - Optical Fabrication
2015-PR2-Fall	Cert	Precision Tooling

18 New Courses:

2015-NC10-Spring	ASL 216	Special Topics in Deaf Studies and ASL
2015-NC3-Spring	HEG 215	Global Health and Culture
2014-NC20-Spring	*TOY 191	Introduction to Automotive Service
2014-NC21-Spring	TOY 192	Automotive Electrical/Electronic Systems 1
2014-NC22-Spring	TOY 195	Brakes
2014-NC19-Spring	TOY 196	Steering and Suspension
2014-NC18-Spring	TOY 198	Engine Repair
2014-NC13-Spring	TOY 199	Automotive Heating and Air Conditioning
2014-NC11-Fall	TOY 200	Engine Performance 1
2014-NC14-Spring	TOY 201	Engine Performance 2
2014-NC17-Spring	TOY 202	Automatic Transmissions
2014-NC16-Spring	TOY 203	Automotive Electrical/Electronic Systems 2
2014-NC15-Spring	TOY 204	Manual Drivetrain and Axles
2014-NC24-Fall	TOY 205	Automotive Technology T-TEN Co-op 1
2014-NC22-Fall	TOY 206	Automotive Technology T-TEN Co-op 2
2014-NC23-Fall	TOY 207	Automotive Technology T-TEN Co-op 3
2014-NC25-Fall	TOY 208	Automotive Technology T-TEN Co-op 4
2015-NC3-Fall	TOY 209	Automotive Technology T-TEN Co-op 5

*New prefix TOY = Toyota Auto Tech

3 Course Revisions:

2015-CR66-Spring	GEO 101	Physical Geology
2015-CR69-Spring	ART 125	Three Dimensional Design: Foundation
2015-CR70-Spring	ART 130	Sculpture I

2 Course Learning Outcome Revisions:

2015-CO5-Fall	OPT 135	Measurement and Analysis
2015-CO55-Spring	ENG 105	Introduction to Literature

- The Curriculum Committee has posted for faculty review until 10/13/15:

11 Course Revisions:

2015-CR7-Fall	OPT 135	Measurement and Analysis
2014-CR11-Fall	MET 203	Technical Mechanics, Statics
2014-CR13-Fall	MET 225	Machine Design Theory I
2014-CR14-Fall	MET 226	Machine Design Theory II
2015-CR8-Fall	BIO 144	Human Anatomy and Physiology I
2015-CR9-Fall	BIO 202	Microbiology
2015-CR10-Fall	BIO 217	Nutrition
2015-CR11-Fall	BIO 235	Pathophysiology
2015-CR64-Spring	ENG 105	Introduction to Literature
2014-CR73-Spring	POS 205	Comparative Political Systems
2015-CR68-Spring	AAD 167	Web Design: Graphics

7 Course Deactivations:

2015-CD1-Fall	HIM 250	Health Information Management in Long Term Care
2015-CD2-Fall	HIM 251	Classifications and Reimbursement in Long Term Care
2015-CD3-Fall	HIM 252	Quality and Legal Issues in Long Term Care
2015-CD4-Fall	HIM 260	Advanced Classification in Acute Care
2015-CD5-Fall	HIM 261	Advanced Classification for Reimbursement in Acute Care
2015-CD6-Fall	HIM 262	Case-Mix Management in Acute Care
2015-CD7-Fall	HIM 277	Medical Transcription Management

- The Curriculum Committee has posted for faculty review until 10/20/15:

2 Program Revisions:

2015-PR4-Fall	AAS	Clinical Laboratory Technician/Medical Laboratory Technician
2014-PR21-Fall	AAS	Apprentice Training: Automotive
1 New Course:		
2015-NC4-Fall	GEG 200	World Regional Geography
3 Course Revisions:		
2015-CR17-Fall	CLT 210	Clinical Chemistry
2015-CR22-Fall	ATP 140	Automotive Technology - Coop Seminar
2015-CR23-Fall	ATP 145	Automotive Technology - Coop V

Additional comments:

E. Putnam explained the Committee's work includes reviewing new courses and program revisions, deactivations and CLOs. The Committee also reviews reports from CAPE and infused competency committees. In order to improve turnaround time during the review process, proposers are being invited to attend Curriculum Committee meeting to answer any questions about their proposal.

- M. Viele asked if course changes would reach the students. E. Putnam stated students would be informed of changes through the catalog and course information sheets.

- M. Ernsthausen announced Debbie Alimentato is retiring and he encouraged everyone to attend her going away party on October 28th from 3:00 – 4:00 in Room 1-307. He and E. Putnam thanked her for her service and hard work supporting the Curriculum Committee.

NEG (M. Heel)

M. Heel reports the following:

- Rachael Tachco, DCC Academic Services, has resigned her Senate seat and the Committee will solicit the area constituency for a replacement.

- The Committee has researched other SUNY community colleges Faculty Senate Resolution and Bylaws to use as a benchmark for revisions to MCC's Bylaws and Resolutions. The Committee will have its first meeting this week to discuss

- The Committee will work on proposed revision to the wording in the Faculty Senate Bylaw and Resolutions which will allow for departments/areas with less than 5 members to also have representation.

Additional comments: M. Heel stated the Committee is working on revisions to the Faculty Senate Resolutions and Bylaws. They are currently focusing on formalizing the wording for the changes passed by the Faculty Senate in the spring, which gave a one-year extension updating the constituency areas. Also passed in the spring was a one-year trial for electronic voting which was very successfully with about a 50% return rate. Therefore, the Committee will be looking at how elections are run going forward, formalizing the language.

Planning (P. Emerick)

P. Emerick reports the following:

- Collected feedback regarding new MCC website going live. Currently in process of analyzing submitted feedback.

- Meeting with Vice-President Simmons to discuss role of Planning Committee in the development of the next strategic plan. Chair of Planning will act as co-chair for this steering committee

- Meeting with Bob Cunningham to discuss activity of adhoc Classroom Committee. Phil Oettinger has agreed to chair this committee as former chair Ed Martin retired last year.

- Meetings scheduled for the week of October 12th:

- Strategic Plan Steering Committee first meeting as a group
- Grants Office to review and set up process for this year's Strategic Planning Grants

- Planning Committee will next be meeting Monday October 19th.

- Please remind your constituents about "Cities of the Future" Summit being held on campus October, 21 2015. Please encourage attendance to students, faculty, and staff. Attendance is free but requires prior registration.

Additional comments: The committee is working on ways to increase applicants for the Strategic Planning Grants. The Committee is involved in the Greentopia Event and input on the New Strategic Plan.

Professional Development (A. Colosimo)

A. Colosimo reports the following - the committee:

- Conducted an Awards and Leaves Workshop on 9/28
- Brainstormed with the Academies Professional Development Implementation Committee to identify the most efficient ways to provide and promote college-wide training
- Collaborated with Gale Lynch (GEIS) at a brown bag regarding Fulbright Awards and Leaves for Professional Advancement
- Currently accepting online nominations for MEEA and Roueche Awards, both due 11/6 by noon, as announced in the Trib
- Planning a brown bag on Open Educational Resources (OERs) with the TCC in mid-November; Details will be announced in the Trib

Additional comments: The Committee's goals for the year will be to continue to facilitate the Awards process and Professional Development including the June Professional Development Week (June 6-10). The Committee is also working on facilitating additional professional development workshops for other departments.

SCAA (H. Wheeler)

H. Wheeler reports the following:

- The Director of Student Rights and Responsibilities Search has been completed and recommendations have been sent forward.
- Assistant VP/CIO search is ongoing.
- Assistant to the President for Title IX and Inclusion has been posted and the SCAA part of the committee has been formed.
- The Committee continues to work on a response to the Facilities Reorganization proposal
- The Committee is waiting to review the new organizational charts.

Additional comments: SCAA's goal for the year are to continue to maintain integrity during the search process and to ensure faculty continues to have input in the process.

- A Senator asked if there will be a search coming up for the Dean of Education Workforce Developments since there are 3 departments which do not have representation in academic services. B. Gizzi stated there is no plans to replace the Dean of Technical Education position and all responsibilities have been given to M. O'Connor, Assistant Vice President of Economic Innovation and Workforce Development.

7. Old Business:


There was no old business.

8. New Business:

- *Starfish Survey:* M. Ernsthause stated there will be a survey coming out soon asking for feedback about the first round of warning letters. Encourage constituents to complete survey
- *Middle States report:* M. Ernsthause encouraged Senators to remind their constituents to read the report and then provide their feedback (link in the Trib)
- *Security concerns at ATC:* D. Rivers stated he is concerned there is not always a security guard at ATC. M. Ernsthause stated he would contact S. Simonetti to find out the plan for the ATC. B. Gizzi stated she will be meeting with M. Fingar and S. Simonetti as well to address similar concerns brought up by K. French at the FA meeting. She encouraged anyone with examples of security issues/concerns to please forward them to her to be included in her discussion.

Meeting adjourned at 5:00 p.m.

Respectfully submitted,



Mark Ernsthausen
President
Faculty Senate



Teresa Schichler
Secretary
Faculty Senate

Minutes approved at the November 12, 2015 Faculty Senate meeting.