



Faculty Senate

Monroe Community College

**February 9, 2017
Faculty Senate Meeting**

PRESENT: E. Basnayake, M. Bates, E. Baxter, L. Blew, K. Borbee, A. Burns, B. Burritt, H. Chang, A. Colosimo, T. Custodio, B. Ellis, P. Emerick, M. Ernsthausen, R. Fisher, D. Gasbarre, B. Grindle, M. Heel, J. Hill, R. Horwitz, D. Lawrence, S. Lautenslager, G. Lynch, J. Mahar, J. McPhee, H. Murphy, M. Pentz, E. Putnam, M. Redlo, M. Sample, J. Santos, J. Scanlon, T. Schichler, C. Shanahan, C. Silvio, R. Straubhaar, G. Thompson, K. Tierney, M. Timmons, T. Vinci, R. Watson, H. Wynn-Preishe, A. Zamara, L. Zion-Stratton
STUDENT REPRESENTATIVE: Q. Britt, E. Sargent, R. Thomas

ABSENT: R. Babcock, S. Broberg, M. Connolly, D. Dorsey, K. Farrell, A. Flatley, H. Holeyvinski, A. Knebel, D. Mueller, R. Pearl, L. Pierce, D. Rivers, K. Rodriguez, R. Rodriguez, J.C. Senden, C. Silvio, J. Volland, J. Waasdorp, W. Wagoner, A. Zamaria

GUESTS: B. Gizzi, T. Keys, C. Mapes, N. Pares-Kane, H. Williams, E. Wirley, M. Vest

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

1. Guest Speakers:

a) Andrea Kingston & Gale Lynch – MCC Human Library

G. Lynch presented information about the Human Library an initiative through the Library and Global Education and International Services on April 26, 2017 from noon – 4:00 p.m. Students will be able to check out a human for 20 minutes to discuss specific topics. She encourages faculty to let students know about this opportunity.

b) Karen Sardisco – Professional Leave for the Benefit of the College Report

K. Sardisco reviewed the research and development on the topic of Mapping Global Narratives: Space, Place and the Creative Process in Globalizing Curriculum, she completed during her Professional Leave for the Benefit of the College. Below is a summary:

- Development of resources and materials to support an interdisciplinary approach to globalizing curriculum
- Build on research begun with an IDS grant identifying text, web and audio-visual resources relating to “mapping” across disciplines and supporting global awareness
- Self guided GIS software training and applicationS (Google Earth Tour Builder; ArcGIS/ArcGIs Story Maps; Investigation of research methods and presentation models utilizing geospatial tools as strategies to support studio research
- Development of new or revised course materials to support assignments with embedded global content
- Development of collaborative projects with colleagues from other disciplines to promote shared knowledge and experience
- Collaborative project this semester with Katie Leite (ESOL) and Matthew Fox (TRS)
- Exploration of Study Abroad opportunities (Florence University of the Arts)

K. Sardiso also provided examples and points of interest throughout her research. She thanked the Faculty Senate for this opportunity, which she would not have been able to complete without the Leave.

2. Announcements

a) Shared Leadership Coordinating Council

Charged by President Kress to assist the College in addressing Direction Four – Goal Three of the new Strategic Plan

- Further our commitment to talent and knowledge management practices and timely search processes, which include recruiting, retaining, developing, recognizing, and empowering a diverse workforce at all levels.

b) Meeting with Dr. Holmes

- Discussed searches for Director of Athletics and AVP Enrollment Management
- New financial aid office at Downtown Campus to be in compliance – site versus branch campus
- Increase admission presence at New Downtown Campus
- Office hours will be the First Friday of the month
2:45 – 4:45 pm
March 3rd, April 7th, May 5th, or call to make an appointment
- Hosting a Dinner for Senators

c) Individual Campus Strategic Enrollment & Educational Effectiveness Conversation

- Discussion with several senior administrators from SUNY Central Administration
- President Kress, Provost Wade, VP Holmes, VP Simmons, Faculty Association President Gizzi, Student Government President Blake Moore
- Discussion revolved around our Performance Improvement Plan (PIP)
- What can SUNY do to help
- SUNY has announced this year's process for applying for Performance Improvement funding will require an initial one-page white paper be submitted describing the proposed initiative. Please submit any ideas to Dr. Wade including a paragraph describing the initiative, the MCC lead who developed the white paper, list of any potential partner institutions, and general idea of the level of funding requested.

d) Upcoming Faculty Senate Dates

- Next full Senate meeting March 2nd 3:30 pm in Monroe B
- Social Lunch:
Brighton Campus
February 13th in Monroe B at noon
- What's on your mind?
March 20th at ATC - 104
March 22nd at DCC - 4193
March 24th at Brighton – Empire Room

3. Student Announcements

E. Sargent, Vice President of Student Governance Association (SGA), made the following announcements:

- She commended the College for the letter supporting students as a result of the recent President's Executive Order.
- The SGA and the SEGA leadership will be meeting to finalize the joint Mission as well as discuss the shuttle between campuses after the move to the Downtown Campus.
- She presented a Resolution in support of a weeklong Women's Week beginning April 17, 2017. She is looking for women faculty with special talent to highlight during the week to inspire other women. She asked the Faculty Senate to endorse the Resolution. M. Ernsthausen outlined the options for going forward.

Motion to support the Resolution proposed by SGA supporting a College-wide Women's Week. Motion seconded.

Discussion: There were questions clarifying the intent of the resolution and how the events would be funded. E. Sargent explained SGA is in charge of running the event and believes the funds would come from the student life fee.

Motion passes.

Q. Britt, Peer Leader, Student Events and Governance Association at DCC (SEGA), made the following announcements:

- SEGA hosted an African heritage event
- February 8 they sponsored an American Red Cross Blood Drive where there was 13 units of blood donated

4. The Minutes from the January 26, 2017 Faculty Senate meeting

Minutes were approved.

5. Action Items

a) Faculty Council of Community Colleges Resolution in Support of Campus Child Care Funding - EC2: 2016-17

Motion to support the Resolution. Motion seconded. No discussion. ***Motion passes.***

b) Faculty Council of Community Colleges Resolution Supporting Maintenance of Effort Funding for the Community Colleges - Resolution #EC1: 2016-17

Motion to support the Resolution. Motion seconded. No discussion. ***Motion passes.***

6. Future Action Items (vote at the March 2, 2017 Faculty Senate Meeting)

a) NEG: Proposed Revisions to Faculty Senate Bylaw V

M. Heel presented the proposed amendment to Faculty Senate Bylaw V, outlining the changes. H. Murphy will send out the information to the Senators to share with their constituents. There will be a vote at the March 2nd meeting to move forward with open hearings following the process for Faculty Senate Bylaw revisions. There was discussion asking for clarification and more information about the changes.

- J. Hill asked if release time for the FS President and Vice President(s) was addressed in the proposed revisions referencing a discussion in prior Executive Committee Minutes. M. Heel stated the proposal does not address release time; NEG is looking into it. He further explained the proposed revisions needs to move forward in the approval process so the new structure can be implemented prior to the upcoming elections, if possible.
- There were additional questions asking for clarification on the proposal as it relates to the current structure.
- It was suggested the information sent to Senators explain the color-coding used in the proposal.
- M. Heel thanked the Senators for their input and questions. Any additional feedback and comments can be sent to him directly.

b) APC: Proposed Revisions to Faculty Senate Resolution 1.1.10

A. Colosimo presented the proposed changes to FS Resolution 1.1.10 and reviewed the following chart:

Summary of Proposed Amendment to Resolution 1.1.10 (Entering Student Placement)

	Change	Current Language	Proposed Language
1	Committee Makeup	At least one representative from English, Math, TRS, Admissions, Counseling, IR, ESOL, and Damon City Student Services	Remove Counseling; Add Financial Aid, Advising, Computing, Placement Testing; update name of Downtown Campus
2	Committee Roles	All voting members	Non-voting status for IR, Computing and Placement Testing

3	Waiver Criteria	Non-matriculated students who wish to register for math classes must take placement test	Non-matriculated students who wish to take any course with a math or english pre-requisite must take placement test
4	High School Criteria	Regents test score criteria described as test grade	Common Core Regents exams may begin to report as levels. A 70 in Algebra II Trig Regents is the equivalent to a Level 3, and 85 Geometry Regents is the equivalent to a Level 5 (per A. Leopard)
5	SAT Criteria	Students who scored 600 or higher on the quantitative section fo the SAT may be exempted	Students who scored 620 or higher may be exempted; a current 620 score is equivalent to a previous score of 600 (per A. Leopard)

H. Murphy will send out the information and there will be a vote to approve the proposed amendment at the March 2, 2017 Faculty Senate meeting.

c) APC: Proposed Revisions to Faculty Senate Resolution 1.8

A. Colosimo presented the proposed changes to FS Resolution 1.8 and reviewed the following chart:

Summary of Proposed Amendment to Resolution 1.8 Academic Honesty

	Current Appeals Process	Proposed Amendment
1	Student Awareness of Judicial Board	No mention Faculty responsible to present Judicial Board Hearing as an option
2	Student Contact	Vice President of Student Services Office of Student Rights and Responsibilities
3	Student Transcript	No mention of recording Recorded transcript notation
4	Reporting Form	No mention Form available on Student Rights and Responsibility's Website
5	Submission of Student Appeal to Faculty Decision	5 business days 3 business days, which is more consistent with Student Code of Conduct
6	Receipt of Materials	No mention 5 business days prior to Board Hearing, faculty and student will receive materials and names of committee members

7	Support Person in Hearing	No mention	Faculty and staff can each have a support person in hearing
8	Appeal Board Makeup	1 member of APC	Academic Services Rep or St. Conduct Officer (non-voting)
		Academic chair from another discipline, appointed by VP of SS and approved by defendant	Chair, who can be an APC member (non-voting)
		FT teaching faculty member, appointed by VP of SS and approved	2-3 teaching faculty
		FT Student Services faculty, appointed by VP of SS and approved	2-3 members at large (can be student, staff, or faculty)
		2 members of student government	1-2 students
9	Misc.	Seems to be missing "wrap up"	Student and faculty will receive decision in 3 business days
			Students and faculty have 3 business days to appeal to the Provost
			Criteria for appeal:
			a. New evidence discovered
			b. college doesn't follow its procedures
			c. sanctions inappropriate given evidence presented
			records retained for 6 years in the Office of Student Rights and Responsibilities

H. Murphy will send out the information and there will be a vote to approve the proposed amendment at the March 2, 2017 Faculty Senate meeting.

There was discussion clarifying the proposal and the makeup of the committee referenced.

7. **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 (A. Colosimo)

A. Colosimo reported the following:

- The proposal for amendments to the Entering Student Placement Policy (1.1.10) and Statement on Academic Honesty (1.8) will be presented as future action items at the February 9 Senate Meeting. The vote on these proposed amendments will be March 2.
- APC received several volunteers for the ad hoc committee to review the survey tool and response rates of the electronic Student Opinions of Courses and Faculty Surveys. The committee will have its first meeting Feb 8.
- APC is currently working on the Scheduling Adjustment and Withdrawal Policy (Resolution 1.1.6)
- The Board of Trustees approved the 5-day pre-Labor Day start option at its February 6, 2017 meeting.

Curriculum (E. Putnam)

E. Putnam reported the following:

- The Curriculum Committee has given final approval to:

Course Learning Outcomes Revisions:

2016-CO183-Spring COS 101 College Orientation

2016-CO182-Spring COS 133 College Orientation and Success Strategies

Program Learning Outcomes Revisions:

2016-PO4-Spring AS Sustainability Studies

New Course:

2016-NC18-Spring ENG 118 Perpetrators, Victims and Bystanders: Literature of Genocide

Course Revisions:

2016-CR63-Spring PLE 140 Criminal Investigation

2016-CR65-Spring PLE 222 Firearms Instructor Course

Course Deactivations:

2016-CD62-Spring ATP 151 Introduction to Automotive Technology Theory

2016-CD63-Spring ATP 153 Electrical 2 - Automotive Theory

2016-CD64-Spring ATP 154 Emission Controls, Computer and Fuel Systems I Theory

2016-CD69-Spring ATP 155 Brakes - Automotive Theory

2016-CD65-Spring ATP 156 Steering and Suspension - Automotive Theory

2016-CD66-Spring ATP 157 Automatic Transmission and Transaxle - Automotive Theory

2016-CD67-Spring ATP 158 Engine Repair - Automotive Theory

2016-CD61-Spring ATP 159 Heating and Air Conditioning - Automotive Theory

2016-CD68-Spring ATP 162 Engine Performance - Automotive Theory

2016-CR64-Spring FPT 113 Firefighter II

2016-CR66-Spring FPT 211 Fire Investigation: Cause and Origin

2016-CD60-Spring PHL 106 Topics in Philosophy

- The Curriculum Committee has posted for faculty review until 2/7/17:

Course Deactivations:

2016-CD71-Spring CRC 172 Microsoft PowerPoint-Presentations

2016-CD70-Spring CRC 174 Microsoft Publisher-Desktop Publishing

- The Curriculum Committee has posted for faculty review until 2/14/17:

Course Deactivations:

2016-CD74-Spring ART 190 Art Focus

2016-CD73-Spring MUS 123 Piano Class II

2016-CD75-Spring PEC 100 Fitness Theory and Conditioning for the Professions

2016-CD76-Spring PEC 144 Dance Composition

2016-CD77-Spring PEW 145 Dance Technique

2016-CD72-Spring SVL 106 Topics in Service-Learning

Course Revision:

2016-CR67-Spring ART 115 Introduction to Illustration

General Education Revisions:

Lisa Flick-09/28/2016-GE-5 BIO 155 General Biology I

Timothy Tatakis-12/04/2016-GE-1 BIO 156 General Biology II

Ryan Clemens-10/21/2016-GE-1 CHE 100 Preparatory Chemistry

Lydia Tien-10/08/2016-GE-2	CHE 110	The Chemistry of Indulgence
Mary Disano-11/15/2016-GE-1	CHE 124	General, Organic, and Biochemistry
Brian Edelbach-10/30/2016-GE-1	CHE 145	Preparation for General College Chemistry
Jason Anderson-10/24/2016-GE-1	CHE 251	Organic Chemistry I
Jason Anderson-11/04/2016-GE-1	CHE 252	Organic Chemistry II
Cathryn Smith-10/11/2016-GE-1	ENG 101	College Composition
Cathryn Smith-10/17/2016-GE-2	ENG 105	Introduction to Literature
Cathryn Smith-10/19/2016-GE-3	ENG 109	Detective Fiction
Cathryn Smith-10/19/2016-GE-5	ENG 114	The Young Adult Novel
Cathryn Smith-10/19/2016-GE-6	ENG 115	Fantasy Literature
Cathryn Smith-10/19/2016-GE-7	ENG 200	Advanced Composition
Cathryn Smith-10/19/2016-GE-8	ENG 201	Early British Literature
Cathryn Smith-10/19/2016-GE-9	ENG 202	Modern British Literature
Cathryn Smith-10/19/2016-GE-11	ENG 204	American Literature Since 1865
Cathryn Smith-10/19/2016-GE-14	ENG 210	Literature of the Black Experience
Cathryn Smith-10/19/2016-GE-16	ENG 214	The Short Story
Cathryn Smith -10/14/2016-GE-1	ENG 215	Children's Literature
Cathryn Smith-10/19/2016-GE-17	ENG 216	American Minorities in Literature
Cathryn Smith-10/19/2016-GE-18	ENG 217	Women in Literature
Cathryn Smith-10/19/2016-GE-19	ENG 218	Introduction to Shakespeare
Cathryn Smith-10/19/2016-GE-20	ENG 220	Introduction to Dramatic Literature
Cathryn Smith-10/19/2016-GE-21	ENG 223	Science Fiction
Cathryn Smith-10/19/2016-GE-22	ENG 224	Literature of Horror
Jason Szymanski-11/23/2016-GE-2	GEG 203	Extreme Climate Laboratory formerly GEG 252
Jason Szymanski-11/23/2016-GE-1	GEG 204	Extreme Climate
Michael Boester-11/22/2016-GE-7	GEG 220	Geography of Genocide
Jessica Barone-11/03/2016-GE-1	GEO 108	Dangerous Earth (formerly GEO 137)
Cristin Finch-11/03/2016-GE-1	HED 108	Health, Family and Society
Cristin Finch-11/05/2016-GE-2	HED 114	Health and Safety in the Workplace
Cristin Finch-11/05/2016-GE-1	HED 118	Introduction to Safety and Emergency Care
Delia Rhodes-10/25/2016-GE-1	HED 212	Women's Health and Wellness
Brigitte Martineau-09/30/2016-GE-1	MTH 130	Modern Business Mathematics
Mark Harris-10/26/2016-GE-2	MTH 135	Introduction to Technical Mathematics **
Mark Harris-10/28/2016-GE-1	MTH 140	Technical Mathematics I**
Karen Wells-10/19/2016-GE-1	MTH 150	Survey of Mathematics
Christine Fogal-10/28/2016-GE-1	MTH 161	Statistics II
Linda Carson-10/24/2016-GE-1	MTH 165	College Algebra
Karen Wagner-09/30/2016-GE-1	MTH 175	Precalculus
Eraj Basnayake-10/11/2016-GE-1	MTH 210	Calculus I
Steve Kilner-10/26/2016-GE-1	MTH 211	Calculus II
Paul Seeburger-10/28/2016-GE-1	MTH 212	Calculus III
Roland Fisher-10/13/2016-GE-1	MUS 108	College Chorus
Roland Fisher-12/13/2016-GE-1	MUS 122	Piano Class I
Michael Britton-10/30/2016-GE-1	PEC 148	Physical Fitness Theory and Practice
Craig Rand-11/07/2016-GE-1	PEC 253	Stress Management
Michael Britton-10/30/2016-GE-2	PEJ 101	Physical Fitness I - Criminal Justice
Douglas Henneberg-10/26/2016-GE-1	PPE 100	Introduction to Sport Science
Douglas Henneberg-11/07/2016-GE-2	PPE 155	Sport Performance Coaching
Jorge Alas-11/23/2016-GE-1	SPA 101	Elementary Spanish I
Jorge Alas-11/23/2016-GE-3	SPA 102	Elementary Spanish II
Marisol Galarza-Ruiz-11/15/2016-GE-1	SPA 103	Intermediate Spanish I
Marisol Galarza-Ruiz-11/22/2016-GE-2	SPA 104	Intermediate Spanish II
Jorge Alas-11/23/2016-GE-4	SPA 111	Elementary Spanish Conversation I
Jorge Alas-11/23/2016-GE-5	SPA 112	Elementary Spanish Conversation II
Marisol Galarza-Ruiz-11/22/2016-GE-3	SPA 113	Intermediate Spanish Conversation I

Marisol Galarza-Ruiz-11/22/2016-GE-3

SPA 114

Intermediate Spanish Conversation II

Cristina Rowley-11/17/2016-GE-3

SPA 221

Hispanic Culture On Location

Heather Williams – Outcome based – MCC GenED – clarifications about the course – put their claims for gened – department does the assessment for the course – no matter the outcomes – the ethics say this is part of their course – for local gened values – 15 week outline and then mapping for course CLO vs local gened - description/rational to support the outcomes

NEG (M. Heel)

M. Heel reported the following:

- NEG is working on amendments to the FS Resolutions to align the language with the FS Bylaws passed last year amending the election process.
- He thanked NEG for their work.

Questions: A Senator asked if the recent changes in the Student Services area would be addressed prior to the elections. M. Heel explained the process is to update the constituency list prior to any election using the information available from IR. Therefore, if changes within constituencies have not been finalized, this may not be reflected in the system delaying the updates to the constituency lists and Senators allocations within departments.

Planning (P. Emerick)

P. Emerick reported the following:

- 2017 – 2021 Strategic Plan News

- The team is currently working on creating key performance indicators (KPI's) for the goals of the plan. This is being done in conjunction with Angel Andreu.
- We are pretty close to completing this process

- 2016 – 2017 Strategic Planning Grants: they will begin review applications on 2/27. Late February a decision on who to put forward.

- We have finished the initial stages of creating the forms that will be used to request either changes / modifications to space or new space. We will be presenting our work first to Vice-President Simmons then to President Kress. After we have made these presentations then we will go on tour to disseminate this process. Currently we are planning to do a workshop during professional development week to address issues related to capital projects at the College.

Additional comments:

- P. Emerick reported three Strategic Planning Grant past recipients presented at the last BOT meeting. President Kress emailed P. Emerick stating their presentations were very well received and would like to make this an annual event.

- M. Ernsthause encourages faculty to let him know about any really neat work students are doing in their classroom which could be presented to the BOT.

Professional Development (G. Lynch)

G. Lynch reported the following:

- The session proposals for June Professional Development Week are due February 24, 2017.
Add info from her email -
- The Dr. Wesley T. Hanson Award for Teaching Excellence and the MCC Award for Excellence in Professional Service deadline is April 7, 2017
- The Applications for Leave for Professional Advancement for the Benefit for the College are due March 3rd.

SCAA (A. Flatley)

No report.

8. Old Business

a) Course withdrawal emails

A. Colosimo reported she received an email from R. Domino stating beginning next semester faculty will receive an email when a student withdraws from their course.

b) Students in the Brighton Room

M. Ernsthausen emailed G. Geer-Mentry regarding concerns with the Brighton Room. She referred him to T. Van Pelt with Sodexo. M. Ernsthausen received the following response addressing concerns regarding healthier options as well as addressing students use of the room. T. Van Pelt explained the Brighton Room was open to students to address healthier options including access to the only salad bar on campus as well as the made to order deli. He will work with his team on ideas to increase the speed of the service. He further explained the portion size and quality of food follow a recipes set by the company standard. He will monitor to ensure the recipes are followed. He encourages everyone to contact him with any issues.

- H. Williams asked if the answer is no, faculty will not have a dedicated lunch space. She explained the issues with faculty not having a space to confer during lunch hours and regain the space taken away when the campus center was constructed. M. Ernsthausen pointed out students have been allowed to purchase food in the Brighton Room for over 6 years but are required to take the food to go. There was further discussion regarding the concern.

9. New Business

a) Statement of support for students, staff and faculty from the Faculty Senate regarding the recent Presidential Executive Order Gale to address – preparing draft letter of support

G. Lynch began by explaining as part of her job as Director of Global Education and International Services, she has been addressing concerns about the President's Executive order. Therefore, she offered at EC to address this issue. She presented a draft statement showing support for students to potentially be endorsed by the Faculty Senate. There was discussion and suggestions regarding the specific wording. It was agreed the draft would be sent out to Senators for their input and the EC would discuss the next step at its next meeting.

b) Tenure for Faculty in Administrative Roles

J. Scanlon stated several of his constituents are concerned about the idea of relinquishing tenure as a condition for accepting administrative positions. Therefore, he would like to see the Faculty Senate discuss this issue. Specifically, they are concerned about the consequences and ramifications of breaking this precedent at MCC, and feel it potentially restricts qualified in-house faculty from pursuing administrative positions at the college. They would like to know if a statement would come from the Faculty Senate, Executive Committee and/or SCAA on the issue. M. Ernsthausen explained the EC has not had the issue come up at an EC meeting however; he could put in on the Agenda for its next meeting.

P. Emerick stated this is the second time this issue has been brought up at a Faculty Senate meeting and on behalf of his constituency; he would like to propose the Faculty Senate go into Executive Session so M. Vest can address this issue.

Motion to go into Executive Session allowing M. Vest to remain to address the issue. Motion seconded.

Discussion: M. Redlo clarified there needs to be a 2/3 majority to pass the motion. ***Motion passes.***

The Executive Session convened at 5:25 p.m. and adjourned at 6:02 p.m.

Faculty Senate Meeting adjourned 6:02 p.m.

Respectfully submitted,

Handwritten signature of Mitch Redlo in cursive script.

Mitch Redlo
President
Faculty Senate

Handwritten signature of Teresa Schichler in cursive script.

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at March 2, 2017 Faculty Senate meeting.