



Faculty Senate

Monroe Community College

**September 15, 2016
Faculty Senate Meeting**

PRESENT: R. Babcock, E. Basnayake, E. Baxter, L. Blew, K. Borbee, S. Broberg, A. Burns, B. Burritt, A. Colosimo, B. Ellis, P. Emerick, M. Ernsthausen, K. Farrell, R. Fisher, A. Flatley, D. Gasbarre, M. Heel, J. Hill, R. Horwitz, D. Lawrence, G. Lynch, J. Mahar, J. McPhee, D. Mueller, M. Murphy, R. Pearl, E. Putnam, M. Redlo, D. Rivers, K. Rodriguez, R. Rodriguez, M. Sample, J. Santos, J. Scanlon, T. Schichler, J.C. Senden, C. Shanahan, C. Silvio, R. Straubhaar, G. Thompson, M. Timmons, T. Vinci, J. Volland, J. Waasdorp, W. Wagoner, L. Zion-Stratton

STUDENT REPRESENTATIVE: R. Thomas

ABSENT: M. Connolly, T. Custodio, M. Dorsey, H. Fox, B. Grindle, H. Holevinski, A. Knebel, L. Pierce, K. Tierney, R. Watson, A. Zamara

GUESTS: K. Collins, M. Fine, L. Holmes, A. Hughes, A. Kress, N. Pares-Kane, A. Wade, E. Wirley, M. Vest

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

1. Guest: R. Bowen, Strategic Enrollment Management Plan

M. Ernsthausen began by stating at many community colleges enrollment has dropped more than budgeted. As of September 13, 2016 MCC is within 99.2% of budget for enrollment. The College is still facing difficult-times from an enrollment standpoint however; the hard work of the College community and especially the Enrollment Management Office is helping a great deal. He introduced R. Bowen who will reviewed the Strategic Enrollment Management Plan.

R. Bowen gave an overview of the four-year Strategic Enrollment Management Plan, which can be found on the Planning page of the website. He reviewed the process the team used to develop the Plan which included members from across the College community who worked over the course of a year and half. A significant part of the Plan is the College's shift to retention. The Plan outlines eight (8) goals, which tie back to specific initiatives such as the SUNY Excel report and the current Strategic Plan. It also includes action items associated with each goal including performance measures, return on investment, and trackable data.

2. Announcements

M. Ernsthausen made the following announcements:

- a) He welcomed President Kress, Vice Presidents Wade and Holmes and thanked them for attending the meeting.
- b) He welcomed the following new Senators for the 2017-2018 academic year: E. Basnayake, L. Blew, K. Borbee, A. Burns, B. Burritt, M. Connolly, B. Ellis, J. Hill, H. Holenvenski, S. Lautenslager, M. Sample, J.C. Senden, C. Silvio, R. Straubhaar and J. Volland.
- c) He gave information regarding the Global Faces Calendar
 - A collaboration between ESOL, transitional studies, and photography students
 - TRS students interviewed ESOL students and then presented their essays to photography students. The photography students then created interpretive photos of the ESOL students based on the essays.

- Contains important College dates on the calendar
 - Available through Gale Lynch and they are free.
- d) He gave an update on the 2018-2019 Academic Calendar
- Debbie Moeckel: SUNY definition of a Semester credit hour that is “normally granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of **not less than fifteen weeks**” is in fact a federal definition based on the Carnegie unit, and there’s not a lot of wiggle room in that.
 - by lengthening classes, students can complete fewer credits during the same time frame as they could with past models
 - By having classes that begin at non-standard times, it creates scheduling conflicts with synchronous activities, including those with other institutions (such as COIL, foreign language consortium, webinars or virtual meetings with other campuses.
 - Simply changing the standard class times may create conflicts with the bus and shuttle schedule, including the schedule for students from area high schools who are bussed to classes at MCC
Question: J. Hill asked if the information she received in an email August 4th regarding the Provost’s response to the Faculty Senate’s 2018-2019 academic calendar recommendation should be sent out to Senators. M. Ernsthausen explained this was an email intended for the EC however; the information contained was not confidential but will not need to be sent out to Senators as this time.
- e) He gave an update on the Shared Leadership Coordinating Council (SLCC)
- Met Tuesday 9/13
 - Members are:
 - Administration: Joel Frater and Andrea Wade
 - CSEA: Debra Ake, and Tom Pollizi
 - Faculty Association: Bethany Gizzi and Taine Vinci
 - Faculty Senate: Amanda Colosimo and Mark Ernsthausen
 - SEGA: Casey Moore
 - SGA: Carmen Gomez and Blake Moore
 - Support Staff Planning Council: Brenda Davies and Linda Hall
 - Elected a Chair and Vice-Chair
 - Discussed Academic Calendar – members will begin talking to their constituencies to collect information to pass on to APC
 - Members given a copy of an Academic Freedom Policy to begin gathering feedback on.
- f) He received the following faculty concerns:
- Mail room door being closed and locked
 - Talked with Pat Bates: Will be a note in the Trib soon
 - Safety Concerns during the fire drill last week
 - Spoke with Bob Cunningham and Paul Wurster about the issues
 - Setting up an appointment to speak with Paul soon
- Comment: R. Straubhaar pointed out there are still several classrooms not equipped with visual fire alarms for the deaf and hearing impaired. M. Ernsthausen will discuss this concern when he meets with P. Wurster.
- g) Faculty Senate Social Lunch
- Monday 9/12
 - About 14 people attended
 - Will continue to have them on the second Monday of each month (November 16th, and May 10 at DCC)

3. Student Announcements

R. Thomas, Chief of Staff of the Student Government Association (SGA), made the following announcements:

- The goals for the SGA this year are to increase student engagement by 50% and improve communication between faculty and students
- He has volunteers willing to serve as student liaisons on the Curriculum, APC and Planning committees
- SGA has been working with Dr. Scanlon and Professor Morris on a mock election through BLACKBOARD in an effort to get more students voting. They are also working to have SGA elections held online.

- SGA will be hosting Power of the People event and voter registration drives on the Brighton and DCC campuses
- The Celtic Club is fundraising for a trip during spring break.
- The Monroe Doctrine is looking for more volunteers in order to increase relevant content.
- Student Life is also looking for volunteers.
- SGA will also be working on providing feedback on the proposed 2018-2019 academic calendar.
- He will also be looking into concerns he received from students that out of stock books are not being ordered by the bookstore. This is an issue for students on Financial Aid and the bookstore is their only option.

4. The Minutes from the June 9, 2016 All College Faculty Senate meeting were approved.

M. Ernsthausem stated due to the increased frequency Minutes are distributed the Faculty Senate Office will no longer be sending out a meeting summary to Senators.

5. Future Action Item:

a) Proposed Social Media Policy: M. Ernsthausem tabled the proposal until the Faculty Association (FA) has given its feedback.

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. 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 Committee is beginning work to update the Satisfactory Academic Grievance (SAP) and the Academic Grievance Procedure.
- The Committee is crafting a college-wide survey to identify potential challenges related to options for the 2018-2019 academic calendar. Please watch the Trib for further details
- She explained the Committee is working obtaining feedback from across the College on the proposed 2018-2019 Academic Calendar through a college wide survey. There are only viable options (3) options: 5-day pre-Labor Day start, 3-day pre-Labor Day start or exam week into instructional time

Curriculum (E. Putnam)

E. Putnam reported the following:

- The Committee will be working with M. Heel on General Education. M. Heel is setting up a General Education Review Panel to review the proposals chaired by R. Fisher (chair) along with J. Avery and C. Ganze-Smith (co-chairs).
- M. Ernsthausem strongly encouraged Senators to remind their constituents to review and comment on the Curriculum proposals. Curriculum is controlled by Faculty and its important the proposals are being thoroughly reviewed.

NEG (M. Heel)

M. Heel reported the following:

- He is working on reviewing the Faculty Senate constituency list. He has received the IR report however; he needs more information from HR updating the various office shifts from recent organizational changes. He plans to also work with the FA to ensure he has the most accurate information.
- This year the Committee will be working on revisions to the Faculty Senate Bylaws and Resolutions. The Committee will be working within the next 3 months to propose changes to move through the process with the intent of having the revisions approved by the end of semester.

Planning (P. Emerick)

P. Emerick reported the following:

- The 2017-2021 Strategic Plan Leadership team met throughout the summer and will be presenting its work to the college community. The first open forum is scheduled for Monday September 26th, at noon in Monroe B. The DCC open forum will be held on October 3rd from 12-1:00 in Room 4151.
- Following up with Strategic Planning Grant recipients to assist in project implementation.
- Compiling a summary of classroom modifications that took place over the summer and other campus modifications as a general report.
- October is Sustainable month there will be a kick off bike ride on – Sat. October 1st – 10:23 am by the flag poles.
- He is working on dates for Strategic Planning Grant submissions. There will be workshops on completion the application to help with process.
- M. Ernsthausen stated P. Emerick is also working with the President's Office to get past grant recipients on the agenda of an upcoming Board of Trustees meeting to present their projects.

Professional Development (G. Lynch)

G. Lynch reported the following:

- We meet every other Monday through October then every Monday November through May in the Career Services Library (3-108) 12:00 – 12:50 p.m.
- We had our first meeting Monday, September 12th. We reviewed our charge as a committee and discussed the calendar monthly tasks we need to work on throughout the year. The Faculty Senate website like "[Awards and Professional Leaves](#)" link is up to date.
- We will begin publicizing the [MCC Emerging Excellence Award](#) and the [John & Suanne Roueche Award](#). Nomination packets are due November 4th. Check out the Faculty Senate website like "Awards and Professional Leaves" for detailed explanations of each award. We will post Trib announcements and reach out individually to colleagues.
- Nominations for the [SUNY Chancellor's Award for Adjuncts](#) are due September 30, 2016 and the application packets are due October 14th, 2017.

SCAA (A. Flatley)

A. Flatley reported the following:

- SCAA has forwarded a memo to Vice Presidents Holmes, Oldham and Wade following up on the divisions reorganization.
- SCAA has received the proposed Reorganization of Student Services. The Committee will begin scheduling open forums to obtain feedback from the College community. She strongly encourages Senators and their constituents to contact any of the following SCAA members to share their feedback/comments: A. Flatley, B. Gizzi, J. Hill, J.C. Senden, M. Timmons, J. Volland, Jan, and S. Broberg.

7. Old Business

There was no new business discussed.

8. New Business

M. Heel stated due to the changes in many professional staff departments it may be a few weeks before the constituent list and Senator realignment is completed. However, he reassured the Senators is working on collecting and reviewing the information needed.

Faculty Senate Meeting adjourned at 4:27 p.m.

Respectfully submitted,



Mark Ernsthausen
President
Faculty Senate

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at September 29, 2016 Faculty Senate meeting.