



November 17, 2011

PRESENT: C. Abbott (President), A. Bauer, A. Benjamin, D. Burke (Secretary), N. Christensen, J. Cottrell, K. Doyle, B. Edelbach, B. Ellis, P. Emerick, M. Ernsthansen, S. Farrington, K. Frantz, T. Gilbert, E. Grissing, S. Hagreen, Rabbil Jackson-Hallis (Student Representative), M. Heel, L. Judd, R. Kennedy, E. Lanzafame, J. Mahar, J. McKenna, J. McPhee, M. Ofsowitz, M. Oliver, P. Ornt, P. Peterson, L. Pierce, H. Pierre-Philippe (Vice President), C. Powers, M. Sample, P. Sarantis, T. Schichler, D. Shaw, J. Smith, J. Volland, H. Williams, A. Wilson, J. Witz, H. Wynn-Preishe

ABSENT: P. Bishop, J. Case, A. Conte, B. Dery, G. Fazekas, M. Fine, K. Mooney-Graves, J. McKenna, D. Olaode, M. Oliver, S. Battista-Provost, C. Sardone, C. Silvio, S. Weider

GUESTS: C. Downing, M. McDonough, B. Reynolds, D. Cecero

Meeting called to order: 3:32p.m.

1. Guests

a. David Shaw, co-chair, Strategic Planning Committee - Update on the Strategic Plan

D. Shaw listed the Strategic Planning Committee members, which reflects a good cross section of the College Community. The Committee has been meeting once a week since February 2011. They have interviewed 22 groups with faculty, staff, administration and students. There have been 11 presentations by community leaders and senior College administrators and 32 interviews with additional community leaders. In an effort to make the plan more succinct it will have a different format than prior years. The content will include a mission statement, vision, core values, strategic directions, measurable goals and assumptions. The first draft will be in the Tribune in early December for review and feedback from the College community. The plan is on track to be completed and adopted in 2012.

b. M. McDonough – Provost & Vice President of Academic Services

C. Downing, Dean of Curriculum & Program Development

Update on curriculum initiatives

M. McDonough challenges the Faculty Senate to look at General Education and the Liberal Arts-General Studies (LA04) degree critically. Are we providing students with what they need to transfer? The College needs to look at these areas because too few students graduate possibly due to the College failing to provide adequate pathways. The K-12 community will be adopting common core standards and that will address college readiness. Do higher education standards/expectations reflect this new common standard? Are we teaching students what is relevant? We need to answer the critics who say we are failing our students. What can we do to keep intellectual rigor yet re-engineer the first two years of a four year experience? LA04 may no longer be meeting the needs of our students. This could be the perfect opportunity to re-invent this degree option.

C. Downing reviewed the Curriculum Chart (See Attachment “Exhibit A”). The General Education Committee is being revised. After receiving recommendations from the chairs network, 6 faculty members will be chosen by the Faculty Senate Executive Committee and 6 Faculty members will be chosen by the Deans. C. Downing reviewed the subcommittees informing the curriculum process such as Assessment and Program Evaluation, Global Education, Distance Education, Curriculum Proposals (Curriculum 2.0), C.A.P.E., Technology and Sustainability. As a Faculty Senate representative, M. Witz will be serving on the Distance Education Committee. There is an effort to ensure faculty have leadership roles in all of these committees and in the entire process.

The new Curriculum tab on MyMCC will go live after Thanksgiving. Resources include Curriculum proposals and the status of proposals posted for Faculty review. The entire College community has access to review and comment on proposals. Links to Course and Program descriptions, math placement and flow charts, course class

size, Curriculum Committee members and resources are also included. C. Downing encourages people to contact her with additional resource suggestions for the new tab. She thanked Bob Reynolds for getting the tab ready.

2. Announcements

There were no announcements.

3. Student Announcements

There were no student announcements

4. Approval of Minutes

The minutes of October 20, 2011 Faculty Senate meeting were approved.

5. Action Items:

a. 2014-2015 Academic Calendar

Discussion: There were discussions regarding a pre-Labor Day start to reduce the impact on lab classes that meet on Mondays. Many factors have changed including MCC's early registration deadline, which could allow for a pre- Labor Day start to be re-considered. The Academic Policies Committee (AP) looked at this possibility extensively last year including surveying faculty and students. There was not a clear consensus among all the constituents surveyed. The AP will discuss the calendar options again to decide if further action is warranted at this time.

Vote: Approved: 30 Opposed: 5 Abstentions: 1

The motion was approved.

b. Curriculum Proposals:

1 Program Deactivation – PD1F A.A.S. Manufacturing Technology

Discussion: There was no discussion.

Vote: Approved: 36 Opposed: 0 Abstentions: 0

The motion was approved.

c. Infused Competency Criteria Form

Discussion: M. Ernsthause explained that this form was developed and reviewed by three campus wide committees. If MCC is stating that they are infusing these competencies into their curriculum, Middle States has advised that there needs to be a tool to assess whether that is happening. Every course does not need to meet these criteria. There were suggestions made about the wording of various competencies. M. Ernsthause replied that the committee took these competencies directly from the SUNY website and SUNY advises that these be kept as broad as possible. Concerns were raised that faculty still want more time to review this document before the Faculty Senate votes. C. Downing reminded the group that Middle States has asked us to be accountable to the fact that MCC says that we infused these competencies into our curriculum. However, there is no pressure to say we are meeting any or all of these competencies in each individual course. C. Downing suggests the document should go back to the faculty with a full explanation and make sure everyone is clear on the expectations of the intent of this document. M. Ernsthause tabled this action item until the December Faculty Senate meeting. He will meet with C. Downing to prepare a memo to further explain the form and the process that will be sent out the Senators.

6. Standing Committee Reports

Academic Policies (E. Grissing)

E. Grissing reported that the committee is continuing their discussions regarding the Faculty Senate Resolution 1.1.10 (Entering Student Placement Policy). Also, the committee is discussing whether a student should have unlimited attempts to pass a course.

Curriculum Proposals (M. Ernsthause)

The curriculum committee has **posted** the following for faculty review until 11/29/11:

4 New Courses

NC23S GEG 253 Climate Change: Past, Present, and Future

NC17S HUM 207 Skills for Working with Family Violence Issues

NC11S MUS 115 Community Chorus

NC24S POR 101 Elementary Portuguese I

5 Course Revisions

CR6F MTH 166 Introduction to Data Analysis

CR9F MTH 172 Technical Discrete Math

CR8F MTH 175 Precalculus Mathematics with Analytic Geometry

CR10F MTH 200 Applied Calculus

CR7F MTH 210 Calculus I

2 Program Deactivation

PD2F A.A.S. Office Technology-Legal Office Administrative Assistant

PD3F Certificate Office Technology: Office Clerk

1 Program Revision

PR1 A.S. Computer Science

The curriculum committee has submitted the following to the Faculty Senate for vote:

1 Program Deactivation

PD1F A.A.S. Manufacturing Technology

The curriculum committee has given final approval to the following:

2 Course Revisions

CR5F CRJ 211 Community Values and Administration of Justice

CR1F OFT 214 Administrative Office Procedures

4 New Courses

NC12S MUS 104 Men's Glee Club

NC13S MUS 105 Women's Glee Club

NC14S MUS 106 Contemporary A Cappella Ensemble

NC22S GEG 252 Climate Change Laboratory

Curriculum Special Projects (M. Ernsthansen)

The projects subcommittee has been working on the course objective section in the curriculum database (located on the Course Info tab). The Committee has completed work on a document covering frequently asked questions (FAQ) about course objectives and hopes to be adding a link to it soon. The Committee will continue working on a help link from the curriculum database to further assist faculty in understanding the difference between course objectives and course learning outcomes.

NEG (A. Wilson)

No report.

SCAA (T. Schichler for M. Fine)

-T. Schichler reported that a recommendation was made for Dean of Science, Health, and Business.

She also reported that there were 8 candidates for the Dean of Career Technical Education position. The on-campus interviews began on November 15th. The committee will begin reviewing applications for the Dean of Liberal Arts on February 1, 2012.

Planning (D. Shaw)

-D. Shaw reported that the committee will announce next week that the deadline for Strategic Planning Grant proposals is January 27, 2012. This has been extended from last year's deadline date. Since the budget for this year has been decreased to \$50,000 and they are expecting numerous proposals.

Professional Development (C. Powers)

C. Powers reported that:

- B. Edelbach is working on contacting the past Professional Leaves recipients to form an Ad Hoc Advisory Group to assist applicants for the Leaves Process.
- T. Gilbert is working on setting up parameters for the various awards.
- The committee is waiting for the approval from the Provost regarding the NISOD award candidates. An announcement will be made once there is a final decision.
- They are contacting the F.A., Academic Services, and the T.C.C. for input in developing the content for the various workshops. So far, the plans include guest speaker Dennis Boike, PhD who will kick off the series which will tentatively include 4 workshops over 2 days.

7. Old Business

There was no new business to discuss.

8. New Business

P. Emerick, Senator for the Biology Department, raised concerns regarding the delay in the final exam schedule. The delay is a considerable inconvenience to the students. C. Abbott will be looking into this issue.

Meeting was adjourned at 5:02 p.m.

Respectfully submitted,

Christine Abbott
President

Donna Burke
Secretary

Minutes approved at December 15, 2011 Faculty Senate meeting.

Exhibit "A"

MONROE COMMUNITY COLLEGE

Academic Services Division

