



Faculty Senate

Monroe Community College

May 5, 2016
Faculty Senate Meeting

PRESENT: R. Babcock, E. Baxter, S. Broberg, L. Carson, A. Colosimo, T. Conte, M. Dorsey, P. Emerick, S. Farrington, M. Ernsthausen, A. Flatley, R. Fisher, H. Fox, B. Gizzi, B. Grindle, M. Heel, J. Hill, R. Horwitz, A. Hughes, J. Mahar, D. Mueller, H. Murphy, P. Oettinger, L. Pierce, E. Putnam, D. Rivers, R. Rodriguez, J. Salsburg-Taylor, T. Schichler, J. Senden, C. Shanahan, G. Thompson, K. Tierney, M. Timmons, T. Vinci, J. Waasdorp, W. Wagoner, J. Wilson, A. Zamara, L. Zion-Stratton

ABSENT: J. Chakravathy, M. Connolly, T. Custudio, K. Farrell, D. Gasbarre, S. Kinel, A. Knebel, D. Lawrence, T. Leuzzi, G. Lynch, M. Redlo, J. Santos, J. Scanlon, R. Watson

GUESTS: V. Avalone, N. Christensen, C. Fogal, H. Holevinski, T. Keys, A. Leopard, K. Lowe, N. Pares-Kane, L. Sanger, A. Wade, H. Wheeler, E. Wirley, M. Witz

Meeting called to order at 3:36 p.m.

1. **Guest Speakers:**

a) **Kristin Lowe - Title IX**

K. Lowe introduced herself and stated she started at MCC in March as Assistant to the President Title IX Inclusion. She explained the position was created to ensure the College's compliance with Title IX related matters. She will handle any questions, complaints, program support, education and training in an effort to support a culture where students, faculty and staff respect one another.

Questions:

– G. Thompson asked if she was an attorney. She confirmed she is an attorney and gave her background.

b) **MaryJo Witz - Proposed Institutional Learning Outcomes (ILOs)**

M. Witz began by stating the General Education learning outcomes were approved by the Faculty Senate last spring. She along with M. Ernsthausen co-chair the General Education Implementation team, charged with defining clearly articulated institutional learning outcomes which would apply to all students regardless of program. The team was also charged with coming up with an implementation plan for the new General Education outcomes based program also approved by the Faculty Senate. This will be forthcoming.

She reminded the Faculty Senate of the following twelve (12) General Education learning outcomes. The team identified four (4) potential outcomes nested within the list (indicated below in **bold**). The team considered the needs of all the varied programs from across the College and how they could be identified and measured within the programs.

- Write effectively in a discipline-specific context.
- Engage in effective oral communication in a discipline-specific context.
- Apply discipline-specific scientific reasoning to argument or analysis.
- **Engage in discipline-based inquiry or problem solving.**
- Analyze domestic political, economic, or social issues from various points of view.
- Examine global issues from various perspectives.
- **Apply research techniques to locate and utilize valid sources of information.**

- Apply quantitative analysis to solve discipline-specific problems, analyze patterns and trends, or evaluate data.
- **Use technology in discipline-specific ways to further educational or occupational goals.**
- **Express the application of personal, educational, or professional values to ethics-based decision making.**
- Discuss various aspects of cultural expression.
- Apply physical fitness principles and practices to a personal wellness plan.

M. Witz explained the team decided to incorporate the most important outcome of writing and communication into one outcome which allows enough flexibility to be assessed in any program across the College.

The following is the proposed ILOs which upon the successful completion of any credit-based credential at MCC, a graduate will be able to:

- Communicate effectively in academic or professional settings.
- Engage in discipline-based inquiry or problem solving.
- Apply research techniques to locate and utilize valid sources of information.
- Use technology in discipline-specific ways to further educational or occupational goals.
- Express the application of personal, educational, or professional values to ethics-based decision making.

M. Witz explained application and assessment for specific programs:

- For A.A. and A.S. degree programs, which are designed to include a required SUNY general education component, the communication ILO will be fulfilled by a student meeting both the written and oral communication outcomes by taking a course meeting SUNY Basic Communication.
- For A.A.S. degrees, certificates, and any other for-credit credentials awarded at the College, fulfillment of the communication ILO will be satisfied by a student fulfilling either the written communication or the oral communication learning outcome from MCC's new local general education program.
- Assessment of ILOs will occur concurrently with assessment of the general education learning outcomes (GELOs).

M. Ernsthausein asked for feedback on the proposed ILOs and there will be a vote at the May 19, 2016. Faculty Senate meeting. H. Murphy will send the information to Senators to share with their constituents with directions to forward feedback to M. Ernsthausein.

M. Witz stated there will be an announcement in the Trib soliciting feedback from the College community and feedback can be sent to M. Witz.

2. Announcements (M. Ernsthausein)

M. Ernsthausein welcomed to the College, Eileen Wirley, the new Associate Vice President, Technology Services/CIO.

3. Student Announcements

M. Viele, Vice President of Student Government made the following announcements:

- He met with T. Keys to discuss whether the ELC and learning center hours are meeting the needs of the evening students
- He gave an update on the Student Government elections for the spring
- Several of L. Pierce's students proposed the idea the College offer the ability to use security fobs and/or apps. He met with C. DiSalvo to discuss the many options available and whether the College is willing to move forward on the idea.
- There is a SGA meeting on May 11th where they will discuss the proposed 2018-2019 Academic Calendar. He will forward the feedback to J. Mahar.

- He met with a representative from SUNY and discussed ways to get MCC students more involved in SUNY shared governance.

Questions:

- L. Pierce asked the outcome of the security fobs discussion. M. Viele stated C. DiSalvo indicated he would be discussing it with administration over the summer. M. Ernsthausen stated he would also be following up on this issue.
- There was discussion regarding several apps which could be used.

4. **Minutes from the April 21, 2016 Faculty Senate meeting were approved.**

5. **Action Items:**

a) Curriculum Proposals

2 Program Revisions:

2016-PR5-Spring	AS	Business Administration
2016-PR10-Spring	AA	Creative Writing

1 Program Deactivation:

2016-PD2-Spring	AS	Physics Advisement Sequence
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Motion to approve the above curriculum proposals. Motion seconded. No discussion. ***Motion passes.***

b) Curriculum Committee: Adding First Year Experience as a High Impact Practice

Motion to support the memo. Motion seconded. No further discussion. ***Motion passes.***

c) Executive Committee: Proposed Faculty Senate Bylaw Article VI

M. Heel explained the new process for revising Faculty Senate Bylaws.

Motion to move the proposed Faculty Senate Bylaw Article VI forward for open forums and Faculty vote. Motion seconded.

Discussion:

- A Senator asked when the open forums would be held. M. Heel stated the open forums and vote will be held before the end of the semester.

- A. Leopard asked for clarification on the review process and when possible amendments to the proposal can be considered. M. Heel explained proposed amendments could be presented during the open hearing process and the revised version would be presented to the faculty for a vote.

Motion passes.

d) NEG: Temporary suspension of Faculty Senate Resolution 6.1.8(4-9) to allow for electronic voting for FCCC Representative

M. Heel explained there needs to be a vote to temporarily suspended this Resolution for one year to allow the elections of the FCCC Representative to move forward using an electronic vote. NEG will be reviewing the language and proposing an amendment. M. Heel explained the process for suspending the rules which begins with a Senator making a motion to suspend the rules pertaining to the stated Resolution. It needs a second unless it is coming from a committee (such as NEG). It is not debatable or amendable and requires a 2/3rds vote to pass.

Motion to temporarily suspend Faculty Senate Resolution 6.1.8(4-9). Motion seconded. No further discussion. ***Motion passes.***

e) NEG: Temporary suspension of Faculty Senate 6.1.1 (2) – Areas of constituency

M. Heel explained this Faculty Senate Resolution will need to be suspended since the Faculty Senate Resolution will need to be updated to reflect the current constituency areas as outlined last year.

Motion to temporarily suspend Faculty Senate Resolution 6.1.1(2). Motion seconded. No further discussion. ***Motion passes.***

6. **Future Action Items (vote at the May 19, 2016 Faculty Senate Meeting)**

a) Academic Policies Committee: Faculty Senate Resolution 1.8.3

J. Mahar presented the proposed amendment. It was suggested the wording be updated include gender neutral pronouns, where applicable. J. Mahar stated he will update the language before it is sent to Senators.

b) Academic Policies Committee: Proposed 2018-2019 Academic Calendar

J. Mahar presented three (3) options:

1. Post-Labor Day Start with converting exam week into an instruction week
2. 3-day early pre-Labor Day start
3. 5-day early pre-Labor Day start

Questions:

- K. Tierney asked if the breaks in spring were discussed and addressed. J. Mahar stated in the past the Committee has proposed options for eliminating one of the breaks and the feedback was not in favor of this as an option. Since there was limited feedback at the open forums regarding spring the Committee focused on the fall. There was additional discussion regarding this issue. J. Mahar stated a motion could be made at the May FS meeting to charge Academic Policies with reviewing the issue further.
- J. Salsburg-Taylor asked how the contract/workload issues would be addressed if there was a pre-labor day start. B. Gizzi explained if the FS recommends a pre-Labor Day start, the FA constituency will need to vote as well. This process would include a vote to open the current contract followed by a survey exploring the options.
- E. Baxter asked for clarification on whether the recommendation for 2018-2019 Academic Calendar is setting a precedent for future calendars. J. Mahar confirmed and the Faculty Senate Resolutions outlining the guidelines will need to be updated.
- A. Leopard asked if a FS vote was premature and should be held off until the FA has had the opportunity to survey its members. J. Mahar stated he believes Senators are representing their constituency and should be able to vote accordingly. There was additional discussion on this issue.
- J. Salsburg-Taylor stated she would like to have the CSEA thoughts on the options. She asked if the dorms would be open, giving examples of issues if the dorms did not open prior to classes beginning. J. Mahar stated if a pre-Labor Day start goes through this would need to be addressed.
- There were additional questions, clarifications and discussion regarding the rationale for each option and requests to include this information in memo form when it is sent out to Senators. J. Mahar agreed to provide this information along with working on a survey.
- J. Mahar stated the vote will be as follows: 1st vote will be whether to have a pre-Labor Day start or post labor day start. If the 1st vote results in favor of a pre-labor start there will be an additional vote between the proposals for the 3-day or 5-day early start.
- M. Heel made a motion to postpone the vote on the 2018-2019 Academic Calendar until the June 9, 2016 FS meeting to allow departments/areas more time to discuss the options. Motions seconded. No further discussion. **Motion passes.**

c) NEG: Proposal to make Education Initiatives and Advocacy (EIA) Committee a permanent sub-committee

M. Heel presented the proposal. He explained the FS will vote to make EIA a permanent sub-committee under NEG. The process is similar to other FS sub-committees: CAPE (under Curriculum Committee) and the Classroom Committee (under Planning Committee). He explained NEG is currently reviewing the language in the Faculty Senate Resolutions addressing the membership and duties for each of the sub-committees and should be able to present proposed revisions in June or September. C. Fogal has agreed to continue as EIA chair.

Questions:

- K. Tierney asked for information on what the EIA has accomplished this year. C. Fogal stated they have been working on a proposed MCC Ethics Statement and gave details on the process. She also explained the Committee was created as a result of a FCCC Resolution recommending all community colleges have a similar committee to keep up with SUNY mandates.

- H. Murphy will send out the proposal to Senators to share with constituents. Feedback can be sent to M. Ernsthausen.

d) Shared Governance Leadership Coordinating Council document

M. Ernsthausen presented the document which outlines the basic operational structure of the Shared Governance Leadership Coordinating Council. The rules, resolutions and bylaws as to how the group will function will be worked on during the first year. The document was prepared by Dr. Wade, Dr. Frater, B. Gizzi, B. Moore (student representative), B. Davis, M. Ernsthausen and T. Pollizi. M. Ernsthausen asked the Senators to review the document and send comments and feedback to him by May 12, 2016. There will be a vote at the May 19, 2016 FS Meeting.

Questions:

- J. Hill asked if this would be a recommending body, voting on what will move forward. M. Ernsthausen confirmed. H. Wheeler further explained each group's business will remain within that group (FS business will remain with FS, FA business will remain with FA, etc.) and the individual groups will not be required to report back to the Shared Governance Leadership Coordinating Council.
- B. Grindle asked if this group will operate under the shared governance model as an additional layer. M. Ernsthausen agreed it will be under shared governance, however it will not act as an additional layer since each group's business will remain within that group. It will improve the process and communication between the groups.
- T. Conte asked if there are other colleges with similar systems. M. Ernsthausen stated this is unique to MCC.

e) Proposed General Education Institutional Learning Outcomes (ILOs)

H. Murphy will send out the proposal to Senators to share with constituents. Feedback and comments can be sent M. Ernsthausen and M. Witz.

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 (J. Mahar)

No report.

Student Affairs (J. Mahar)

No report.

Curriculum (E. Putnam)

E. Putnam reports the following:

- The Curriculum Committee has given final approval to:

5 Program Revisions:

2016-PR8-Spring	AS	Engineering Science
2016-PR9-Spring	AS	History Advisement Sequence
2016-PR7-Spring	AS	Music Performance
2016-PR5-Spring	AS	Business Administration
2016-PR10-Spring	AA	Creative Writing

1 Program Deactivation:

2016-PD2-Spring	AS	Physics Advisement Sequence
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9 Course Revisions:

2016-CR24-Spring	THE 211	Theatre Production Laboratory
2016-CR26-Spring	MAR 200	Principles of Marketing
2016-CR28-Spring	HSM 101	Introduction to Emergency Management
2016-CR27-Spring	CDL 110	Career and Life Planning for Undeclared Students

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| 2016-CR25-Spring | TEK 101 | Computer Applications for Technicians |
| 2016-CR29-Spring | ART 101 | Art Essentials |
| 2016-CR30-Spring | ART 104 | Drawing I Foundation |
| 2016-CR31-Spring | ART 154 | Drawing the Human Figure |
| 2016-CR32-Spring | ART 204 | Drawing II |
- 2 Course Learning Outcome Revisions:
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| 2016-CO33-Spring | BIO 144 | Human Anatomy and Physiology I |
| 2016-CO34-Spring | BIO 145 | Human Anatomy and Physiology II |
- The Curriculum Committee has posted for faculty review until 5/10/16:
- 1 New Program:
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| 2016-NP1-Spring | Cert | Apprentice Training: Automotive Certificate - Toyota T-TEN |
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- 3 Program Revisions:
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| 2016-PR12-Spring | AS | Business: International Business |
| 2015-PR20-Fall | AS | Sports Management |
| 2016-PR11-Spring | AS | Commercial Art And Illustration |
- 6 Course Revisions:
- | | | |
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| 2016-CR33-Spring | BIO 144 | Human Anatomy and Physiology I |
| 2016-CR34-Spring | BIO 145 | Human Anatomy and Physiology II |
| 2016-CR35-Spring | GEO 106 | Introduction to Oceanography |
| 2016-CR36-Spring | GEO 203 | Geomorphology |
| 2016-CR37-Spring | GEO 220 | Geology of New York State |
| 2016-CR40-Spring | MTH 104 | Intermediate Algebra |

NEG (M. Heel)

M. Heel gave the following report:

- He stated there is currently one candidate for the FCCC Representative. He asked that anyone interested let him know as soon as possible.
- He stated the following departments/areas still have open seats: Biology, English/Philosophy, Information Technology, Nursing, Career and Transfer, DCC Academic Services, Institutional Technology, Workforce Development and Athletics. The deadline for nominations is May 16.

Planning (P. Emerick)

No report.

Professional Development (A. Colosimo)

No report.

SCAA (A. Flatley)

A. Flatley reports the following:

- The following Dean searches are ongoing:
 - Dean for School of Social Sciences & Global Studies and School of Arts & Humanities
 - Dean for School of Community Engagement & Development and School of Business, Hospitality & Entrepreneurism
 - Dean of Academic Foundations *
 - Dean of Curriculum and Program Development *
- *searches are to be completed in the fall 2016 with projected hire date January 2017.
Open forums will be announced

8. Old Business

New Downtown Campus (NDC) furniture

P. Emerick stated he met with B. Cunningham again regarding the concerns about the NDC furniture. There were rumors the design team was dictating the choices but this is not the case. The biggest factors with regards to what is being offered as options are the size of the offices and the budget. The average size of the offices was used to calculate what is going to fit, which is a lateral file or bookcase,

student chairs, and faculty desk. P. Emerick asked B. Grindle to comment as a member of the design team.

B. Grindle explained lateral files were chosen as an option because they fit closer to the wall and do not stick out into the room. He pointed out faculty and staff were given four (4) different chair choices.

- J. Waasdorp asked why DCC employees are not allowed to bring their own or current office furniture. B. Grindle explained when projects are funded through a bond, moving expenses are not factored into the costs. There was discussion regarding what would happen to the old furniture.

- Several Senators asked whether classroom furniture or athletic equipment would be moved. B. Grindle stated he believes this will be assessed on a case by case basis resulting in some items being moved at the expense of the College. He suggested contacting B. Cunningham, who has a complete list of what is being moved.

9. New Business

There was no new business discussed.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,



Mark Ernsthausen
President
Faculty Senate

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at May 19, 2016 Faculty Senate meeting.