



Faculty Senate

Monroe Community College

**Faculty Senate Meeting
May 15, 2014**

PRESENT: K. Aquila, R. Babcock, M. Bates, L. Carson, J. Case, K. Chin, N. Christensen, A. Colosimo, T. Conte, K. Doyle, P. Emerick, M. Ernsthause, S. Farrington, R. Fisher, H. Fox, K. Mooney-Graves, E. Grissing, D. Henneberg, A. Hughes, E. Lanzafame, J. Mahar, B. Managan, S. McCormack, J. McPhee, D. Navarro, M. Ofsowitz, H. Murphy, J. Oriol, P. Peterson, E. Pierce, E. Putnam, M. Redlo, K. Rodriguez, M. Sample, J. Santos, T. Schichler, D. Shaw, G. Thompson, K. Tierney, J. Wilkie, H. Williams, A. Wilson, J. Wilson, M. Witz
ABSENT: A. Bauer, M. Heel, M. Kachaluba, J. Kucich, P. Oettinger, P. Ornt
GUESTS: C. Abbott, V. Avalone, D. Cecero, K. Collins, C. Cooper, C. Downing, M. Fine, J. Hill, A. Lee, A. Leopard, K. Love, M. McBride, D. Rhode, L. Sanger, K. O'Shea, P. Wakem, T. Vinci
STUDENT REPRESENTATIVE: S. Jopson

Meeting called to order: 3:33 p.m.

1. **Special Announcement:** M. Ernsthause, on behalf of the Faculty Senate, thanked Dr. McDonough for his work on campus and wished him success in his new endeavor. Dr. McDonough stated he is finding it hard to leave the incredible faculty and staff at MCC and thanked everyone for their commitment and hard work.
2. **Guest Speakers:**
 - a) **M. Brandt – reported on her Professional Leaves for the Benefit of the College**
M. Brandt began by expressing her gratitude for being granted the leave and how valuable the time was for her professionally and personally. She explained the leave time was divided into two categories: administrative work (laying the groundwork for the creative writing degree, which will be offered at MCC) and professional development (exploring ways to enhance opportunities as a writer, teacher and soon to be Director of the new Creative Writing Program at MCC). She continued by explaining the detailed administrative work, which included going through surveys completed by MCC students interested in a creative writing program as well as data from creative writing courses and programs from other community colleges. She also spoke with people involved in transfer, shaped articulation agreements, and built pathways to help outline MCC's program. She gave examples of her professional development work including how she was able to finish a novella, construct a submission log, finish a collection of short plays, write a play and co-write a paper on teaching English at a community college. She ended by stating it was as amazing experience and would recommend the application process to anyone interested in a professional leave.
 - b) **R. Schill – Emergency Campus Sheltering**
R. Schill gave information and procedures for the following emergency situations on campus including definitions and examples for Shelter In Place, Controlled Evacuation, and Lockdowns. There is a plan for a lockdown drill on the Brighton Campus. Also, there will be more information coming out about the June 20, 2014 Active Threat Exercise.

The following are important emergency phone numbers for MCC campuses:

- 292-2911 (Brighton Campus)
- 262-1414 (DCC)

- 292-2911 or 911 (ATC)
- 911 (PSTF)
- 292-2911 or 911 (Workforce Dev)

He also explained the notification process, which includes Informacast (public address system) NY Alert, and MCC Email System.

He emphasized the importance of preparedness and K.I.S.S (keep it simple), drills, exercises (FSE) orientation programs (new staff, faculty). He distributed two handouts, which can be retrieved from the Public Safety website <http://www.monroecc.edu/depts/pstd/index.htm?deptdirectory>. He suggested every employee watch the videos on their site as well. He pointed out additional items to consider during a lockdown which included, rooms must remain secure (locked) when door is closed, individuals outside must seek shelter and cover immediately during a lockdown, do not evacuate for a fire alarm during a lockdown unless you clearly perceive threatening fire and smoke, or are instructed to do so by law enforcement personnel.

Questions:

- E. Putnam pointed out currently most doors on the Brighton campus can only be locked from the outside using a key. She asked if there is any plan to change this. R. Schill explained new locks are not in the plan, however, he advised if it is feasible, to keep office doors shut and lock the doors to classrooms at the start of each class.
- H. Williams asked for clarification on the policy for certain emergencies since the video on the Public Safety website suggests running, whereas MCC Public Safety is suggesting lock down and staying put. R. Schill stated there are many different scenarios and each individual needs to take the totality of the situation into account before they react. Public Safety will work to get the most specific information about the threat out to the College community during an emergency.
- J. Case asked what the plan is for sheltering in place in the larger areas of the College such as Building 3. R. Schill stated Public Safety is working on a formal policy for this type of scenario which includes identifying adjacent rooms in the area (Monroe A/B, Library), which could be used during a lock down for large numbers of people.
- M. Redlo asked if it was possible to have the "Steps to Take During Lockdown" card placed in all classrooms. R. Schill stated he agreed this would be a good idea and he is working on getting clarification on how to go about having it posted in each classroom.
- G. Thompson asked for clarification on the lockdown procedures during dangerous weather situations (i.e. tornados and/or hurricanes). R. Schill stated the emergency notifications would have the most specific information about the threat as well as specific instructions for lockdown i.e. rooms without windows.

c) M. McBride – Open Education

M. McBride stated in response to student requests the library is open the Sunday during finals week. If this helps the students, he plans to continue this each semester.

M. McBride explained Open Education Resources (OER) are resources created by faculty, then licensed so they can be shared openly, bypassing publishers. He clarified OERs are different than MOOCS. The library is now offering this service to faculty and students. The initiative stems from the increase in the price of databases, which has limited libraries access to needed content. One solution is OERs, which are web-based content written by faculty. Print copies could also be available through the organizations that housed the content such as Merlot, OER Commons or possibly through the college print shop. He further explained students are looking for ways to reduce textbook costs with the average community college student paying \$2,100 for 2 years of book purchases. He also pointed out another OER model where college libraries are publishing faculty resources eliminating the high costs charged by publishers, allowing faculty members to keep more of the profit.

He stated there has been a lot of interest from faculty who are currently working with librarians to put open content into their courses. He encouraged those interested to talk with their colleagues about this initiative, emphasizing it is a great cost cutting solution for students.

Questions: M. Ofsowitz clarified OERs are additional resources, not a replacement for educational databases. M. McBride confirmed it is an additional resource not a replacement. However, MCC has decided to pursue a “purchase on demand” process; partnering with other groups to reduce expenditures while paying for only what is needed. He pointed out the library website will be updated as well.

d) V. Avalone and H. Yuen-Eng – Campus Drive Construction Update

V. Avalone began by explaining the construction at the front of campus is complete, with just some planting and paving stripes to finish. The snow fences will be taken down once the grass grows in completely.

The final phase of the Campus Drive project will begin May 27, 2014; the south end of the campus will be closed to create the new roundabout. Construction will continue throughout the summer with an estimated August 15, 2014 completion date. She explained the new traffic patterns while the south entrance is closed. More information about the projects can be found at the following link:

<http://www.monroecc.edu/go/TransportationChanges>.

She explained the reason for the roundabout is to reduce accidents and traffic in this area. She understands there will be a learning curve using the roundabout but research suggests this is the best way to improve safety.

Questions:

- A Senator pointed out the font sizes on the signs are often too small to see which results in cars slowing down to read the signs. The entrance will be blocked off, which will make it very clear which way to go.
- M. Brandt asked if there were many accidents in this area. V. Avalone confirmed there were accidents on the perimeter road and traffic backups, the roundabout should help.
- D. Navarro asked what the speed limit will be for Campus Drive and in the roundabout after construction is complete. V. Avalone stated she is not sure the speed limit however, the roundabout should slow traffic down.

3. Announcements (M. Ernsthause)

M. Ernsthause reminded Senators to encourage their constituents to attend the June Professional Development Workshops June 9 through June 12. More information can be found at the following link: M:\Offices\Shared\Faculty Senate\May 2014 Faculty Senate Meeting. It was clarified participants will need to RSVP for the meals.

4. Student Announcements (S. Jopson)

- S. Jopson thanked M. Ernsthause and the Faculty Senate for working with the students this year and he hopes the relationship will continue in upcoming years. He is graduating this semester and transferring to University of Rochester or Binghamton. M. Ernsthause wished him luck on behalf of the Faculty Senate and thanked him for being the voice of the students this year. M. Ernsthause stated he also hopes the relationship with the SGA/SEGA will continue.
- S. Jopson thanked the Senator from Chemistry and Geosciences for directing Professor Irwin to SGA to request funds to send a student to a national conference. The student's request was granted and she was able to attend the conference to present her research.

5. The minutes from the April 24, 2014 Faculty Senate meeting were approved as amended.

6. Future Action Items:

- a) E. Grissing, on behalf of the Academic Policies Committee, explained the rationale for recommending the College close on Veterans Day (when it falls on a weekday). He stated the

Committee has discussed this issue with Veteran Services, who pointed out Veterans would like to celebrate Veterans Day on November 11th. E. Grissing asked Senators to discuss this recommendation with their constituents for vote at the June Faculty Senate meeting.

b) E. Grissing, on behalf of the Academic Policies Committee, proposed revising the wording of Faculty Senate Resolution 1.10 (Course Information Sheets). H. Murphy will forward the complete proposed wording to the Senators. See Exhibit "A"

7. Action Items:

a) Academic Policies: Revised Faculty Senate Resolution 1.4(5) Class Attendance Policy

It was clarified the attendance records referred to in the revisions are not just the records in ANGEL and/or Banner but the faculty's records that can be kept and referenced.

Motion to approve revisions to Faculty Senate Resolution 1.4(5). Motion seconded.

No discussion. Motion passed.

b) Curriculum Action Items:

2014-PR14-Spring Cert Paralegal Studies

2014-PR11-Spring AAS Criminal Justice: Police

2014-PR10-Spring AAS Criminal Justice: Corrections Administration

2014-PR9-Spring AS Criminal Justice

Motion to approve the program above revisions. Motion seconded. No discussion. Motion passed.

c) SCAA: Proposed Faculty Senate Resolution 5.1.4 and 5.1.5 Department Chairs

Motion to approve revisions to Faculty Senate Resolution 5.1.4 and 5.1.5. Motion seconded.

No discussion. Motion passed.

d) FCCC: Resolution in Opposition to the Articulation Language in the Revised SUNY Program Review Form

Motion to approve FCCC resolution. Motion seconded. No discussion. Motion passed.

e) MCC Employee and Visitor Conduct Policy (draft #5)

- J. Wilkie asked for clarification that the vote would be on the draft presented to Senators (at the March Faculty Senate meeting). M. Ernsthause confirmed the vote would be on Draft #5. It was further asked if there was another draft. M. Ernsthause confirmed there is an additional draft but it was not finalized until recently and the Executive Committee members agreed to present Draft #6 for discussion depending on the results of the vote on Draft #5.

- M. Ofsowitz pointed out Draft #5 prohibits the exchange of money for personal profit on campus, which would mean textbook sales, coffee shops etc. would all be prohibited according to the wording in this version of the proposed policy. A. Lee stated she is taking notes on the discussion and referred the question to J. Hill. J. Hill stated she believes the wording referenced the use of pools and keeping a portion of the funds collected. M. Ofsowitz said the use of the word "or" excluded any profit as reference above. D. Cecero further explained, although she is not familiar with the exact wording, she believes the language is intended to protect against gambling with money.

Motion to approve MCC Employee and Visitor Conduct Policy (Draft #5). Motion seconded.

No discussion. Motion failed.

M. Ernsthause stated after hearing concerns presented at the March Faculty Senate meeting, the administration reworked the proposed policy creating Draft #6. The Executive Committee has reviewed the proposed version and it was also forwarded to B. Gizzi. M. Ernsthause asked if B. Gizzi would like to address any concerns the FA may have regarding Draft #6. B. Gizzi pointed out the FA still has concerns about the underlined section of the following statement, which is the same concerns stated after reviewing Draft #5 "As assigned by the Board of Trustees, the President, in the role of Chief Executive Officer of the College, has the final determination in sanctions for violations." M. Ernsthause asked if she feels the FA could still represent its members if this draft was approved. B. Gizzi stated the FA has not discussed and/or voted on this version however, she believes the FA would not approve this draft based on the statement indicated above.

M. Ernsthause stated the Executive Committee members agree with the change of tenor in the document, which addressed academic freedom concerns and also includes contract negotiations language. He further stated this revision shows the administration is willing to listen and make

changes. H. Murphy will forward proposed Draft #6 and addendum to Senators to share with their constituents. There will be a vote to approve Draft #6 with addendums at the June Faculty Senate meeting.

M. Ernsthausem also pointed out the Employee Conduct Code steering committee was sent a copy of Draft #6 to review. M. Ernsthausem was asked to clarify the Committee's role in Draft #6. He stated they were sent the draft and assumed they were asked for their input. A. Lee further explained once Draft #5 was sent to the Faculty Senate and other organizations on campus for consideration, she closed out the committee's work. After Draft #6 was prepared the committee was not reconvened to review this version. M. Ernsthausem apologized for the confusion and thanked A. Lee for clearing it up.

8. 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.

Academic Policies (E. Grissing)

E. Grissing reported the following:

- The Committee is recommending the College close on Veterans Day (when it falls on a weekday). E. Grissing will present the recommendation to be voted on at the June meeting.
- E. Grissing will present at the proposed amendment to revise wording of Faculty Senate Resolution 1.10 (Course Information Sheets) to suggest the addition of some optional items to include on the CIS. There will be a vote at the June Faculty Senate meeting.

Curriculum Proposals (E. Putnam)

E. Putnam reported the following:

- The Curriculum Committee has given Final Approval to:

4 Program Revisions: (today's action items)

- 2014-PR14-Spring Cert Paralegal Studies
- 2014-PR11-Spring AAS Criminal Justice: Police
- 2014-PR10-Spring AAS Criminal Justice: Corrections Administration
- 2014-PR9-Spring AS Criminal Justice

1 New Course:

- 2014-NC3-Spring CRJ 281 Private Security/Loss Prevention Investigations
- 2014-NC7-Spring IDE 250 Color and Light

6 Course Revisions:

- 2014-CR44-Spring COM 264 Digital Audio/Video I
- 2014-CR43-Spring COM 267 Digital Audio/Video II
- 2014-CR52-SpringHMN 220, 221; PHL 108, 109 (add MCC Gen Ed SS status)
- 2014-CR40-Spring IDE 201 Interior Design III
- 2014-CR41-Spring IDE 203 Interior Design IV
- 2014-CR55-Spring GEG 135Business GIS

2 Course Deactivations:

- 2014-CD14-Spring PHO 102 Photography for Non Majors 2
- 2014-CD15-Spring COM 141 Introduction to Radio and Television

- The Curriculum Committee has posted for faculty review until 5/13/2014:

1 New Course:

- 2014-NCXX-Spring ENG 219 LGBTQ Literature

Curriculum Special Projects (P. Emerick)

P. Emerick reported the following:

- The Committee is continuing to follow up on CLO's with the authors and currently working on those CLO's that have been submitted spring 2014.

NEG (A. Wilson)

A. Wilson reported the following:

- The email will go out to 2014-2015 Senators committee requesting committee preferences soon.
- S. Battista-Provost is the new MCC Association Board representative.
- There were no comments or concerns expressed at the open hearings for the Faculty Senate Bylaws amendments. The ballots have been sent out electronically to all voting faculty. The deadline for submitting a vote to the Faculty Senate Office is May 19, 2014 at 5:00 p.m.

Planning (M. Redlo)

M. Redlo reported the following:

- The Committee met with E. Martin, chair of the Faculty Senate Ad-Hoc Classroom Committee, to discuss classroom activities. Members of the ad-hoc committee include D. Boni, S. Broberg, G. Dutter, J. Keith, J. Murphy, P. Oettinger, K. Wagner and P. Wurster. Beginning fall 2014, select classrooms on the Brighton classrooms will pilot the node (combination desk and chair).
- The Committee met with T. Keys to get a technology update. T. Keys updated the Committee on the ANGEL to BB migration.
- The Academies models are moving forward and they are currently working on coding courses to be included in the cohorts. They are also finalizing the presentations for the June Professional Development workshop.
- M. Redlo continues to work with M. McBride and E. Wheeler on using the re-directed funds originally from a Strategic Planning Grant to enhance the Veteran's lounge, located on the 3rd floor in the library. H. Williams thanked M. Redlo for all his hard work on getting this accomplished. M. Ernsthausen plans to update the Board of Trustees on this initiative.
- M. Redlo is coordinating with the bookstore regarding the "We are MCC" merchandise. He will be working to find out how the sales proceeds will be distributed in order to apply the proceeds towards scholarships.
- The Committee is working on completing the procedures for the grant process.
- The Committee is working with SCAA on the Proposed Organizational Structure.

Professional Development (H. Williams)

H. Williams reported the following:

- The 2014 Carmen Powers Legacy Lectures went well.
- The Committee continues to work on finalizing the June Professional Development Workshops.
- The following awardees were announced:

Chancellor's Award for Excellence in Teaching:

Elizabeth Johnston, Associate Professor, English and Philosophy

Daniel Robertson, Associate Professor, Chemistry and Geosciences

Chancellor's Award for Excellence in Scholarship and Creative Activities:

Anthony Leuzzi, Associate Professor, English and Philosophy

Chancellor's Award for Excellence in Classified Service:

Debra Ake, Secretary II, Academic Support Services

Dr. Wesley T. Hanson Award for Teaching Excellence:

Suzanne Long, Associate Professor, Biology

MCC Award for Excellence in Professional Service:

Donna Mueller, Director, Health Services

Chancellor's Award for Excellence in Adjunct Teaching

Jeannette Funkhauser, Associate Professor, Mathematics

Diana Robinson, Professor, Human Services

SCAA (J. Case and D. Shaw)

J. Case reported the following:

- The search for Assistant to the President, Human Resources and Organizational Development has been extended in an effort to obtain a wider candidate pool. Due to the search being extended, Marlene Goho has requested a FA representative be included on the search committee going forward.

After discussing this request with S. Strong, it was agreed it is important to involve the unions' in the process, therefore time has been scheduled during the day the candidates interview on-campus for union representatives and campus shared governance leaders to ask the candidates questions. J. Case will keep B. Gizzi informed as the process goes forward.

D. Shaw reports the following:

- The SCAA Open Forum on the proposed organizational structure was well attended and feedback was received through comments and a survey distributed. The Committee is discussing ways to allow for anonymous comments possibly through an online survey.
- D. Shaw plans to meet with the departments impacted by the changes outlined in the proposal.

9. Old Business

a) M. Ernsthausem made a statement regarding the process leading to the compromise with President Kress regarding the Reorganized Structure Proposal as outlined in the statement sent to Senators and in the Tribune.

He began by stating he met with President Kress 2-3 weeks ago with the intended goal of giving her feedback about the issues relating to the Proposed Reorganizational Structure. However, without intending to, the conversation evolved into a negotiation and the compromise was reached. He explained to President Kress he would need to get the approval of the Executive Committee at its next meeting. They also discussed how the information would be sent out to the College community; President Kress suggested it be announced in the Tribune before or after the SCAA process. M. Ernsthausem stated he would discuss it with the Executive Committee as well. The Executive Committee met and discussed the compromise, voting to announce it in the Tribune. M. Ernsthausem stated he has heard from many members of the College community who are upset the process was not followed and he agrees it was not followed. He takes full responsibility and has learned a lot as a result. He reiterated it was not his intention to negotiate with President, side stepping the process. He stated he truly believed it was the right thing to do and the right time to announce it. In the future, he will ensure the process is followed. He owes the Faculty Senate and SCAA an apology for not following the process. He hopes it is possible to move forward and the faculty will once again be able to speak with a unified voice.

M. Sample read the follow statement:

"The members of the Department of Anthropology/History/Political Science/Sociology are unanimously opposed to the violation of the SCAA process by the Faculty Senate President and Executive Committee. With a reorganization plan of this magnitude, the SCAA process should have been followed according to the Faculty Senate Bylaws and recommendations should have been presented to the full Senate before any commitments were made. We recommend that the Faculty Senate President and Executive Committee cease all closed decisions with the President of the College and also explain the decision to act without approval of the full Senate."

M. Ernsthausem stated he is aware there was a similar statement from the Chairs Network however; the chairs network co-chairs are not present at the meeting. A. Leopard (a member of the Chairs Network) confirmed there were conversations however; the co-chairs handled it and she is not aware of the result. Note: The letter was submitted to SCAA but was not read during the meeting however, it is attached as Exhibit "B".

Additional questions for M. Ernsthausem regarding the process:

- J. Wilkie respectfully asked why M. Ernsthausem met with President Kress before the SCAA process was complete. M. Ernsthausem stated he felt it was important to address with President Kress the general concerns he was repeatedly hearing from many Faculty. He further explained he understands he was not aware if these were the most important issues but they were the issues he had heard repeatedly.
- G. Thompson asked if the agreement was currently in place, and if it could be renegotiated since the SCAA process was not followed and it violates the Faculty Senate Bylaws. M. Ernsthausem confirmed it is in place. It cannot be renegotiated at this time and he is not sure he agree it violates the Faculty Senate Bylaws. D. Shaw confirmed it violates the Faculty Senate Bylaws since ETS would be dissolved

in the compromise. M. Ernsthausem asked for input on the next step. G. Thompson stated his department unanimously agreed the compromise should not be in effect. E. Putnam asked for confirmation the SCAA process is only for making a recommendation and President Kress will make the final decision. M. Ernsthausem confirmed this is the process. M. Ernsthausem stated the Executive Committee would discuss G. Thompson's concerns.

- M. Ofsowitz asked M. Ernsthausem if he mentioned to President Kress when he met with her the current motion on the table to discuss a vote of no confidence in President of the College. M. Ernsthausem stated he did not mention this to President Kress.

b) N. Christensen made a motion to extend the meeting in order to address the motion on the table, which is to discuss a vote of no confidence in the President of Monroe Community College. Motion seconded. No discussion. Motion passed. D. Shaw clarified the process for discussing of the motion.

- J. Wilkie shared information collected from the English/Philosophy Department regarding the motion she proposed on behalf of some of her constituents:

First of all, this conversation should not only include the re-org implications or process, but the history of damage to shared governance and trust including:

- Hiring an external team to negotiate a contract before the process has even started seems to negate good faith
- Changing summer hours without first negotiating with the FA and CSEA and without explanation
- Moving to self-funding for health care without a college-wide discussion
- Code of Conduct process and revisions
- Process of the proposed reorganization as one of the factors
- A discussion at a FA meeting where a vote of no confidence was discussed that indicated if such an action was decided upon; it would have to be a joint effort by the FA, FS, and CSEA. It, therefore, seems prudent for the FS to discuss it. The following are reasons why this should be discussed:

- The reality is that lots of people are talking about grave concerns with President Kress before the reorganization but people are too afraid to talk publically about it and the Senate should give a voice to that conversation
- If not in Senate, then where and when
- The outcome of this discussion could be pro- or anti-vote, we certainly don't know until the conversation happens.
- There are also concerns that this discussion should not happened. The official tally from the department on supporting the discussion was the following (44% of the department participated in the vote):

Yes 11 No 7 other: no vote, only comments 1

- S. Farrington read the following statement on behalf of the World Languages and Cultures Department: "We, the World Languages and Cultures Department, echo the thoughts found in the memo sent to SCAA by our colleagues in the Anthropology/History/Political Science/Sociology department, as well as the concerns of our colleagues from other departments. To this end, we are deliver a similar memo to SCAA that reflects our concerns. We strongly believe that the processes and procedures that have worked well at MCC for years must be followed. Furthermore, the culture of shared governance has fostered an atmosphere of civility and collegiality between faculty, staff and administrators at our College, it is important that it be respected. We feel concerned that this culture has been eroded recently, and that this may be detrimental to the success of the College's mission. We appreciate your serious consideration of our valid concerns in this matter."

- T. Conte stated he believes a vote of no confidence is premature. L. Pierce pointed out this is just a discussion.

- J. Santos agrees the discussion is premature. She stated she works with community partners and President Kress is well thought of in the community for her work and efforts.

- S. Jopson stated although he does not understand the concerns of the faculty he can speak on behalf of the SGA. President Kress has been great, listening and addressing student concerns. The students would strongly ask that their opinions be taken into consideration.

- G. Thompson clarified the Law/Criminal Justice Department members were strictly discussing the action of the Executive Committee not President Kress when he indicated under Old Business the department unanimously agreed the compromise should not be in effect.
- K. Mooney-Graves stated, on behalf of Applied Technologies Department members, they have significant concerns regarding how President Kress treats employees however, as a department it would not support a vote of no confidence in the President of the College.
- M. Ernsthausein stated he also believes a no confidence vote is premature since over the past year President Kress has shown signs of reaching out to shared governance. She has already discussed the importance of defining the different shared government rolls and how the groups should interact with each other. He understands the concerns; however as President Kress has been straightforward with him he does not believe this is the right time for a vote of no confidence.
- R. Leopard addressed M. Ernsthausein stating of course there is shared governance between him and President Kress, however she is not hearing from the Faculty. He continued addressing the Senate stating he cannot share what he hears at Faculty Council meetings however, since she has been President of the College there has been one grievance after another. The College has a long history of working well with the FA but he believed President Kress's number one job is union busting. He further stated she is after the union and the Faculty's ability to speak with one voice, pitting each union against the other, instead of having the unions work together. He wished he could give examples however; there are specific instances of her refusal to work with shared governance.
- B. Managan stated he believes the term is "Divide and Conquer."
- H. Williams stated she thinks everyone would agree, since the difficult contract negotiations 1-2 years ago, tension on the campus is at an all-time high. She believes the motion on the floor has done its job and has gotten everyone talking. However, the Faculty Senate can only make recommendations and she does not want to spend too much time discussing what the faculty cannot control. She believes spending time discussing ways to reduce the tension and toxicities around campus, mending the trust between campus organizations, would be better a focus.
- S. Jopson pointed out the Faculty also involved students in the contract issues by wearing t-shirts to class during the contract negotiations last year.
- K. O'Shea, as a faculty member at MCC for 27 years, stated she has seen the morale on campus decline over the past 5 years. She has heard the comments today regarding the faculty's limited power; however, she pointed out it was the Faculty Senate together with the FA and faculty members in general, who were able to make a monumental change several years ago when they were able to get a second search for President of the College. She feels strongly the faculty can come together and will have more influence as one unified voice.
- B. Gizzi, as a FA representative, addressed rumors the FA were driving the vote of no confidence in the President of the College. As she stated in the FA meeting when this conversation took place, a vote of no confidence would be a joint effort by the FA, FS and CSEA. The FA alone would not drive a vote of no confidence. However, she believes it is important to have the conversation since the issue has been brought up at a FA and FS meeting. She is not sure what will come of the discussion, however the FA is willing to conduct a survey to gain more input on the issues (vote of no confidence and morale). She finished by stating it is important to directly ask her any questions regarding the FA issues instead of relying on rumors.
- J. Wilkie stated as an individual faculty member, making the distinction in order to clarify this is her own opinion; she agreed with B. Gizzi statement regarding rumors. She pointed out no one asked her directly about the nature of the motion made at the May Faculty Senate meeting; therefore all the rumors around campus are inaccurate.
- L. Pierce shared a comment from a colleague that was on the anonymous survey conducted in the English/Philosophy Department, which stated the faculty member wished President Kress would attend a meeting to just listen to the faculty rather than have a PR presentation prepared.
- C. Abbott asked if it would be valid to ask President Kress to attend a Faculty Senate meeting where the faculty could have the opportunity to ask her questions directly. She agrees with some of the concerns, however she feels personally a vote of no confidence would be premature. She also agrees the conversation is important to have in a public meeting. She continued stating at some point the conversation will need to go in some direction whether to go forward with a vote or not. She concluded

by explaining the importance of giving President Kress the opportunity to address concerns, which she believes would help with the direction of a vote.

- M. Redlo stated there is precedent for addressing concerns directly to the President of the College as showed in the 90s with President Spina. There was tension and discussions about a vote of no confidence so a meeting was called where President Spina answered direct questions from the College community; as a result the faculty was able to move forward without a vote of no confidence. M. Redlo suggested this might be a way to get answers and concerns addressed. T. Conte agreed this may be the next step in the discussion.

- K. Aquila asked J. Wilkie how the meeting with the English/Philosophy Department and President Kress went. J. Wilkie stated there were mixed responses from department members since President Kress had a prepared presentation with little time for questions at the end. The survey results indicated the department would like a chance to ask questions without the presentation.

- D. Navarro recognized there were many campus leaders (past and present) at the meeting and thanked them for their humility during this time and acknowledged it is a learning process. She would hope this would also be the case for the President of the College and she feels there is hope a resolution can be reached.

- J. Oriol stated there is so much currently in process including the reorganization, she thinks it's important to continue with the process and bring the issue up at the June Faculty Senate meeting.

- H. Wheeler asked for clarification from a member of SCAA regarding what will happen after the recommendation is submitted to the President and if there is a timeline for a response. D. Shaw stated he does not know what will happen after the recommendation is submitted. M. Ernsthause stated SCAA would work on getting an answer to the question. J. Oriol suggested the report include a request for a response from the President of College by a specific date.

- M. Ernsthause stated SCAA's report is due June 10th therefore he hopes to share the information at the June 12th Faculty Senate meeting.

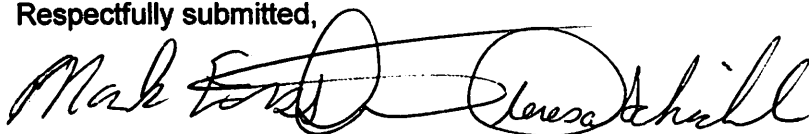
10. **New Business**

a) M. Ernsthause announced the following would be included on the agenda for the June All College Faculty Senate meeting:

- Vice Presidents Oldham, Bartkovich, and Simmons – updates on initiatives in their areas
- Closure of the Proposed Reorganization Structure
- Items the Executive Committee will be working on next year

Meeting adjourned at 5:35 p.m.

Respectfully submitted,



Mark Ernsthause
President
Faculty Senate

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at the June 12, 2014 All College Faculty Senate meeting.

Exhibit "A" – Future Action Item 6b

1.10 COURSE INFORMATION SHEET POLICY (2010)

It is required that all faculty utilize a Course Information Sheet. A copy of the CIS should be sent to the department office by the end of the first week of class. Faculty teaching online courses will submit a collection of the segments that provide the same information as the CIS. The CIS will be made available in hard copy or electronic form during the first week of class and will include items numbered 1 - 1213 below. Items ~~13-18~~ 14-23 may also be included.

- (1) Course Title: Course abbreviation and title.
- (2) Instructor Information: Name, Room Number, Departmental Extension Number and Office Hours.
- (3) Required Course Materials: Textbooks, materials, instruments, special fees and expenses.
- (New 4) Email address. May include indication as to whether you will accept messages from non-monroecc.edu accounts and/or assignments via email.
- (5) Course Description and ~~Objectives~~ Learning Outcomes: Instructor's description of course ~~objectives~~ learning outcomes to be attained by students; course prerequisites.
- (6) Attendance and Withdrawal Policies.
- (7) Academic Honesty: At minimum, refer student to page in the current college catalog that describes the Academic Honesty Policy.
- (8) Course Requirements: Classroom participation, projects, class work, readings, and outside assignments.
- (9) Examinations: Comprehensive or not, number and type of tests.
- (10) Make-up Policy: Exams, assignments, classes.
- (11) Grading: Percentage or emphasis placed on exams, quizzes, etc.
- (12) Learning Center Referral (see your department chair for specific information).
- (13) Information regarding emergency closings (see your department chair for specific information).
- ~~(13) Email address (optional): Should include indication of whether you will accept messages and/or assignments via email. (moved to (4) above)~~
- (14) Policy on cell phone usage during class time (optional).
- (15) Course Outline and Schedule (optional): Approximate dates of exams and major assignments. Precise clarification a minimum of one (1) week in advance.
- (16) Instructional Methods (optional): Lectures, movies, class discussion, field trips, overhead projectors, and handouts.
- (17) Student Responsibilities (optional)
- (18) Instructor Responsibilities (optional)
- (19, new) Services for Students with Disabilities (optional)
- (20, new) Civility, honor code, and grievance procedures (optional)
- (21, new) Policy on audio and video recordings in class (optional)
- (22, new) Library Services available (optional)
- (23, new) MCC's tobacco-free policy (optional)



Monroe Community College
STATE UNIVERSITY OF NEW YORK

Kevin M. French, M.S.Ed.
Department Chair, Applied Technologies

May 15, 2014

To whom it may concern:

The Chair's Network which represents all 21 academic departments is opposed to the violation of the SCAA process by the Faculty Senate President and Executive Committee (18 approved, 0 opposed, 3 not in attendance). With a reorganization plan of this magnitude, the SCAA process should have been followed according to the Faculty Senate bylaws, and recommendations should have been presented to the full Senate before any commitments were made. We ask that the Faculty Senate President and Executive Committee cease all closed communications regarding this matter with the President of the College and explain the decision to act without approval of the full Senate. We recognize the importance of open communication and a positive working relation with the President of the College in building a stronger institution; however, process should be followed when making decisions such as these. This statement is to be recorded.

Respectfully,

Kevin M. French, M.S.Ed
Co-chair, Chair Network
Department Chair
Monroe Community College
Applied Technologies Center