



December 17, 2009

**PRESENT:** C. Abbott (President), S. Adrion, J. Alas, L. Bartholome, A. Benjamin, P. Bishop, B. Connell (Vice president), S. Crews, B. Dery, M. Disano, M. Ernsthausen, S. Fess, M. Fine, K. Foley, M. Fugate, K. Graves, E. Grissing, L. Judd, R. Kennedy, E. Lanzafame, J. Mahar, J. McKenna, A. Morris, J. Nelson, M. Ofsowitz, P. Ornt, P. Peterson, H. Pierre-Philippe (Secretary), C. Powers, S. Battista-Provost, B. Ripton, T. Schichler, D. Shaw, D. Smith, J. Volland, S. Weider, H. Williams, A. Wilson, M. Witz, H. Wynn-Preishe

**ABSENT:** M. Bower, J. Case, G. Fazekas, C. Forde, S. Hagreen, N. Karolinski, M. Popovici, C. Sardone, R. Stevens, J. Waasdorp

**GUESTS:** A. Andreu, D. Burke, S. Blacklaw, P. Burgess, K. Collins, G. Egan, F. Rinehart,

**I. Meeting called to order: 3:35PM**

- II.** Dr. Anne Kress, President, Monroe Community College  
Attended the meeting and shared her impressions of Rochester and Monroe Community College. She is happy to be here. MCC is well known and strongly impacts the community, but we need to maintain and increase our relationship with the community- get community members on the campus as often as possible. She thanked all for their hard work on behalf of the students. The following topics were discussed: impact of enrollment growth on the institution, community college baccalaureate degrees, enrollment and admissions process, students and technology needs, flexible work schedule (i.e. 4 day work week), maintaining and building on a downtown campus, possible centers in other counties, tuition increase, overall college budget. Dr. Kress also talked about the newly formed Budget Resource Committee. She wants the college community to have an opportunity to provide input into services to better serve students. She would be glad to come back to provide updates on college related topics.

Donna Burke, Assistant to the Vice President of Academic Affairs  
Student Opinions of Course and Faculty Survey Background Information  
In Spring 2002 a Faculty Senate ad hoc committee was formed to evaluate and redesign the survey. The first administration of the newly designed survey was in Spring 2004. The original ad hoc committee also recommended that there be a report created for internal norming of the results once we had sufficient data collected. In November 2009, Institutional

Research developed a possible template for reporting historical institutional data from the Student Opinions of Course and Faculty Survey. Next steps would be for the Faculty Senate to review the proposed format and make a recommendation for implementation and distribution.

Current Distribution of the survey results:

#### Resolution 1.11.7 Summative Results

Faculty shall receive summative results for each section they taught and combined summative results for multiple sections of courses they taught. Additionally, they will receive a departmental summary of the results for each course that they taught, provided that at least three instructors taught that course.

Department Chairpersons shall receive combined summative results for each course taught in the department and combined summative results for each course taught by each instructor in the department.

The next administration of the survey is Spring 2010 and then Fall 2010. The report can be provided as early as Spring 2010. The recommendation is to only use the past three administrations of the survey for course history. This new report format will be presented for a vote at the January meeting.

Malcolm Cohen, SGA, At-large Senator – Community College Representative, SUNY 200 Group.

The group is a Strategic Planning Steering Committee comprised of campus presidents, staff, students and community members from the 64 SUNY campuses. They will assist in formulating and shaping SUNY's strategic plan. The group will meet for seven sessions this academic year throughout New York State. They will discuss such themes as: Ensuring Economic Vitality and Quality of Life, Educational Pipeline, Arts and Culture, Diversity in the World, Energy and Sustainability, Globalization, Quality of Place, and Health Affairs. Additional information about the SUNY 200 group is available on the SUNY website.

### **III Announcements (C. Abbott)**

- C. Abbott attended the first Budget Resource Committee meeting. The group consists of over 30 representatives from all areas of the college. T. Felicetti, Associate Vice President, Enrollment Management presented information on enrollment and M. Quinn, Controller, provided information on our current budget. The next meeting is scheduled for January 7<sup>th</sup>, 2010.
- C. Abbott also attended a meeting to discuss hiring and diversity. The following people were in attendance: Dr. A. Kress, MCC President, Dr. J. Glocker, Vice President for Academic Affairs, Dr. S. Salvador, Vice President for Student Affairs, D. Cecero, General Counsel, A. Lee, Director, Human Resources, C. Clark, Faculty Association President, T. Polizzi, CSEA President, B. Gizzi, Faculty Council, and K. Fragnoli, Chairs' Network Representative. Dr. Kress has also the Faculty Senate to discuss ways to increase diversity in hiring. C. Abbott is asking those departments that have been successful in this area to share their strategies at the January Senate meeting. This group will meet again in January.
- The Ad Hoc Committee on Assessment chaired by Wanda Willard had their first meeting this month to begin their work.

**V Approval of Minutes:**

Minutes of November 19<sup>th</sup>, 2009 Faculty Senate meeting approved as written.

**VI Action Items:**

Professional Development - C. Powers

4.1 WESLEY T. HANSON AWARD FOR TEACHING EXCELLENCE AND THE MCC PROFESSIONAL SERVICE AWARD

4.2.1 Purpose

The Wesley T. Hanson Award for Teaching Excellence is granted by the college to recognize exceptional contributions to MCC by outstanding faculty. Usually, only one Hanson award is granted each academic year. However, in rare and extraordinary circumstances, more than one may be granted. **Motion passed**

The Monroe Community College Award for Professional Service is granted by the college to recognize exceptional contributions to MCC by outstanding professional staff. Usually, only one award for Professional Service is granted each academic year. However, in rare and extraordinary circumstances, more than one may be granted. **Motion passed**

Curriculum - M. Ernsthausen

The curriculum Committee has given final approval to the following:

**Two New Programs**

NP3S Computer Aided Design and Drafting - **Motion passed**

NP1F Diversity and Community Studies - **Motion passed**

**Three Program Revisions**

PR7S Office Technology - Administrative Legal Office Administrative Assistant - **Motion passed**

PR8F Office Technology – Office Administrative Assistant – **Motion passed**

PR9F Addictions Counseling – **Motion passed**

Academic Policies - E. Grissing

Recommend that the proposed 2012 - 2013 academic calendar be submitted to Academic Services. **Motion passed**

**VII Standing Committee Reports:**

Academic Policies - E. Grissing

APC is interested in assessing current faculty attitudes toward the fall semester calendar and determining whether there is a strong preference between a pre- and post-Labor Day start. A

subcommittee is working on a questionnaire which will be distributed to faculty members during the spring semester. It will be interesting and may be useful to know if there is a consensus among faculty; the last time attitudes were polled was seven years ago.

Curriculum – M. Ernsthausen

The curriculum Committee has given final approval to the following:

**Thirteen Course Revisions**

CR13F CRC 120 Introduction to Medical Information Processing

CR18F CPT 115 Introduction to Networks

CR17F CPT 215 Data Communications and Networking

CR19F FSA 103 - Culinary Arts I: Fundamentals of Food Preparation

CR20F CHE 252 - Organic Chemistry I

CR21F CHE 251 – Organic Chemistry II

CR22F DEN 122 – Oral Anatomy and Physiology II

CR23F DEN 125 – Clinical Dental Hygiene II

CR24F DEN 214 – Dental Hygiene III

CR25F DEN 215 – Clinical Dental Hygiene III

CR26F DEN 225 – Clinical Dental Hygiene IV

CR27F DEN 219 – Periodontics II

CR28F DEN 228 - Dental Office Management and Business Practice

**Four New Courses**

NC5S PSY 180 Fundamentals of APA Style

NC5F CPT 218 – WAN Switching

NC6F CPT 217 – LAN Switching

NC7S CPT 114 – Problem Solving and Robotics

The curriculum committee has posted the following items until 12/22:

NP2F Mathematics, AS

PR5F Mathematics, Certificate

PR11F Dental Hygiene, AAS

NC8F ATP 180 Alternative Fuels

NC12F HVA 181 Transition to HVAC/R Technology

CR29F EMS 239 Paramedic Clinical and Field Experience I

CR30F EMS 240 Paramedic Clinical and Field Experience II

CR31F CHE 110 Contemporary Consumer Chemistry

NEG – A. Morris

- No report

SCAA – M. Fine

- No report

Planning – D. Shaw

- D. Shaw reported that the Planning Committee met with B. Cunningham to obtain information about the work on Building 9 and 9a

Professional Development – C. Powers

- Reminded us that the Hanson and Professional Service awards are coming up in the spring. Can nominate colleagues from department /areas other than your own.

**VIII Student Announcements:**  
**None**

**IX Old Business**  
**None**

**X New Business**  
**None**

Meeting adjourned at 4:50p.m.

Respectfully submitted,

Christine Abbott  
President

H. Pierre-Philippe  
Secretary

**Minutes approved at the January 28, 2010 Faculty Senate meeting.**