



# Faculty Senate

Monroe Community College

November 12, 2015  
Faculty Senate Meeting

**PRESENT:** B. Babcock, E. Baxter, S. Broberg, L. Carson, A. Colosimo, T. Conte, T. Custodio, P. Emerick, M. Ernsthause, K. Farrell, S. Farrington, R. Fisher, D. Gasbarre, B. Gizzi, B. Grindle, R. Horwitz, D. Lawrence, J. Mahar, J. McPhee, D. Mueller, R. Pearl, C. Rapp, D. Rivers, M. Redlo, R. Rodriguez, J. Salsburg, J. Scanlon, T. Schichler, L. Zion-Stratton, G. Thompson, K. Tierney, M. Timmons, W. Wagoner, P. Wakem, H. Wheeler, J. Wilson, A. Zamiara

**ABSENT:** J. Chakravarthy, M. Dorsey, R. Fisher, H. Fox, M. Heel, S. Kinel, A. Knebel, T. Leuzzi, G. Lynch, P. Oettinger, L. Pierce, K. Rodriguez, J. Santos, J. Waasdrop, R. Watson

**STUDENT REPRESENTATIVES:** C. Chatman, A. Abdullid

**GUESTS:** M. Fine, M. Witz

## 1. Announcements (M. Ernsthause)

- a) The Faculty Association "Follow your Dream" Scholarship honoree for the 2016 Follow Your Dream Scholarship is Ray Ruff, Business Administration Department.
- b) There will be lockdown drills schedule at each campus. In an effort to assist with planning for these events, the schedule is as follows:  
*Damon City Campus – Tuesday, November 17, 9:35 a.m.*  
*Applied Technologies Center – Thursday, November 19, 9:35 a.m.*  
*Brighton Campus – Tuesday, November 24, 9:35 a.m.*
- c) The Inspiring Everyday Awards presented by the Provost Office is taking nominations until November 16th, 2015 by 5:00 pm. The following information should be included: Name of Colleague, Years of Service at MCC (if known), Summary and example(s) of how this colleague inspires and contributes to the success and excellence of students through innovative teaching, passionate and caring services, and/or through creating a dynamic presence on the MCC campus
- d) The FA and FS leadership met and discussed the following:
  - Discussed how we can work more effectively together
  - Change over from the Gold Book to the Policy Website
  - Participation on the new College Council
- e) He attended the President's Fall Leadership Breakfast where the discussion centered around the Middle States Self Study. He encouraged Senators to read the Middle States Executive Summary. The Executive Committee met with Site Visit Chair: Quinton Bullock on October 29.
- f) He summarized the concerns brought up at the "What's on your mind?" meetings:
  - ATC (Monday November 9): CTE Dean, Faculty titles and descriptions
  - Brighton Campus (Wednesday, November 4): Academies update, Contract negotiations, enrollment and Master Schedule
  - Damon City Campus (Thursday, November 5th): New Downtown Campus Classroom setup, Students at DCC, Search for academic Dean
- g) He announced the SCAA Faculty Senate Resolutions approved at the June Faculty Senate Meeting were approved by Administration with the exception of the following:  
"When proposals are submitted between July 1 and August 31, a fair and reasonable timeframe will be negotiated for the Committee response and recommendation." He will continue to work with SCAA and the Provost on this issue.

- h) He announced the Board of Trustees College Faculty Policy was sent to the Executive Committee members, not the FA, for discussion (June and July 2015). The EC invited the FA Leadership to Executive Committee meeting to address the concerns that several important items were left out of the policy including the following: specific departmental responsibilities of faculty through department participation chairpersons of academic departments (appointment, term, termination of appointment of chairperson, responsibilities). The EC also invited President Kress to attend a meeting to address concerns. The EC agreed to create a joint committee of the FA and FA to address other parts of Gold book. M. Ernsthausen sent an email to President Kress indicating the Executive Committee recommended the Board of Trustees not vote on the policy due to duplication.
- i) The Faculty Senate Executive Committee invites Faculty and Professional Staff to attend the Master Schedule Open Forum to share your thoughts, feedback and possible solutions to issues related to the Master Schedule. Friday, December 4, 2015 noon - 1:00 Lecture Hall 5-100.

## 2. Student Announcements

No announcements.

## 3. Faculty Senate Minutes

- a) M. Ernsthausen stated a Senator requested the following change to the September 2015 Faculty Senate minutes: ~~On August 27, September 2, 2015, HUM, TRS, CRJ and EDU department had their final OARs.~~ The change was approved. The changes will be reflected in the Minutes on Faculty Senate website and archives.
- b) The Minutes from the October 15, 2015 Faculty Senate meeting were approved.

## 4. Action Items:

- a) M. Ernsthausen presented the FCCC: Resolution Supporting "Rational Revenue Plan" for the Community Colleges Resolution #G1: 2015 – 2016 for a vote to support the Resolution.

**Discussion:** None

**Passed.**

- b) E. Putnam presented the following Curriculum items for vote:

2 New Programs:

2015-NP3-Fall	AS	Geography
2015-NP1-Fall	AS	Wellness Coaching and Management

7 Program Revisions:

2014-PR22-Fall	Cert	Automotive Technology
2015-PR5-Fall	AAS	Criminal Justice: Institutional Corrections
2015-PR6-Fall	AAS	Criminal Justice: Police
2015-PR7-Fall	AS	Criminal Justice
2015-PR3-Fall	Cert	Culinary Arts
2015-PR4-Fall	AAS	Clinical Laboratory Technician/Medical Laboratory Technician
2014-PR21-Fall	AAS	Apprentice Training: Automotive

1 Program Deactivation:

2015-PD1-Fall	AS	Public Relations
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**Discussion on the proposals:** None

**Passed.**

## 5. Future Action Items:

E. Putnam presented the following, which will be voted on at the December Faculty Senate meeting:

- a) CAPE Foundations 4.1 Closing the Assessment Loop Report  
 b) Ethics & Values Infused Competency Report

## 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.

**Academic Policies (J. Mahar)**

J. Mahar reported the following:

- Received the following requests:
  - Investigate whether there should be a limit to the number of times a student may take a course.
  - Investigate changes to Add/Drop Period Process.
  - Participate on a committee regarding Transfer Credit procedures.
- Continuing discussion on effects of changing class lengths from 50 and 80 minutes to 60 and 90 minutes.

- Continuing discussions on Academic Grievance Procedure (Resolution 1.9.4)

*Additional comments: M. Ernsthausen stated the APC has received several requests to review additional issues. The Executive Committee requested APC postpone the discussion on the class lengths until the other issues have been addressed.*

*Questions: A student representative asked for clarification on the class length discussion and if this would result in the increase of tuition. J. Mahar explained the rationale for proposal. He stated he would not think the change would require any changes to tuition but this would be researched and discussed. A Senator pointed out the number of contact hours would not change.*

**Student Affairs (J. Mahar)**

J. Mahar reported the following:

- Continuing work on an Academic Honor Code.

**Curriculum (E. Putnam)**

E. Putnam reported the following:

- The Curriculum Committee has given final approval to:

2 New Programs:

- |               |    |                                  |
|---------------|----|----------------------------------|
| 2015-NP3-Fall | AS | Geography                        |
| 2015-NP1-Fall | AS | Wellness Coaching and Management |

2 Program Revisions:

- |                |     |  |
|----------------|-----|--|
| 2015-PR4-Fall  | AAS | Clinical Laboratory Technician/Medical Laboratory Technician |
| 2014-PR21-Fall | AAS | Apprentice Training: Automotive                              |

4 New Courses:

- |               |         |   |
|---------------|---------|---|
| 2015-NC1-Fall | GEG 230 | Spatial Analysis and GIS  |
| 2015-NC5-Fall | GEG 131 | Cartography   |
| 2015-NC6-Fall | PHO 182 | Photographic Explorations of Culture, Landscape and Myth<br>- On Location |
| 2015-NC4-Fall | GEG 200 | World Regional Geography  |

15 Course Revisions:

- |                  |         |                                       |
|------------------|---------|---------------------------------------|
| 2015-CR16-Fall   | GEG 100 | Physical Geography I Laboratory       |
| 2015-CR20-Fall   | AGS 110 | Introduction to Greenhouse Management |
| 2015-CR7-Fall    | OPT 135 | Measurement and Analysis              |
| 2014-CR11-Fall   | MET 203 | Technical Mechanics, Statics          |
| 2014-CR13-Fall   | MET 225 | Machine Design Theory I               |
| 2014-CR14-Fall   | MET 226 | Machine Design Theory II              |
| 2015-CR8-Fall    | BIO 144 | Human Anatomy and Physiology I        |
| 2015-CR9-Fall    | BIO 202 | Microbiology                          |
| 2015-CR10-Fall   | BIO 217 | Nutrition                             |
| 2015-CR11-Fall   | BIO 235 | Pathophysiology                       |
| 2014-CR73-Spring | POS 205 | Comparative Political Systems         |
| 2015-CR68-Spring | AAD 167 | Web Design: Graphics                  |
| 2015-CR17-Fall   | CLT 210 | Clinical Chemistry                    |
| 2015-CR22-Fall   | ATP 140 | Automotive Technology - Coop Seminar  |

2015-CR23-Fall	ATP 145	Automotive Technology - Coop V
7 Course Deactivations:		
2015-CD1-Fall	HIM 250	Health Information Management in Long Term Care
2015-CD2-Fall	HIM 251	Classifications and Reimbursement in Long Term Care
2015-CD3-Fall	HIM 252	Quality and Legal Issues in Long Term Care
2015-CD4-Fall	HIM 260	Advanced Classification in Acute Care
2015-CD5-Fall	HIM 261	Advanced Classification for Reimbursement in Acute Care
2015-CD6-Fall	HIM 262	Case-Mix Management in Acute Care
2015-CD7-Fall	HIM 277	Medical Transcription Management
4 Program Learning Outcome Revisions:		
2015-PO2-Fall	Cert	Early Care
2015-PO4-Fall	Cert	Teaching Assistant: Early Childhood/Childhood
2015-PO3-Fall	Cert	Teaching Assistant: Adolescence
2015-PO4-Spring	AS	Engineering Science
8 Course Learning Outcome Revisions:		
2015-CO6-Fall	ECO 103	Personal Money Management
2015-CO3-Fall	MTH 175	Precalculus
2015-CO54-Spring	HIM 209	Management, Supervision & Personal Development for the HIM Practitioner
2015-CO58-Spring	MTH 211	Calculus II
2015-CO1-Fall	HED 130	Foundations of Personal Health and Wellness
2015-CO4-Fall	COS 100	Nursing Orientation Seminar
2015-CO11-Fall	ATP 145	Automotive Technology-Coop V
2015-CO7-Fall	BUS 207	Human Resources Management
- The Curriculum Committee has posted for faculty review until 11/10/15:		
5 Program Revisions:		
2014-PR22-Fall*	Cert	Automotive Technology
2015-PR5-Fall*	AAS	Criminal Justice: Institutional Corrections
2015-PR6-Fall*	AAS	Criminal Justice: Police
2015-PR7-Fall*	AS	Criminal Justice
2015-PR3-Fall*	Cert	Culinary Arts
1 Program Deactivation:		
2015-PD1-Fall*	AS	Public Relations
*Up for Faculty Senate vote 11/12 if approved at committee level 11/10		
7 Course Revisions:		
2015-CR32-Fall	SPC 141	Interpersonal Speech Communication
2015-CR34-Fall	SPC 142	Public Speaking
2015-CR33-Fall	SPC 142	Public Speaking
2015-CR36-Fall	SPC 144	Communication and Crisis
2015-CR65-Spring	MTH 175	Precalculus Mathematics
2015-CR37 Fall	ECE251	Family and Culture
2015-CR24-Fall	PSY 222	Social Psychology of the Holocaust
1 Course Deactivation:		
2015-CD9-Fall	CRC 122	Computer Animation Using Alice
- The Curriculum Committee has posted for faculty review until 11/18/15:		
2 Program Revisions:		
2014-PR23-Fall	AS	Engineering Science
2015-PR9-Fall	AS	Health Studies
1 New Course:		
2015-NC7-Fall	HON 295	Research Methods and Academic Writing
2 Course Revisions:		
2015-CR25-Fall	ENR 161	Computing with Microsoft Excel and LabVIEW
2015-CR30-Fall	ENG 200	Advanced Composition
4 Course Deactivations:		
2015-CD10-Fall	TLC 101	Telecommunications I

2015-CD11-Fall	TLC 111	Fiber Installation and Maintenance
2015-CD12-Fall	TLC 151	The Public Switched Telephone Network
2015-CD13-Fall	TLC 290	Independent Study

### **NEG (M. Heel)**

M. Heel reported the following:

- NEG continues to review the Faculty Senate Bylaws focusing at present on Article X, Section 5 which addresses the process for amending the bylaws.

### **Planning (P. Emerick)**

P. Emerick reported the following:

- The feedback of comments on the new website have been tabulated and looking to go over results with the involved parties.
- The 2017-2021 Strategic Plan Leadership team meets biweekly and he will continually post updates regarding the progress. Team initially consisted of: VP H. Simmons, V. Avalone, J. Frisch, M. Redlo and P. Emerick. The membership has been expanded to include: VP T. Oldham, R. Bowen, M. Witz and as a student representative B. Moore. The entire team met for the first time on 11/10/15.
- Announcements have been placed in the Tribune by both Planning and Grants office announcing the workshops for Strategic Planning Grants, he has already received a number of inquiries related to applying for these grants. The first workshop took place on the Damon City Campus on the 10th and the first workshop on the Brighton Campus is scheduled for Wednesday, November 18th at noon in the Forum
- "Cities of the Future" Summit that was held in October was a great success. The event was well attended and there was a lot of networking at this summit. V. Avalone personally thanked the Faculty Senate for the support she received from the senate in providing moderators and spreading the word. *Additional comments: M. Ernsthansen encouraged Senators to inform their constituents the Classroom Committee reports to the Faculty Senate and any issues related to classroom should be forwarded to P. Oettinger, committee chair.*

### **Professional Development (A. Colosimo)**

A. Colosimo reported the following:

- A workshop on Open Educational Resources (OER), co-sponsored by the Teaching and Creativity Center (TCC), will be held Friday, November 20 from 12:00 PM- 12:50 PM in 12-201 (TCC Room). Renee Dimino (ESOL/TRS), Terry Shamblin (ESOL/TRS), Paul Seeburger (Math), and Andrea Kingston (Library) will be on-hand to explain how MCC faculty are incorporating OER materials into their classrooms and how the library may be able to facilitate the process going forward.
- Submissions for the MCC Emerging Excellence Award (MEEA) and John and Suanne Roueche Awards are being reviewed and names will be forwarded to Human Resources shortly.
- Online modules for the Academies Project (to be renamed MCC Schools in the fall 2016) are in development and will be available to the college community in mid-late spring 2016.
- An application form for Professional Development Week (June 6-10, 2016) is being finalized and will be distributed to the college community in January 2016. Due to increased interest, Professional Development Week will be run similar to a more traditional conference with daily concurrent sessions.

### **SCAA (H. Wheeler)**

H. Wheeler reported the following:

- The VP/CIO search received authorization to schedule phone interviews and is working with HR to do so.
- Title IX search committee has been formed and moving forward.
- The committee is working on providing feedback to Pres. Kress regarding the number and timing of searches, org charts, and interim appointments. *Additional comments: H. Wheeler encouraged Senators to forward any concerns regarding Organization charts and the number of interim appointments to her and she will have the concerns included in the memos.*

**7. Old Business:**

H. Wheeler updated the Senators on an issue discussed at the October FS Meeting where there are no Public Safety Officers on the Brighton campus during roll call (shift change). She spoke with S. Simonetti and he stated there would be a change in roll call procedures, which will allow for one Public Safety Officer on campus during this time.

**8. New Business:**

a) H. Wheeler read the following statement from the English/Philosophy Department:

"The English/Philosophy Department would like the Senate's help in addressing a concern regarding subscriptions that the library no longer has—specifically the Chronicle of Higher Education.

While we know this was the result of significant cuts to the Library's budget, losing this vital resource is a blow to the faculty, our students, and, thereby, the institution.

In our department, we use the Chronicle all the time—we use to prepare for classes, we use it IN our classes, and our students use it for their assignments.

Beyond our use as a department, The Chronicle provides invaluable insight into current issues and challenges facing higher education, and it gives faculty members in all disciplines around the College important information regarding what we do every day: teach, manage our classrooms, and develop curriculum. Additionally, it keeps us informed of professional development, research in higher education in general and our specific fields in particular, and various pedagogical practices.

If MCC values its faculty members, and their ability to remain cutting-edge within their disciplines, then it only makes sense that we continue our campus-wide subscription to The Chronicle of Higher Education. The College has recognized the importance of this journal in the past and we would like the Senate's help in encouraging the College to do so again."

H. Wheeler further commented the department is bringing this issue to the Faculty Senate since colleagues may not be aware the electronic subscription to the Chronicle of Higher Education is no longer available in the library. She has discussed this issue with the M. McBride and he stated the cancellation is a result of budget cuts and he is interested in working with faculty to correct this issue. H. Wheeler stated this is an important education resource for faculty and students.

Questions/further discussion:

- A question was asked how much the subscription cost. H. Wheeler stated that according to M. McBride the cost is \$4,600, which was part of the \$65,000 budget cut, and he would like the faculty's help in getting the fund back.

- M. Ernsthausem stated there are additional departments on campus, which have had similar budget cuts. He gave the example of the print shop and electronic learning center now have abbreviated hours. He believes the money could be better spent, asking Senators for the next step and possible solutions.

- There was further discussion from the floor. M. Ernsthausem suggested the EC discuss the comments and suggestions at its next meeting. He encouraged Senators to forward any additional comments to him.

b) P. Emerick addressed a concern from his constituents in the change in policy for access into the campus when the College is closed. There was discussion from the floor regarding this issue and the closing of the College during the holiday break in December. M. Ernsthausem stated he would follow up with H. Simmons on this change emphasizing the importance of informing the College community of any changes.

**Meeting adjourned at 4:38 p.m.**

Respectfully submitted,



Mark Ernsthausen  
President  
Faculty Senate



Teresa Schichler  
Secretary  
Faculty Senate

**Minutes approved at the December 10, 2015 Faculty Senate meeting.**