



All College Faculty Senate Meeting
December 13, 2012

PRESENT: C. Abbott (President), R. Babcock, D. Burke (Secretary), K. Chin, N. Christensen, J. Cottrell, K. Doyle, B. Edelbach, P. Emerick, M. Ernsthause, S. Farrington, M. Fine, T. Gilbert K. Mooney-Graves, E. Grissing, M. Heel, D. Hennenberg, J. Kucich, J. Mahar, S. McCormack, J. McPhee, M. Meyer, M. Ofsowitz, J. Oriel, E. Pierce, H. Pierre-Philippe, E. Putnam, J. Santos, P. Sarantis, T. Schichler, D. Shaw, H. Williams, A. Wilson, M. Witz, H. Wynn-Preishe

ABSENT: K. Aquila, A. Bauer, J. Case, A. Conte, B. Ellis, G. Fazekas, K. Mykhaylo, E. Lanzafame, D. Navarro, D. Olaode, M. Oliver, P. Ornt, P. Peterson, M. Redlo, M. Sample, C. Silvio, J. Smith

GUESTS: V. Avalone, J. Ayala, D. Cecero, K. Collins, C. Downing, D. Jachim-Moore, A. Lee, K. McKinsey-Mabry, H. Murphy, R. Rodriguez

Meeting called to order: 3:37 p.m.

1. Announcements:

The Executive Committee members expressed their sadness over the passing of Carmen Powers and would like to honor her and her contribution to the Faculty Senate.

Motion: On behalf of the Professional Development Committee, H. Williams made a motion to rename the *Legacy Series* the *Carmen Powers Legacy Series*.

Motion seconded.

Motion passed.

2. Guest Speakers:

D. Jachim-Moore and V. Avalone - update on Integrated Planning and Resource Allocation

V. Avalone stated that the College was asked to turn in a progress report after the Periodic Review Report to Middle States, which has been completed and should receive feedback from the Commission by February.

V. Avalone reported that reform that is sweeping through higher education, with a focus on increasing the numbers in retention and completion in order to ultimately increase the success and educational goal attainment for all community college students, and is being considered a mandate. Institutions are expected to use outcomes-based evidence and continuous quality improvement rooted in strategic planning and in compliance with accreditation standards, and to demonstrate accountability and institutional effectiveness through the use of integrated planning, assessment, and integrated resource allocation. Publicly funded institutions have been significantly impacted by reductions in state funding.

D. Jachim-Moore reviewed the specific factors that are affecting institutions state wide with regard to planning which included: state-aid in question, financial pressure on Sponsor contributions, student revenue shares increasing, flattening enrollment state-wide and chargeback rules under discussion. SUNY is asking for a 10% budget increase, which would include a state-aid \$260 per student FTE (2012 - \$150 FTE). The mid-year budget update is delayed this year due to Hurricane Sandy. All state departments have been asking to budget their departments flat since the state works to fund the disaster. The Governor's Executive Budget should be available in mid-January.

V. Avalone gave an update on the progression of planning at MCC, which is now ongoing and at best an expression of organizational learning. MCC's 2012-1016 Strategic Plan went into effect on September 1, 2012.

The Board of Trustees will receive periodic updates on key performance indicators linked to the plans beginning with baseline report shortly.

V. Avalone emphasized the importance of Integrated Planning and how it is basically the linking of vision, priorities, people, and physical institutions in a flexible system of evaluations, decision-making, and action. In order to fulfill accreditation requirements institutions are required to provide information describing current institutional planning and budget processes, with particular attention to demonstrating how such processes are integrated and linked.

In support of MCC's strategic plan, a number of operational, unit and divisional plans have or are being developed. They are basically to-do lists that are that are linked to the Strategic Plan with a 1-2 year timeframe. A few such plans at MCC include: Facility Master Plan, Enrollment Plan, Technology Plan, Sustainability Plan, Assessment Plan and Divisional Plans.

V. Avalone noted that budgeting alone is not effective planning. She explained the benefits of Integrated Planning, which include: Aligning institutional priorities with resources, make accreditations work for you, and contain and reduce costs.

V. Avalone stated that in an effort to assure that MCC is fully engaged in integrated planning and in service of improved institutional effectiveness, Dr. Kress has launched the Planning Coordination Council, a representative oversight group with membership drawn from the multiple planning entities across the college and from our shared governance stakeholder groups. The Coordination Council is designed to make sure each planning process understands how it relates to the others so that we are achieving the greatest collective impact on MCC's performance—as measured by reported metrics.

D. Jachim-Moore explained the progression of the work of the Budget Resource Committee (BRC) and the ever tightening link between budgeting and the Strategic Plan. Last year, the BRC made two primary recommendations that were linked directly to the Strategic Plan, Direction 1 – Learning First:

1. Create/develop a full-time cross-divisional position dedicated to the completion agenda
Status: Search now open for AVP – Strategic Enrollment; target start date is Feb. 2013
2. Engage independent consultant to address key student intake processes – up to \$290K for 2013.

For 2013, the fourth year of the BRC, the Committee reviewed all prior BRC recommendations for the status of their implementation. Committee sub-groups, each representing one Strategic Plan direction, then reviewed any recommendations that had not yet been fully implemented. This work resulted in identification of four recommendations to be carried forward for continued emphasis and priority. By design, these recommendations closely aligned with the following Strategic Plan Directions.

Direction One: Learning First

Direction Two: Workforce Education/Career Pathways

Direction Three: Partnerships

Direction Four: Effectiveness, Efficiency, Accountability

The Committee noted that its function in the budget process supports Direction Four the best and that from its perspective, effectiveness, efficiency and accountability relate closely to all the directions.

V. Avalone reviewed the new software that the college will be using to track the progress of the Strategic Plan called Compliance Assist. It is a fully integrated and comprehensive online solution, which provides innovative web solutions to organize and present planning and assessment reports.

V. Avalone reviewed the following important points of the presentation:

- There's a convergence taking place between: Planning (both strategic and operational) resource allocation, accreditation, and good sound management
- MCC is taking a proactive approach to preparing for our next accreditation cycle thru Integrated Planning and such things as the new Planning Coordination Council and Compliance Assist.
- MCC can't just focus on just one year but needs to consider multiple years when making decisions.

The words: accountability, effectiveness, and efficiency are here to stay and are major factors critical to effective organizational planning.

A question was when V. Avalone will be looking for volunteers to sit on the next committee. V. Avalone explained even though the next review isn't for several years there is a need for a small committee to be established sooner in an effort to stay ahead of the review process.

There was a discussion about how the changes to the process would be addressed.

3. Announcements

a. C. Abbott announced that M. Murphy and K. Fogal were unable to attend the meeting to give their FCCC update, however a copy of their report will be sent to the Senators.

C. Belle-Isle stated that the FCCC is currently working on a Seamless Transfer Requirements Resolution which is being voted on December 17th. There are several significant changes being proposed and the most significant change relates to the elimination of the AAS degree from Gen Ed for 60 hours.

As of today the FCCC is diligently working on correspondence to make sure there is some kind of alleviation of this requirement. C. Abbott, as a Faculty Senate President, sent a letter to the Provost request additional time to review how this will effect Gen Ed as well as completion. However, since there was already a vote the FCCC is still waiting to hear what can be done.

4. Student Announcements

No Student Announcements.

5. The minutes from the November 15, 2012 Faculty Senate meeting were approved.

6. Curriculum Action Items:

a. Program Revisions:

PR6F Apprentice Training-Automotive

PR13F AAS Computer Information Systems

PR8F AAS Hospitality Management

PR16F AAS Visual Communication Technology: Photography-Television

PR14F AS Computer Information Systems

PR19F AS Diversity and Community Studies

PR18F AS Global History Advisement Sequence

PR12F AS Fine Arts

PR20F AAS Entrepreneurial and Applied Business Studies

PR21F AS Business Administration

Motion: To approve all the program revisions

Motion seconded

There was no discussion.

Motion passed

b. New Program: NP2F CERT Golf Management Certificate

Motion: To approve the new program revisions

Motion seconded

Discussion: A question was asked if the new program was financial aid eligible. H. Wynn-Preishe stated yes it is since it meets the 30 hours requirement.

A question was asked if there was enough demand for this type of program to warrant it. H. Wynn-Preishe stated that proposal included a section of potential career opportunities as well as several letters from possible employers.

Motion passed

7. Standing Committee Reports

Academic Policies (E. Grissing):

No report.

Curriculum Proposals (H. Wynn-Preishe)

H. Wynn-Preishe reported that the following:

- The curriculum committee has given final approval to the following:

9 Course Revisions:

CR10F PSY 108 Fundamentals of APA Style

CR13F OFT 112 Advanced Word I

CR14F OFT 141 Grammar for Professionals

CR15F OFT 201 Advanced Word II

CR16F OFT 214 Administrative Office Procedures
CR17F OFT 267 Medical Office Transcription
CR12 F HVA 211 Commercial Refrigeration
CR18F HMN 222 Seminar: Enduring Questions in the Humanities
CR19F COM 267 Digital/Audio Video II

10 New Courses:

NC6F REA 180 Reading and Thinking in Psychology
NC4F CPT 225 Network Perimeter Securities
NC5F CHE 115 Special Topics in Chemistry
NC7F ENG 243 Creative Writing Workshop-Playwritings
NC8F ENG 233 Creative Writing Workshop-Poetry
NC9F ENG 263 Creative Writing Workshop-Short Fiction
NC17F ENG 253 Creative Writing Workshop-Non-Fiction
NC13F OFT 173 Microsoft Multimedia Communications
NC14F OFT 270 Office Technology Seminar and Work Practicum
NC18F AGS 150 General Microbiology for Food and Agriculture

3 Course Deactivations:

CD4F OFT 215 Administrative Office Management
CD2F PSP 120 Eight Hour Pre-Assignment Training Course for Security Guards
CD3F PLE 172 Legal Issues in Public Safety

10 Program Revisions:

PR6F Apprentice Training-Automotive
PR13F AAS Computer Information Systems
PR8F AAS Hospitality Management
PR12F AS Fine Arts
PR14F AS Computer Information Systems
PR16F AAS Visual Communication Technology: Photography-Television
PR18F AS Global History Advisement Sequence
PR19F AS Diversity and Community Studies
PR20F AAS Entrepreneurial and Applied Business Studies
PR21F AS Business Administration

1 New Program:

NP2F CERT Golf Management Certificate

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

10 Program Revisions:

PR6F AAS Apprentice Training-Automotive
PR13F AAS Computer Information Systems
PR8F AAS Hospitality Management
PR16F AAS Visual Communication Technology: Photography-Television
PR14F AS Computer Information Systems
PR19F AS Diversity and Community Studies
PR18F AS Global History Advisement Sequence
PR12F AS Fine Arts
PR20F AAS Entrepreneurial and Applied Business Studies
PR21F AS Business Administration

1 New Program:

NP2F CERT Golf Management Certificate

- The curriculum committee has posted the following for Faculty Review until 12/18/12:

2 New Courses:

NC16F POS 280 Politics, Government and Culture of Europe
NC10F SUS 206 Special Topics in Sustainability Seminar

16 Course Revisions:

CR19F COM 267 Digital Audio/Video II
CR41F ENG 101 College Composition
CR43F ENG 201 Early British Literature
CR31F ENG 202 Modern British Literature

CR42F ENG 203 American Literature to 1865
CR45F ENG 204 American Literature Since 1865
CR46F ENG 208 Literature of the Bible
CR32F ENG 217 Women in Literature
CR33F ENG 218 Introduction to Shakespeare
CR36F ENG 220 Introduction to Dramatic Literature
CR35F ENG 223 Science Fiction
CR34F ENG 224 Literature of Horror
CR30F ENG 225 Contemporary Poetry
CR29F ENG 230 Mythology
CR28F ENG 240 Reading Popular Culture
CR21F PSY 150 Psychology of Human Sexuality

4 Program Revisions:

PR25F AA Liberal Arts and Sciences-Humanities
PR22F AAS Apprentice Training-Automotive
PR24F AS Diversity and Community Studies
PR23F AS Music Performance

1 Program Deactivation:

PD1F AS American History Advisement Sequence

- The curriculum committee has posted the following for Faculty Review until 1/2/13:

1 Program Revision:

PR9F Office Technology - Office Administrative Assistant

1 Program Deactivation:

PD2F Electronic Publishing

2 New Courses:

NC15F AGS200 Food and Agriculture Problem Solving - Behavioral Applications
NC12F HED211 Addiction The Family Disease

13 Course Revisions:

CR22F HIS219 - Twentieth Century Europe
CR37F NUR111 - Fundamentals of Nursing
CR38F NUR112 - Nursing Care of the Adult/Child – I
CR39F NUR214 - Nursing Care of Adult Child II
CR51F NUR211 - Psychiatric - Mental Health Nursing
CR52F NUR212 - Maternity Nursing
CR47F HMN295 - Honors Studies in the Humanities
CR48F HMN220 - Western Humanities I
CR59F ENG 216 American Minorities in Literature
CR60F ENG 215 Children's Literature
CR61F ENG 214 The Short Story
CR62F ENG 210 Literature of the Black Experience
CR63F ENG 209 Twentieth Century Novel

Curriculum Special Projects (M. Ernsthausen)

M. Ernsthausen presented the following proposed amendments to the Faculty Senate Resolution that will be voted on at the January 31st Faculty Senate meeting:

- Faculty Senate Resolution 2.2: (*proposed changes shown in italics*)

2.2.4(1)(iii) to read: Reflect the approval of the *Director of Adult and Experiential Learning* or the Coordinator of the cooperative education course.

2.2.4 (1)(c) and 2.2.4 (2)(c): Participation in at least *180* hours of supervised work experience.

2.2.4(3): In some instances students not meeting the above qualifications may be admitted with permission of the *Director of Adult and Experiential Learning* and the appropriate Department chairperson.

- Faculty Senate Resolution 2.5 to replace the current policy. The document will be sent out to the Senators to share with their constituents.

NEG (A. Wilson)

No report.

Planning (D. Shaw)

D. Shaw reported the following:

- The Committee met with Terry Keys to discuss technology initiatives and concerns.
- The Committee is also working on reviewing the Strategic Planning Grants process. The first meeting was today and was well attended. Another meeting will be held on December 17th at Damon. This year the process will be easier and all electronic and can be accessed through the Planning website. The deadline for the proposals is January 28, 2013.

Professional Development (H. Williams)

H Williams reported the following:

- The Chancellor’s Award Review Committee is meeting tomorrow to review applications and make their decision.
- Information about the new award will be in the Tribune on Friday.
- Legacy Series discussions have begun and information on how the series will be revamped with the new approach will hopefully be available by February.

SCAA (M. Fine)

M. Fine reported the following:

- The Assistant Vice President of Enrollment Management search committee has interviewed five candidates and has submitted its preferences. The committee would like to bring three of them back for open hearings in February.
- J. Bartkovich is forming a search committee for the Director of Library Services and two members of SCAA, Karen Chin and Jeremy Case, will sit on that committee.

8. Old Business

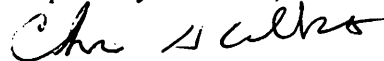
There was no old business.

9. New Business:

There was no new business.

Meeting adjourned at 4:32 p.m.

Respectfully submitted,



Christine Abbott
President
Faculty Senate



Donna Burke
Secretary
Faculty Senate

Minutes approved at January 31, 2013 Faculty Senate meeting.