Faculty Senate
Monroe Community College

October 27, 2016
Faculty Senate Meeting

PRESENT: R. Babcock, E. Basnayake, L. Blew, K. Borbee, S. Broberg, A. Burns, B. Burritt, H. Chang, A. Colosimo, P. Emerick, M. Ernsthausen, A. Flatley, B. Grindle, M. Heel, J. Hill, R. Horwitz, D. Lawrence, S. Lautenslager, G. Lynch, J. Mahar, J. McPhee, H. Murphy, M. Pentz, E. Putnam, M. Redlo, K. Rodriguez, M. Sample, J. Santos, J. Scanlon, T. Schichler, J.C. Senden, C. Shanahan, R. Straubhaar, G. Thompson, K. Tierney, M. Timmons, T. Vinci, J. Volland, W. Wagoner, R. Watson, L. Zion-Stratton
STUDENT REPRESENTATIVE: B. Moore, E. Sargent, R. Thomas
ABSENT: M. Bates, E. Baxter, M. Connolly, T. Custodio, M. Dorsey, B. Ellis, K. Farrell, R. Fisher, D. Gasbarre, H. Holvenski, A. Knebel, D. Mueller, R. Pearl, D. Rivers, R. Rodriguez, C. Silvio, J. Waadorp, A. Zamaira
GUESTS: C. Fogal, E. Johnston, A. Leopard, K. Love, N. Pares-Kane, A. Wade, M. Weingart, H. Wheeler, M. Vest

Meeting called to order at 3:34 p.m.

1. **Guest Speakers:**
    Elizabeth Johnston – Report on Professional Leave for the Benefit of the College
    E. Johnston reported on her leave outlining her goals:
    1. Begin formal study of curriculum design and instructional technology
        *   Introduction to Online Teaching
            (3 graduate credits, SUNY-Albany C.O.L.T) Created Online Course in Moodle
        *   Introduction to Instructional Design
            (3 graduate credits, SUNY-Albany) Created Mini-Course: KNILT Wiki
        *   Digital Media and Composition Institute at Ohio State University.
            ➢ Focus on Accessibility
            ➢ Hands-on work with Imovie, Ibooks, WordPress, captioning and editing tools
            ➢ Concept in 60
    2. Create an MCC-specific Open Educational Resource for all English 101 courses.
        Video and Narrated Power Point tutorials
        *   Wiki Tutorials
        *   Multimodal Assignments: Website Building, Video Essays, Blogs
        *   Rubrics
    3. Create a shareable, best-practices template for all English 101 online courses
        *   Engagement Technique #1: Preview Week
            ➢ "One Stop Shop" for course essentials
            ➢ Clarification of course policies
            ➢ Clarification of evaluation (rubrics, rubrics, rubrics)
            ➢ Easy access—chunking of information
            ➢ PDFs
            ➢ Printable syllabus/CIS

- ➢ Welcome Video (introduction by professor) and transcript
- ➢ Icebreaker Discussion—invitation to use avatars/profiles
- ➢ Guided Quiz on Policies
- ➢ Ask a Question
- Engagement Technique #2: Intentional Design of Assignments and Assessments (Needs Assessment; Curriculum Mapping)
- Engagement Technique #3: Discussion
  - ➢ Required: 20% of grade
  - ➢ Clearly stated discussion guidelines: Start by dates, End by dates, Minimum postings/visits clearly stated
  - ➢ Role Assignment
  - ➢ Self-Assessment Rubric
  - ➢ Professor involvement
    - o More at the beginning of the semester
      - ▪ Modeling to encourage teaching presence
      - ▪ Monitoring and Facilitating social presence
      - ▪ Encouraging cognitive presence
  - ➢ Wrap-up (YouTube video)
- Engagement Technique #4: Consistent Use of Web 2.0 Technologies
  - ➢ More video tutorials (Screencast, Jing, YouTube)
  - ➢ Weekly Blogs
  - ➢ Google Docs and TitanPad for Peer Review and multi-person composing
  - ➢ Google Docs—Excel for Expertise Grids, Conference Sign-up
  - ➢ Replacement of traditional essay by Wiki and/or WordPress project
  - ➢ Interactive OER sites like Excelsior OWL
- Additional Outcomes
  - ➢ Redesign of thematic approach in face-to-face and online course: Writing about Writing
  - ➢ Digital Literacies pilot
  - ➢ Professional Network
  - ➢ Research Project

She stated overall is what a great experience and thanked the Faculty Senate for the opportunity.
Questions/comment:
- H. Wheeler stated E. Johnston will have an article published in the Atlantic.
- G. Lynch asking if anything she learned could be transferable to other course. E. Johnston confirmed many of the areas could be used in any course.

C. Fogal – FCCC Update
C. Fogal gave the following update:
Chancellor's Search Committee
- Nina Tamrowski is one of 22 people; only 2 faculty + 1 student; 5 SUNY trustees; 4 SUNY president
- Others are successful alum or noteworthy people from government, philanthropy or advocacy groups (mostly from NYC).
- Two meetings thus far
- Candidate review should begin in November and we'll continue through winter-early spring

Teach NY
- Chancellor's major initiative this year
- How can CCs help?
  - ➢ Do teacher ed faculty collaborate with SUNY state-ops on transfer of education courses and articulation of program requirements.
  - ➢ Do teacher ed faculty collaborate with local high schools?
  - ➢ Some campuses will be "speak-out" site.

Faculty governance
Role expected in:

- Diversity Plan – due Nov. 1
  - Some goals could be related to academic matters
  - Professional development, recruitment and hiring, and perhaps curriculum development

SUNY Excels –or PIP
- a performance improvement plan was submitted by each campus to SUNY Provost last October 2015.
- Each campus president was asked to choose several variables (of 17) to use for development of a performance improvement plan (PIP). SUNY provided campus data.
- Academic variables include: grad rates and retention goals.
- This year, PIPs will be face-to-face, two hour meetings between president, SUNY Provost, and other campus leaders. Focus on effectiveness and strategic enrollment. *This process is underway this month.*

Applied Learning Initiative
- 2015 Budget language: "The Chancellor will collaboratively develop a plan to make experiential or applied learning activities available to students enrolled in an academic program of SUNY"
  - Summer 2015: **AL Steering Committee** appointed to advise this initiative (FCCC has three members on it.)
  - Nov-Dec 2015: SUNY plan adopted which offers guidelines and metrics for campuses as they develop their own campus plans, in seven phases.
  - Phase 1 due in February 2016
  - Phases 2-4 due April 15, 2016
  - Phases 5-7 due May 1, 2017

Applied Learning Initiative
- Campus teams on applied learning have been established and should be meeting to discuss how their campus will meet each phase of the plan. Campus teams include many roles (IT, faculty, students, IR, student activities, etc).
  - Feasibility and Collaboration study (Phase 5 & 6 – this year)
    - Can your local economy and service sector absorb CC students who are required to do applied learning for graduation?
    - Study can be conducted with neighboring institutions (maybe those in the CC Council region).
- Graduation Requirement (Phase 7 – this year)
  - This should be undertaken almost entirely by faculty, as it involves a curricular matter
    - Should Applied learning be a graduation requirement on your campus?

Applied Learning
- How to move degree requirement conversation through governance?
  - Assign to a standing committee that would typically review & recommend degree requirements (curriculum, academic rules), or ?
  - Form an ad hoc committee, or
  - Faculty executive committee
- Is this an academically sound requirement for our students?
  - Committee makes a recommendation to your faculty or shared governance body.

Micro-credentialing
- Related to: competency-based education; or "badging"
  - Could be credit-bearing or non-credit
  - Programmatic:
    - Most likely tied to workforce development
    - 'Less than' a certificate or degree (in terms of credits)
  - Course based
    - Un-bundling learning outcomes
    - Could be 'Less than' a course
    - This provides learning by a means other than thru the Carnegie Unit, acc. to "what students know" not "seat time"
- SUNY Micro-Credentialing Task Force

- Most recent meeting was 8/17/16
- Two task groups were formed:
- Spring survey determined extent of micro-credentialing across 64 campuses
- Policy audit – at SUNY and among campuses – to determine what serves as a barrier or an enabler to micro-credentialing
  - Task Force *should* help set a SUNY standard for creating MCs with integrity.
    - For example, micro-creds must go through faculty governance processes.
    - Other principles are in draft form.
  - FCCC Concerns include:
    - Is there academic integrity in the "un-bundling" of courses and programs?
    - What is the role of the faculty in the creation of micro-credentials?
    - To what is a micro-credential "stackable"?
    - What is the difference between credit and non-credit credential?
    - CC Councils could be the place that these are encouraged.
    - Does this effort divert our institutions from their primary academic mission?

Prior Learning Assessment
- This involves granting of academic credit for previous work experience of student.
- Most often awarded for military training.
- FCCC view: Faculty should be engaged in the measurement of learning. To what does past experience equate? And, how is this measured?
- This may:
  - Further enable competency-based education;
  - Enable quicker time to degree;
  - Support adult students in career transition;

Student Mobility
- Guidelines for Transfer Path development are near completion.
- Assessment plan is near completion to review: 'How is transfer working between SUNY campuses?'
  - Implemented in fall 2017, using fall 2010 as benchmark.
  - Metrics include: time to degree; number of credits at graduation; and debt load.
  - Report concerns to **studentmobility@suny.edu** .

Community College Councils
- Have begun meeting, which include presidents, faculty, trustees, and students from each college in a region.
- Same regional make-up as REDCs.
- Lt. Governor Hochul is attending ALL first meetings of the nine regional CC Councils.
- FCCC provided orientations for faculty members.
- Only 6 have met thus far.
- Regionalism is being encouraged.

Achieving the Dream
This is a national initiative that puts schools into cohorts, with other institutions around US, focus on and address 1st year retention.
- Mohawk Valley – 3rd year
- Onondaga, Westchester – 2nd year
- Broome, Dutchess, Schenectady, Suffolk, – 1st year.
  - These last 4 schools joined with little/no campus discussion or use of shared governance.

Other SUNY Initiatives
- Quantway/Statway – developmental math program developed by Carnegie Foundation
  - Now funded by SUNY for interested CCs
  - 21 CCs are either adopters or explorers.
- Open SUNY – formerly SLN
Currently, it means completely on-line programs;

- Cross-registration will soon be enabled so students can take courses at host institutions for home program (with home campus permission).

Please contact C. Fogal with any questions (cfogal@monroecc.edu)

2. **New Business:**

Proposed change to SUNY General Education Silo from Foreign Language to World Language

M. Ernsthausen took executive privilege and went out of order with the Agenda. M. Weingart has asked to bring New Business to the Faculty Senate regarding a possible change to a SUNY silo.

M. Weingart displayed the SUNY General Education Knowledge and Skill areas, he will be focusing on the Foreign Language silo, explaining his goal is to have Foreign Language changed to World Languages. He explained the use of Foreign Language is not an appropriate term and the use of the term has declined in academia. He referenced an article where the author asked departments the reason they changed names to World Language, which included the explanation Spanish is not a foreign language anymore due to the increased use in the United States. In 2012, his department voted to change its name to World Language and Culture, also referencing other colleges, New York State Education Department, and K-12 schools who have made similar changes. He explained the Presidents and Provosts, from the OCC and FLCC, as well as executive departments in other community colleges have written their support of this change. In summary, he is asking for the support of the Faculty Senate, which is needed in order to force SUNY to change the silo from Foreign Language to World Language.

Questions:

- H. Williams asked for clarification on what is needed from the Faculty Senate. M. Weingart explained it could be a letter or resolution supporting the change. He's asking Senators to solicit feedback from their departments then there will be a vote within the next few meeting supporting the change. The next step would be to inform SUNY through the FCCC or forward it to the SUNY Provost.

- H. Williams asked if the letter would need to be forwarded to MCC's Provost and President prior to the going to SUNY. M. Weingart explained they have met with the Provost and President who agreed to support the change if the Faculty Senate approved it. Dr. Wade added at MCC, the teaching faculty own curriculum and it would not be appropriate for administration to offer its support without input from the Faculty Senate. She further explained she feels this issue needs to go through the FCCC. C. Fogal explained this is being discussed at next week's Student Mobility Task Force meeting. Dr. Wade stated this topic was brought up at the last CAO meeting, where they discussed the process for curricular changes, which would not be the SUNY Chancellor imposing a change. It is up to the collective faculty to come to an agreement that this would be appropriate.

Action: M. Ernsthausen explained he would work with M. Weingart to prepare a resolution and/or letter to present at the next Faculty Senate as a future action item for a possible vote at the next December 1st meeting. He encouraged Senators to begin discussing of this issue with their constituents.

3. **Announcements**

M. Ernsthausen made the following announcements:

a) Panel Discussion at Erie Community College
- MCC Shared Governance Model
- Build culture of Shared Governance
- Remarks at Board of Trustees
- How we get information to make informed decisions
- Main concern at other CC: Faculty Apathy

b) Shared Leadership Coordinating Council
- SLCC met on 10/25
- Conditions at DCC
  ➤ Working on Announcement for Trib (should be in either Friday 10/28 or Monday 10/31)
- Questions about Draft Strategic Plan – Sent to VP Simmons
- Reviewed data on Great Colleges to Work For Survey
  ➤ Starting with communication

- ➤ How we treat each other
- Next meeting on 11/8

c) What's on your mind?
- DCC:
  Questions and discussion regarding website and improve search inside of site
  Policies: Are students informed about policies?
- Brighton
  Mitch, Holly W, and I talked with a student about cost of textbooks and ways to increase revenue

d) Upcoming Faculty Senate Dates
- Next full Senate meeting November 10th 3:30 pm in Monroe B
- Social Lunch
  - ➤ Monday, November 14th at Brighton (Monroe B)
  - ➤ Wednesday, November 16th at DCC (DCC 4193)
- He encouraged Senators and the constituents to attend one of the lunches in an effort to strengthen the college community.

4. **Student Announcements**
   a) E. Sargent from the Student Government Association made the following announcements:
   - The final Presidential debate party was a success
   - B. Moore is working on a formalized response to the proposed Student Services Reorganization. He has been discussion the changes with the effected departments.
   - Upcoming Events – she asked Senators to encourage their students to attend:
     - o November 7 - Pre-election party during college hour – atrium
     - o November 8 –Elections results party 8:00 p.m. – forum
     - o October 31 - Halloween Costume Contest during college hour – atrium

   b) M. Ernsthausen read the following report from I. Williamson, SEGA President: "As you are aware there have been a few issues with our campus due to the ongoing construction. I would first like to start with asking for the air quality control report to be released to the student body. I would also ask that there be a time that we can voice the concerns of the student body. Also, the past month has been a success we walked in Making Strides Against Breast Cancer on Sunday, October 16 and as a follow up we raised $300 dollars on campus with our own Breast Cancer Awareness Event. I personally thank all staff for your ongoing efforts and I for one wouldn't want to attend any other college."

5. **The Minutes from the October 13, 2016 Faculty Senate meeting were approved.**

6. **Action Items**
   a) **Proposed Amendment to Faculty Senate Resolution 1.1.7 - Academic Standing**
      Motion to approve. Motion seconded. ***Motion passes.***
   b) **Suspension of Faculty Senate Resolution 6.1.7 – MCC Association Board Teaching Faculty Representative Election**
      M. Heel explained due to an unopposed candidate, he is proposing the suspension of Faculty Senate Resolution for MCC Association Board Teaching Faculty election allowing the Faculty Senate to approve the candidate. M. Redlo, Faculty Senate Parliamentarian, confirmed it would require a 2/3 vote.
      Discussion: H. Williams asked if this would be a suspension for the period of one year. H. Heel confirmed.
      Motion: It is hereby proposed that the Faculty Senate suspend Section 6.1.7 of the Faculty Senate Resolutions, "Nominations and Elections of Representatives to the MCC Association Board," for the purposes of avoiding an unnecessary election procedure.
      Motion seconded. ***Motion passed.***
   c) **Vote to approved J. Barone as teaching faculty representative to the MCC Association Board**

Motion: It is proposed that the Faculty Senate approve unopposed candidate Jessica Barone, Department of Chemistry and Geosciences, to a renewed three-year term on the MCC Association Board.
Motion seconded. **Motion passed.**

7. **Future Action Item (vote at the November 10, 2016 Faculty Senate Meeting)**
   a) Proposed Intellectual Property Policy
   M. Ernsthausen presented the proposal explaining this has been sent to the Faculty Senate Executive Committee and then he forwarded it to the Faculty Association. The EC and Professor Karen Morris have reviewed the proposal. He asked Senator to share the proposal with their constituents and forward any questions/feedback to him.
   Questions:
   - M. Heel stated intellectual property is often thought of related to scholarship however, it can also be associated with work product. He encouraged departments of Professional Staff to review the proposed Policy and not disclaim it as not relevant to them.
   b) Proposed Academic Freedom Policy
   M. Ernsthausen presented the proposal. He asked Senator to share the proposal with their constituents and forward any questions/feedback to him.
   Questions:
   - G. Thompson asked if this is a revision to a current Policy. M. Ernsthausen clarified there is an Academic Freedom Policy in the FA contract. A. Colosimo stated there is a Faculty Senate Resolution (1.12) with the same language.

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, 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 (A. Colosimo)
   A. Colosimo reported the following:
   Proposed 2018-2019 Academic Calendar:
   - APC sent a memo to the Provost regarding the results of the vote
   Amendment to Faculty Senate Resolution 1.1.7 - Academic Standing
   - The Senate will vote on this amendment at the October 27, 2016 Faculty Senate meeting
   Academic Grievance Procedure
   - The Committee is reviewing the procedure.
   Waitlist Policy Ad Hoc Committee
   - There is currently not a policy regarding waitlists, which is handled differently across the departments. T. Vinci will represent APC on an ad hoc committee. It will also have 5-6 teaching faculty members including department chairs and three staff from Records and Registration.
   - The ad hoc committee will forward recommendations to APC for vetting.
   Scheduling Adjustment and Withdrawals Resolution
   - The Committee will be reviewing the procedure.
   - M. Redlo stated this has been discussed in several committees. It would be beneficial to retention to track the reason for students withdrawing through IR and then address the issues. There was discussion regarding additional information that would be helpful regarding retention. She will contact Eileen Wirley and Karen McCarthy to discuss the issue.
   Student Opinion of Course and Faculty
   - There will be an ad hoc committee assembled in the spring, since there will be two complete years of data available for analysis. The committee will be charged with examining the current tool used by the college, as well as ways to increase student participation.
   Waitlist met – first and last time – department chairs – want or see or need large college policy – should be handled in the departments

Curriculum (E. Putnam)

E. Putnam reported the following:
- The Curriculum Committee has given final approval to:
  Course Learning Outcomes Revisions:

2016-CO28-Spring	OFT 141	Professional Grammar and Communications
2016-CO30-Spring	OFT 170	Spreadsheet Applications Excel
2015-CO31-Fall	OFT 201	Advanced Word II

- The Curriculum Committee has posted for faculty review until 10/25/16:
  Course Deactivations:

2016-CD12-Spring	SPA 110	Accelerated Elementary Spanish
2016-CD13-Spring	SPA 201	Espana de ayer y de hoy
2016-CD16-Spring	SPA 202	Latinoamerica de ayer y de hoy
2016-CD15-Spring	SPA 205	Advanced Conversational Spanish I
2016-CD14-Spring	SPA 206	Advanced Conversational Spanish II

- The Curriculum Committee has posted for faculty review until 11/1/16:
  Course Deactivations:

2016-CD18-Spring	PSY 170	The Psychology of Eating, Body Image, and Wellness
2016-CD19-Spring	PSY 260	Psychology of Health
2016-CD20-Spring	FRE 205	Contemporary French Conversation I
2016-CD21-Spring	FRE 206	Contemporary French Conversation II
2016-CD24-Spring	BUS 225	MCC Business Collaborative
2016-CD25-Spring	MAR 204	Advertising
2016-CD26-Spring	SPC119	Storytelling

Comments: E. Putnam stated M. Vest has requests the College community to not put forward any program revisions due to the MCC General Education inventory has been completed. There will likely be program revisions as a result.
- M. Ernsthausen asked how the General Education inventory participation is going. M. Heel along with M. Vest have trained all departments on the process. There is currently one proposal for the panels review, which leaves 1,106 to review by January, 2017. He explained there were about 60 courses declaring they will not qualify for MCC General Education and 50 courses currently under development in the database. He asked Senators to encourage their constituents to move forward with their course reviews.

NEG (M. Heel)

No report.

Planning (P. Emerick)

P. Emerick reported the following:
2017 – 2021 Strategic Plan News
o   P. Emerick reported there was an announcement in the Trib explaining due to the glitch in the survey system last week they are allowing for additional time to comment on the proposed Strategic Plan 2017-2021. They were unable to re-open the survey but comments can be send directly to Vice President Simmons and P. Emerick. The Committee is meeting next week to review the feedback.
Sustainability News
o   The Sustainability Steering Committee is looking for members
o   Please take note of any sustainability practices that your department or division currently practices. We are trying to put together a list of how Sustainability is practiced throughout the college
2016 – 2017 Strategic Planning Grants
o   We are starting to put together the rollout of the grants. Currently looking at a due date of early February. Workshops will be conducted on both the Brighton and Damon City Campus.
o   There is a workshop planned for December 7th on the Brighton Campus. He asked the Senators for DCC to give him feedback on the best day and time to hold a similar event.
The Space Planning and Management Committee had their inaugural meeting on Friday 10/21.
Members are:

- o Paul Wurster, Assistant VP, Facilities, chair
- o Bob Cunningham, Director for Academic Facilities and Learning Environments
- o Paul Emerick, Associate Professor Biology
- o Ginny Geer-Mentry, Director MCC Association
- o Terry Keys, Associate VP. Instructional Technologies
- o Kimberley McKinsey-Mabry, Dean of the School of Business, Hospitality, and Entrepreneurism and the School of Community Engagement and Development, Academic Services
- o Matt O'Connor. Assistant VP, EDIWS
- o Diane Shoger, Executive Director, MCC Foundation

Working on forms to put in for space requests – over all charge

Professional Development (G. Lynch)
No report.

SCAA (A. Flatley)
A. Flatley reported the following:
Ongoing searches
- Director of Student Services, Dean of Academic Foundation – ongoing
- Dean of Curriculum and Program Development – ongoing
- Associate VP to Student Services (Enrollment Management)
Upcoming searches for spring 2017
- Executive Director MCC Foundation (Diane Shogar position)
- Director of Public Safety
- Dean, School of Arts & Humanities and School of Social Sciences & Global Studies
- Dean of Science, Technology, Engineering & Math (STEM)
Proposed reorganization of Student Services
- A memo was sent from SCAA to Dr. Holmes regarding the proposal Student Services Reorganization. He indicated he would send a detailed response within two weeks.

9. **Old Business**
    No old business.

10. **New Business**
    a) Brighton Room
    H. William asked if the issue of students being permitted to order food in the Brighton Room be revisited. She explained she has received several complaints from constituents about waiting in long line behind students. There is limited amount of time to get lunch as well as the Brighton Room is one of a few place faculty can go without students. She also pointed out there could be conversation which would be inappropriate for studnets to hear. M. Ernsthuasen stated he would look into this issue and report back.
    b) Construction at Damon City Campus
    H. Wynn-Preische addressed a concern from a constituent who believes the health and safety of colleagues is in jeopardy due to what has been and continues to happen during the construction taking place in the Sibley building. It was suggested the Faculty Senate draft a letter to President Kress voicing those concerns.
    - M. Ernsthausen stated just because the SLCC is doing something does not mean the Faculty Senate should not do something. He asked for input from the Faculty Senate members on how they would like to address the issue.
    - There was discussion regarding the specific issues and concerns. M. Ernsthausen suggested a letter be sent to the President addressing the specific concerns so when the leadership meets with the College and the County attorneys and/or the County legislature they will have information to share.
    - There was discussion regarding the timeframe for the completion of the work. M. Ernsthausen explained contingency plans are being discussed by Administration but the main goal is to remain at the campus.

- M. Ernsthausen asked H. Wynn-Preische if she would like to make a motion. She stated she believes it was only intended as a discussion items however, she will return to the constituent with the information she has received.

Faculty Senate Meeting adjourned at 4:56 p.m.

Respectfully submitted,

Mark Ernsthausen
President
Faculty Senate

Teresa Schichler
Secretary
Faculty Senate

Minutes approved at November 10, 2016 Faculty Senate meeting.