



## Faculty Senate Meeting May 16, 2013

**PRESENT:** C. Abbott, K. Aquila, R. Babcock, D. Burke, J. Case, K. Chin, N. Christensen, J. Cottrell, K. Doyle, B. Edelbach, P. Emerick, M. Ernsthausen, S. Farrington, M. Fine, K. Mooney-Graves, E. Grissing, M. Heel, M. Kachaluba, E. Lanzafame, J. Mahar, J. McPhee, M. Ofsowitz, J. Oriel, P. Ornt, E. Pierce, H. Pierre-Philippe, E. Putnam, M. Redlo, M. Sample, J. Santos, P. Sarantis, T. Schichler, D. Shaw, J. Smith, H. Williams, M. Witz, H. Wynn-Preishe  
**ABSENT:** A. Bauer, T. Conte, B. Ellis, G. Fazekas, D. Henneberg, J. Kucich, S. McCormack, M. Meyer, D. Navarro, D. Olaode, M. Oliver, J. Oriel, P. Peterson  
**GUESTS:** V. Avalone, J. Ayala, D. Cecero, C. Cooper, C. Jones, H. Murphy, T. Vinci, H. Yuen-Eng

**Meeting called to order: 3:30 p.m.**

**1. Guest Speakers: V. Avalone and H. Yuen-Eng – update on Construction Activities**

V. Avalone began by stating that the feedback received from the College community was taken into consideration when planning for the new bus loop, which will now be relocated to the back of campus instead outside building 9. The first of three phases of construction begins May 28, 2013.

*Phase 1:* The first phase begins by shutting down Center Road and Sports Road in the back of campus and having the roads widened. All the buildings will remain open and accessible. Construction is expected to be completed the beginning of July.

*Phase 2:* The second phase will begin July 2, 2013. In this phase, Monroe Loop (front loop) will be shut down and removed, taking about 5 months to complete. The metered parking will be relocated to other parts of the campus. The administrators will park in the faculty parking lots. Eventually there will be a new visitor lot using the existing concrete pads located in the area. After the project is complete, visitors will no longer have to use meter parking but will be able to park in a gated area and receive a ticket to be validated before exiting the College.

K. Chin asked how many visitor parking spaces would be available in the new area. V. Avalone stated she is not sure the exact number; however, there should be sufficient spaces to accommodate the number of visitors. (There will be approximately 36 visitor spaces. In addition, administrators will be encouraged to prearrange parking by permit in other lots for their visitors.) The visitor lot should be completed by the end of October. In addition, there will also be an administrator parking lot that will be accessed through Lot K.

V. Avalone stated that the front entrance will have an entirely new look. The ramps will be removed and replaced with staircases to make it more attractive and welcoming for visitors.

H. Williams asked how will the front of campus be handicap accessible once the ramps are removed. V. Avalone stated that the ramps were never intended to be used for accessibility; however there will still be an elevator directly to the left of the lower entrance.

Beginning June 4, 2013, the second level of building 1 will be closed for window replacement so during this time the front of campus can be accessed only through the down ramp. On July 2, 2013, the entire front entrance will be shut down until December; the majority of the work will be completed during this phase. Landscaping will be completed the following spring.

J. Case asked where pick up and drop off would be located during construction. V. Avalone stated that temporarily it would be located in the temporary visitor parking area that will be located in parking lot C, accessed through parking lot D. There will be signage that will direct visitors to the area. V. Avalone pointed out that drop off and pick up can take place in any area on campus. There will also be a temporary visitor information desk in building 5 that will be staffed during normal business hours in addition to the current location in building 1. She pointed out that the temporary signage will be to direct students and it will be up to departments to ensure that their visitors are directed accordingly.

M. Ofsowitz asked if the stop signs would remain in the front of campus. V. Avalone stated there would be new signs to direct traffic. She pointed out that the removal of Monroe Loop would reduce the number of accidents in this area, improve traffic flow and campus safety.

**Phase 3:** This last phase will happen next year when a roundabout is installed at the entrance off Brighton-Henrietta Town Line Road.

Questions:

Where will the shuttle bus be located? V. Avalone stated that the shuttle bus would remain at the back of campus. She also pointed out that all the other services vehicles that used Monroe Loop, i.e. FedEx, armored truck and USPS, have relocated to other parts of campus.

Where will public bus stops be located? V. Avalone explained that RTS Bus 50 is the only bus that will drop off and pick up at the back of campus; this bus transports approximately 67% of MCC's students that commute by public transportation. V. Avalone stated that all other buses would remain on E. Henrietta Road. RTS is planning to build a bus stop shelter on E. Henrietta. Public Safety is always available to assist students in getting out to the bus stop safely.

Why is it that only bus 50 is directed to the back of campus and the other buses are not? V. Avalone stated that she is not sure of the reason since it was a decision made prior to her involvement on the project; however, she believes there were some time concerns from the bus company with having to go to the back of campus as well as campus traffic. She pointed out that only about 87 students use buses other than Bus 50.

Will the information desk be located in Building 1 and is there a plan to have one located at the back of campus? V. Avalone stated that the information desk will remain where it is and there is not a plan to have an information desk at the back of campus. (Since the meeting it has been agreed that students entering from the back of the campus will be directed to the Atrium in bldg. 3 and that in the beginning of the semester, a section of the service desk will be designated for information.) There will be signage directing any visitors that arrive on the bus to the front of campus. Regularly visitors will still come into the front of campus. However, the plan is flexible and changes can be made as needed.

V. Avalone stated that she or H. Yuen-Eng are available any time for questions. Information regarding the project can also be found at [www.monroecc.edu/go/TransportationChanges](http://www.monroecc.edu/go/TransportationChanges).

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

a. C. Abbott announced that the FA Mediation Project is hosting a workshop called Navigating Difficult Workplace Relationships on June 5, 2013.

b. C. Abbott announced that the Executive Committee is meeting with the President's cabinet on June 6, 2013 from 12:00 – 1:30 to continue the effort to improve communication between faculty and academic leadership. She asked Senators to forward to her any concerns or questions that they would like discussed at the meeting.

## 3. **Student Announcements**

No student announcements.

4. The minutes from the April 25, 2013 Faculty Senate meeting were approved as amended.

5. **Action Item:**

**Amendment to Faculty Senate Resolution 1.1.4**

E. Grissing stated that the Academic Policies Committee is recommending the following change to Faculty Senate Resolution 1.1.4 (*proposed changes shown in bold and italics*)

**1.1.4 Repeating Courses (2013)**

A student may repeat a credit course. All course grades appear in the academic record. In cases where courses are repeated, the official grade will be the ***highest grade recorded***. The official grade earned in the course will count toward the student's cumulative point average. A student's financial aid may be affected by repeating a course; the student is advised to consult the Financial Aid Office concerning his or her full-time status.

**Motion:** To approve the amended Faculty Senate Resolution 1.1.4

**Motion seconded**

**Discussion:** C. Abbott stated that there have been questions regarding when the policy change will be in effect. E. Grissing stated that the policy changes would go into effect fall 2013.

**Motion passed.**

6. **Standing Committee Reports**

**Academic Policies (E. Grissing)**

E. Grissing reported the following:

- M. McDonough supports the change to the grade submission deadlines that was passed at the April Faculty Senate meeting and the change will be in the fall 2013 catalog.
- Academic Polices Committee (APC) has received the following results regarding the Student Opinion of Course and Faculty questionnaire that was sent out to academic departments:

- 4 departments did not respond
- 1 department supports the instrument in its present form
- 5 departments support continuing to administer the survey centrally but rewording the questions so that it will a be better instrument and help to improve teaching practices
- 11 departments found the survey not useful in its present form and use their own survey

APC members discussed the results and since there is a Faculty Senate Resolution that mandates the administration of the survey, APC is recommending that next year's APC look into reworking the survey. This could possibly include rewording the survey and involving in the discussion the departments that still want to use the survey. APC also recommends that students be included in the process since the information generated from the surveys is also used to help students and is kept for their review in the Student Government Offices and in the Library. In addition, a Faculty Association representative should be involved in the discussion to address any contractual issues.

Question: Has the committee discussed offering the survey at the end of the semester online? E. Grissing stated the committee discussed the possibility of using an app for smart phones during class time.

**Curriculum Proposals (H. Wynn-Preishe)**

H. Wynn-Preishe reported the following:

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

9 Course Revisions:

CR20S MAR 200 Principles of Marketing

CR21S CHE 100 Preparatory Chemistry

CR22S CHE 124 General, Organic, and Biochemistry

CR23S CHE 145 Preparation for General College Chemistry

CR24S CHE 151 General College Chemistry I

CR58SPSC 103 Fire Department and Emergency Medical Services Dispatching

CR30SACD142 - Alcoholism/Chemical Dependency and the Family System

CR31SACD143 - Alcoholism/Chemical Dependency Counseling Skills

CR29SACD144 - Alcoholism/Chemical Dependency/Substance Abuse Group Counseling Skills

1 New Course:

NC7S THE 181 Touring Theatre Troupe

**1 Program Revision:**

**PR8F AAS Hospitality Management-Event Planning Option**

- The Curriculum Committee has posted the following for Faculty Review until 5/28/13:

**2 New Courses:**

**NC24F PSC 213 Practicum in Fire and EMS Dispatching**

**NC9S CRC 100 Career and Technical Education Professions**

**1 Course Revision:**

**CR16S EMS 270 Introduction to Paramedicine**

**1 New Program:**

**NP1S CERT Homeland Security**

**1 Course Deactivation:**

**CD2S THE 290 Independent Study**

**2 Program Revisions:**

**PR9S AS Mathematics**

**PR10S AAS Human Services**

**Curriculum Special Projects (M. Ernsthausen)**

M. Ernsthausen reported that the committee is working on finalizing a plan to assess the infused competencies. The plan is a two-year project that will involve a number of faculty.

**NEG (N. Christensen on behalf of A. Wilson)**

N. Christensen reported that the Committee would be sending out an email requesting standing committee preferences for the 2013-2014 term.

**Planning (D. Shaw)**

D. Shaw reported that the Committee met with E. Martin, chair of the Classroom Committee, and received an updated on classroom issues.

**Professional Development (H. Williams)**

H. Williams reported that the Committee is working on the final details of the June 12<sup>th</sup> Professional Development workshop called Creating a Safe Learning Environment: the evolving dynamics of campus culture. The workshop begins at 9:30 a.m. Breakfast and lunch will be served. There will be the following speakers from departments across campus:

- Campus Report Card and Emergency Preparedness - negotiating the new normal  
Deb Dwyer, Interim Director Public Safety
- Student Stressors and Policies - what's on their radar?  
Betty Smith, Counselor - Counseling, International Students and Veteran Services
- Situational Awareness - changes to our physical environment  
Heze Simmons, Vice President /CFO - Administrative Services
- Responding not Reacting - managing conflict  
Richard Ryther, Vice President - Student Services
- Before and After Incidents/Crisis - what's still on your mind?  
Karen Coffey, Teaching and Creativity Center

**SCAA (M. Fine)**

M. Fine reported that the search for the Vice President of Student Services will be conducted over the summer. Over the past few days, the search consultants have been on campus meeting with various groups. The plan is to finish the search over the summer and hold the open hearings at the end of September.

**7. Old Business**

a. D. Burke reported that the Employee Code of Conduct Committee has completed a draft policy and a copy will be sent out to Senators after the meeting to be shared with their constituents. The document is modeled after the Student Code of Conduct document and there was representation from across campus on the committee. There will be a vote to support the policy at the June All College Faculty Senate meeting.

8. **New Business:**

a. M. Ernsthause announced first phase of the Common Read program, slated for the 2013-2014 academic year, will involve recruiting faculty from a wide array of disciplines to read The Immortal Life of Henrietta Lacks by Rebecca Skloot. M. Ernsthause encouraged Senators to share the information with their constituents and to get involved in the project. To reserve a book, please e-mail Jodi Oriel at [joriel@monroecc.edu](mailto:joriel@monroecc.edu).

Meeting adjourned at 4:08 p.m.

Respectfully submitted,



Christine Abbott  
President  
Faculty Senate



Donna Burke  
Secretary  
Faculty Senate

**Minutes approved at June 13, 2013 Faculty Senate meeting.**