

Senate Faculty Caucus Overview 2016/2017

Topics of Discussion/Initiatives

➤ **Senate Faculty Caucus Chair Elections**

At the beginning of the second year of Faculty Caucus it was decided that the Chair would be elected on a yearly basis. Elections took place, Christine Miller was elected for a second term. It was also decided that, moving forward, elections will take place at the final meeting of each spring semester.

➤ **Advisory to Caucus Chair**

At the Chair's request two members (Don Kelly and Joyce Baumann) agreed to be informal Agenda Advisors to support the Chair in the year ahead.

➤ **FCCC Representative**

Jim Roberts was announced as the new Faculty Council on Community Colleges Representative to replace the position vacated upon the retirement of Ron LaBuz. Jim periodically presented updates to Senate Faculty Caucus based upon meetings, activities, and Resolutions from the FCCC.

➤ **FCCC Regional Council**

As a member of the FCCC Regional Council Report Joyce Baumann also provided periodic updates on regional discussions and concerns.

➤ **Future Forums**

In the early part of the Fall 2016 semester President VanWagoner reached out to - Caucus for feedback on venue and timeframes for talks he wished to offer Fall 2016 to discuss Innovations in education related priorities moving forward. Suggestions for offering these Future Forums were then forwarded to President VanWagoner to support his planning.

➤ **Faculty Caucus Presenter Form**

Early in the new school year the concern was raised about presentations at Caucus. Essentially, while Caucus members recognized that it is sometimes necessary and appropriate for Non-Faculty members to present at Caucus, it was felt that a protocol should be developed allowing presenters to summarize the need to be placed on the Agenda, this in turn would allow Caucus to understand the intent of the presentation, offer guidelines to the presenter, and to suggest an appropriate meeting date for

inclusion on the Agenda. The form was developed by Caucus members and ultimately given to Chrono Ho for placement on the Web site. The Faculty Caucus Presenter Form is now housed on both the Senate page of the MVCC website and the Faculty Caucus page. Once submitted the form goes to both the Caucus Chair and is stored in a database. The form is now in use and appears to be working well.

➤ **Micro-Credentials**

Early in the Fall semester a Micro-Credential Team membership was determined by Caucus members and the Chair reached out to those named to ask if they would be willing to serve on the Team. The Team included members of the student body, faculty, administration, financial aid, and registrars, Cstep and CCED. The Caucus chair with the support of Caucus members developed a Charge to help guide the Team. After the Team met they provided recommendations to Caucus. Caucus in turn provided recommendations to the Senate. Senate charged the APSC with developing proposals on process following this Senate discussion.

➤ **Employee Lounge Renovations**

As a member of the Employee Lounge Committee, the Caucus chair asked for input from members as to their vision for the lounge to share back with the Lounge committee, and continued to update Caucus on the progress.

➤ **Post Labor Day Start**

A special December Caucus meeting was called to discuss the Post Labor Day start. The topic was also discussed at additional Caucus meetings in the spring semester. While Faculty largely “came on board” with the potential benefits of the later start, concerns arose about transparency and Faculty desire to be drawn into conversations regarding such major changes earlier in the process so that Faculty can be part of the dialog and will have opportunity to offer feedback and input sooner in the process.

➤ **Information Pipeline**

In response to the Post Labor Day start Caucus began a conversation about development of a procedure/system to prompt dialog between College committee/council initiatives and Senate Faculty Caucus. This system is intended to elicit conversation in early planning stages when those initiatives represent content where Faculty voice and feedback is appropriate. Over time the conversation developed into some suggestions including:

1. The Caucus chair will reach out to various constituencies at least once a year to encourage them to engage Faculty Caucus in the planning stages of such initiatives.

2. The Caucus will invite Maryrose and Randy at least yearly if not each semester to provide pertinent updates.
3. Caucus will encourage faculty serving on committees to share pertinent updates with Caucus as well.

Presenters/Presentations to Faculty Caucus

➤ **Faculty and Student Engagement after Suspension- Morris Pearson, Brittany Dielmens**

Morris helped to clarify the Suspensions process and follow up. This allowed Faculty to ask questions and learn more about the process. Caucus members made suggestions to make the suspension e-mail more clear and that a follow up e-mail be sent if suspension is lifted along with a reminder of the options Faculty have to help students get back on track. It was suggested that the Completion Coaches could be brought on board to help facilitate the transition back to the classroom.

➤ **Starfish- Anna Radlowski**

Anna provided a thorough overview of Starfish allowing Faculty to ask questions and gain a better sense of the program. While Caucus members could see the value of the program the primary concern is that the program doesn't overload Faculty- eliminating redundancies would help along with evolving the program to streamline other processes such as the attendance certification.

➤ **Enrollment Management Council – Shahida Dar**

An update on conversations in the Enrollment Management Council was provided including what programs should be advertised or developed to further our enrollment, what changes are needed to increase enrollment, and what are the predictions for change in the next decade to education- how do we stay abreast of the rapid changes?

➤ **Waitlist Conversation- Rosemary Spetka and Jim Sunderhaft**

With some questions arising at an earlier Caucus meeting regarding the Waitlist process, Rosemary and Jim agreed to attend a Caucus meeting to give us an overview of that process and to answer questions. Caucus members found it to be a very productive conversation- lending clarity to a process that we didn't fully understand. It also highlighted a sense of all the "behind the scenes" activity that many of us are unaware of.

- **Student Advisement Design Team- Tim Thomas, Carla Zupanic, Shannon Crocker**

Team members presented current changes to the advisement process and possible initiatives that are in the development process to improve the connection between students and advisor with the goal of increasing retention and encouraging students to take advantage of advising benefits.
- **Future Forums and Academic Updates- President VanWagoner and VPLAA Maryrose Eannace**

President VanWagoner presented the findings of the Future Forums and discussed items that seemed most important to Faculty. Vice President Eannace provided an update on current initiatives and activities in the spirit of strengthening transparency and opportunities of dialog with Faculty.
- **Feminine Product Availability on Campus- Tom Squires**

After the conversation regarding Feminine product availability was brought to Senate Tom Squires offered to discuss this with Caucus. As a result, Tom agreed to facilitate the refilling and repairing of existing vending machines on campus, making sure at least one machine is housed in each building on campus and that extra products will be available in the Employee Lounge once completed.
- **Faculty Promotions Process– Elin Cormican**

Elin addressed some of the challenges of the current promotions process, along with some possible changes and updates. Caucus expressed the concern that the promotions committee and Faculty be a primary voice in the discussion about promotions and the ultimate changes established.
- **Additional Discussion Items**
 - **Difficulty in obtaining supplies**, particularly when teaching in the Academic Building since the Re-design moved all Dept. offices to Payne Hall.
 - **Smoking ban-** how to handle non-compliance, retaining signage as reminder to students and new arrivals on campus would help.
 - **Copiers-** some challenges at the beginning of the semester that seemed to resolve over time.

Additional Chair Activity

- Attended APSC meeting in Fall 2016 to update APSC Chair and committee members on Micro-Credentials.
- Followed the FCCC IEC listserv and engaged in e-mail conversations on emerging trends in education including Micro-Credentials, Prior Learning Assessment, and Competency Based Education.
- Made monthly reports to Senate.
- Met with Jim Lynch and Maryrose Eannace to discuss Starfish challenges and concerns.
- Reached out to Maryrose Eannace to gain a clearer picture of PLA at MVCC.
- In response to above: Attended Leadership Meeting with invite from Maryrose to discuss PLA's
- With invite from President VanWagoner attended SUNY Regional meeting, offered update on Faculty Caucus and offered faculty perspective in the context of the conversation.
- Met with Maryrose Eannace for insight on potential updates to the promotions process.

Caucus Wrap-Up

- Chair Senate Faculty Caucus Elections Held- Christine Miller re-elected.
- Official Faculty Caucus Advisory Group established.
- Meetings to be set, start time shifted to 2:30 for Fall 2017 to accommodate Post Labor Day start scheduling changes.