

**MOHAWK VALLEY COMMUNITY COLLEGE**  
**Utica and Rome, New York**

**COLLEGE SENATE MINUTES**

Tuesday, May 3, 2005, PH 300

**Present:** S. Bice, A. Broski, T. Capraro, N. Caputo, E. Dailey, F. Elias, A. Glidden, C. Harrington, K. Hartman, B. Kurtz, D. Larson, M. Pearson, W. Perrotti, B. Quist, N. Rutishauser, B. Scantlebury, M. Schafer, S. Senior, M. Sewall, R. Spetka & J. Zegarelli.

**Student Senators:** S. Bish, A. Dean & P. Malinowski.

**Excused:** D. DiGiorgio, B. Evans, R. Feola & W. Hysell.

**Absent:** A. Friedberg, U. McLean, K. Mokry, J. Myers & W. Zogby.

**Guests:** J. Brown, J. DeWeerth, S. Engel, P. Hirsch, D. McDermott, C. Pace West, M. Radlowski, N. Rosero, E. Searles & S. Zohne.

**CALL TO ORDER**

The meeting was called to order at 2:38 p.m.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Dan Larson moved, and Mike Sewall seconded, to approve the minutes of the April 5, 2005, meeting with one correction (moving S. Bish, A. Dean, and B. Kurtz from Absent to Excused). The motion carried by common consensus.

**CHAIRPERSON'S REPORT**

Chairperson Bice:

- attended Executive Committee meetings;
- attended the April meeting of the Board of Trustees;
- met with the Senate Advisory Committee;
- drafted two Bylaws revisions regarding membership to include constituents not previously afforded a College Senator;
- followed up with the Chairperson (Carolyn Pace West) of the International Initiatives Committee regarding Committee composition and terms of membership;
- conferred with the Chairperson (Barbara Evans) of the Memorial Committee regarding status and fund raising activities;
- met with the ad hoc committee charged with the development of a resolution addressing Academic Bill of Rights, and thanked Dr. Larson, Bill Perrotti, Beverly Quist, Christi Harrington and Andrew Dean for their work on the committee;
- facilitated the Open Forum on +/- grading and reading competency/comprehension;
- forwarded to President Schafer the College Senate's action on the establishment, membership, and terms of membership of the Diversity and Global View Committee;
- prepared an updated copy of all College Senate Committees including charge, composition, terms of membership, and reporting requirements;
- met with the ad hoc Nominations and Elections Committee concerning the ballot.

Nancy Caputo moved and Rosemary Spetka seconded to accept the Chairperson's report. The motion carried by common consensus.

## **COMMITTEE REPORTS**

Ad hoc Memorial Committee: Chairperson Bice reported that Barbara Evans will no longer be serving on the committee, as her term of office on the Senate has expired. After discussion, Chairperson Bice agreed to discuss the matter with Fritz Barns and the Beautification Committee.

Ad hoc Nominations and Elections Committee: Rosemary Spetka reported that only 82 ballots (9 from the Rome campus) were turned in for the election. She announced that the following people were elected:

Academic Appeals Committee: Alison Doughtie  
Academic Policies Committee: Sandra Engel, Tom Capraro, Jean Wagner  
Awards Committee: Chuck Svoboda  
College-Wide Calendar Committee: Chuck Svoboda  
Diversity and Global View Committee: Dennis Rahn, Beverly Quist  
Continuing Appointments for Faculty Committee: William Judycki  
Promotion Review Committee for Administrators: Sandra Engel  
Promotion Review Committee for Faculty: None  
Promotion Review Committee for Non-Teaching Professionals: None.  
Sabbatical Leave Committee: Gary Kulis, Gabriel Melendez  
Senators at Large: Tom Capraro, David Katz, Beverly Quist, Bill Perrotti  
Rome Senator: Gideon Donato

## **REPORT BY STUDENT GOVERNMENT**

Andrew Dean announced the new Student Government officers:

President: Nickki Kotary  
Vice-President: Paul Malinowski  
Student Trustee: Doug Koba

## **OLD BUSINESS**

Senate Sponsored Open Forum: Chairperson Bice reported that the first half of the Forum on +/- grading resulted in a recommendation that the Academic Policy Committee should be charged to study this further (review what other colleges are doing; look at the impact on MVCC students transferring to other colleges; the impact on the awarding of scholarships, etc.) and report to the Senate. The Senate agreed to do this by common consensus. The second half of the Forum, on reading competency/comprehension, resulted in a recommendation to charge the Academic Policy Committee to complete any review necessary to aid them in the development of a policy statement including the 3 Rs (reading writing & arithmetic) within a certain number of credit hours. The Senate agreed to charge the PAC accordingly by common consensus.

Academic Bill of Rights: Bill Perrotti presented the Draft Resolution on the Academic Bill of Rights prepared by an ad hoc committee of the College Senate. With the addition of the Board Policy Manual to paragraph seven, Bill Perrotti moved, and Dan Larson seconded, to accept the Draft Resolution (see attached). The motion carried with none opposed and no abstentions.

International Initiatives Committee: Carolyn Pace West presented the Committee's composition for the Senate's approval. After discussion, Dan Larson moved, and Frank

Elias seconded, to remand the composition back to the Committee for fine-tuning. The motion carried.

Strategic Planning Committee Staffing/Salary/Morale Subgroup proposal concerning College Senate Committee compositions: Chairperson Bice presented the compositions of all the College Senate Committees for review for possible inclusion of previously excluded groups. After reviewing a few, it was suggested that a subcommittee be formed to look at these compositions. Dan Larson moved, and Mike Sewall seconded, to form an ad hoc committee. The motion carried with none opposed and no abstentions. Dan Larson, Bill Perrotti, Sue Bice, and Paul Malinowski volunteered to serve on this ad hoc committee, with Bill Perrotti to call the first meeting.

Open Senate Committee meetings: Question had been raised at a previous Senate meeting as to whether all Senate Committee meetings should be open to the general campus community. After discussion, it was suggested that this matter should be taken up by the ad hoc committee examining the Committee's compositions. The Senate agreed to this suggestion by common consensus.

Search process: Chairperson Bice presented for the Senators' information a report from Jerry Brown, Dean of Human Resources, on how the search process works. Bill Perrotti reported rumors he had heard of people being offered a position before the search committee had met them, and people being trained for a position before being interviewed. It was agreed to bring these matters to the attention of the Executive Committee.

## **NEW BUSINESS**

College Senate Bylaws revisions: Chairperson Bice presented one change and two additions to the College Senate Bylaws. First, she proposed a change in 3.1.1: Elected Members: Number of Senators: 17 to include the library and tutoring faculty.

### Current Bylaw **3.1.1: Elected Members: Number of Senators: 17**

There shall be a minimum of seventeen senators representing the teaching faculty. There shall be one full-time faculty representative from each academic department to be elected by the membership of that department. Should the number of departments change, the difference shall be composed of academic Senators-at-Large elected by the faculty at large.

### Proposed Bylaw **3.1.1: Elected Members: Number of Senators: 17**

There shall be a minimum of seventeen senators representing the faculty. There shall be one full-time non-administrative faculty member holding academic rank from each academic department (including Library & Tutoring Services) to be elected by the membership of that department. Should the number of departments change, the difference shall be composed of academic Senators-at-Large elected by the faculty at large.

Dan Larson moved, and Nancy Caputo seconded, to accept the Bylaw change. The motion carried with none opposed and one abstention.

Next, Chairperson Bice proposed an additional Bylaw 3.1.1 to add Senators from the Classified Staff.

**Bylaw 3.1.1: Elected Members: Number of Senators: 2**

There shall be two (2) elected Senators representing the full-time Classified Staff. Each of these Senators shall be elected by the full-time Classified Staff at large.

Nancy Caputo moved, and Rosemary Spetka seconded, to accept the new Bylaw. The motion carried with none opposed and no abstentions.

Last, Chairperson Bice proposed an additional Bylaw to add Senators from the part-time employees.

**Bylaw 3.1.2: Appointed Members: Number of Senators: 1**

There shall be one (1) appointed Senator representing the part-time employees. This Senator shall be appointed by the College Senate Chairperson.

Beverly Quist moved, and Tom Capraro seconded, to accept the new Bylaw. The motion carried with none opposed and no abstentions.

**OTHER BUSINESS**

Retiring Senators: Chairperson Bice thanked retiring Senators Mike Sewall, Christi Harrington, and Bill Zogby, for their service.

**REPORT BY PRESIDENT SCHAFFER OR DESIGNEE**

None.

**ADJOURNMENT**

Barbara Scantlebury moved, and Mike Sewall seconded, to adjourn. The meeting adjourned by common consensus at 4:07 p.m.

**NEXT MEETINGS**

The next College Senate meeting will be: **Tuesday, May 24, 2005, at 2:30 p.m. in PH 300.**  
The next Senate Advisory Committee meeting will be: Wednesday, May 18, at 10:00 a.m. in PH 391.

Respectfully submitted,

Krista E. Hartman  
Senator and Recording Secretary