

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

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, September 6, 2005, PH 300**

**Present:** S. Bice, T. Capraro, N. Caputo, E. Dailey, D. DiGiorgio, G. Donato, R. Feola, A. Glidden, K. Hartman, W. Hysell, D. Katz, B. Kurtz, D. Larson, D. McDermott, J. Maio, K. Mokry, M. Pearson, W. Perrotti, B. Quist, N. Rutishauser, B. Scantlebury, M. Schafer, S. Selden, S. Senior, M. Sewall, G. Slade, R. Spetka, R. Stempien, R. Thomas, and J. Zegarelli.  
**Students:** J. Farrell, N. Kotary, and P. Malinowski.  
**Excused:** A. Broski and W. Lewis.  
**Guests:** R. Cantor, J. DeWeerth, C. Domser, S. Frisbee, R. Jubenville, K. Lynip, M. Radlowski, N. Rosero, E. Searles, R. Webster, and D. Willner.

**CALL TO ORDER**

The meeting was called to order at 2:35 p.m.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Dan Larson moved, and Gideon Donato seconded, to approve the minutes of the May 24, 2005, meeting. The motion carried by common consensus.

**CHAIRPERSON'S REPORT**

Chairperson Bice:

- met with the Executive Committee throughout the summer;
- attended Board of Trustees meetings;
- met with the Senate Advisory Committee;
- attended a meeting with the President of the SUNY IT Faculty Council;
- attended a dinner meeting with the SUNY IT Faculty Council members and the MVCC College Senate Advisory Committee members;
- revised and distributed the listing of College Senators;
- conferred with Carolyn West Pace concerning membership of the International Initiatives Committee;
- sent an invitation to the Student Council President to meet with her to discuss the workings of the College Senate and the students' roles in it;
- met with the Patty Fox from the Vice President of Instruction's office and with Eileen Dailey from the President's office with regards to appointments to College Senate Committees.

Chairperson Bice acknowledged that all the seats in PH 102 have been repaired. This was a concern raised in the February 2005 Senate meeting.

Chairperson Bice reported that the water fountain for the Memorial has arrived, and that four cement benches have been donated. She met with Paul Hillman, owner

of Personal Graphics Company, Inc., in regards to the desired plaques. It has been estimated that \$3000.00 will be needed for the preparation and placement of the flagstone walkways. At her meeting with Fritz Barns it was determined that \$5,000 would initially need to be raised. She will be sending an email to all faculty and staff asking for donations. It was also suggested by Dick Thomas that donors have the option of payroll deduction, which possibility she will explore. In addition, it was recommended that the fund be established through the Foundation so that donations could be tax deductible.

Barbara Scantlebury moved, and Dick Thomas seconded, to approve the Chairperson's report. The motion carried by common consensus.

### **COMMITTEE REPORTS**

Chairperson Bice presented the Spring 2005 College Senate Committee reports for discussion. In reviewing the report of the Career Appointments Committee, a question was raised regarding procedures. Chairperson Bice will follow up with Chairperson Kulis to review the Professional Association contract language to ensure the review of all applicable candidates for continuing appointment. After discussion, Dave Katz moved, and Bruce Kurtz seconded, to approve the committee reports. The motion carried, with none opposed and no abstentions.

### **OLD BUSINESS**

Operating Rules of the College Senate: Chairperson Bice put forth a proposal to to make two additions to the Operating Rules: first, a statement that the current edition of Robert's Rules of Order be the guidelines for the Senate, and second, that rule #6 be reworded to specify that a majority vote of a quorum is needed to modify the Operating Rules. After discussion, it was felt that using Robert's Rules would be too restrictive on procedures, and that the change to rule #6 was unnecessary. However, Dick Thomas proposed a seventh rule, to read:

7. All Senators shall vote by casting a yea, nay, or abstention vote.

This was meant to prevent Senators from not voting at all. Dave Katz seconded the motion, which carried with none opposed and no abstentions.

Promotion Review Proposal: President Schafer suggested that a task force be established to review the promotion process, adding that this task force should include current members of the review committees. Bill Perrotti moved, and Nancy Caputo seconded, to form a task force. The motion carried. Chairperson Bice will send out an email calling for volunteers.

### **NEW BUSINESS**

College Senate Bylaws Revisions: Chairperson Bice presented 4 proposed changes to the College Senate Bylaws. The first change was to 3.1.2, under Number of Senators, which currently reads 2, to read:

3.1.2. Appointed members

Number of Senators

3

Representative area

There shall be three (3) student Senators...

The second change was additional wording in 4.7.1, to read:

4.7.1. The Chairperson or Vice-Chairperson of the College Senate may be Removed from office for cause by a two thirds (2/3) vote of those College Senators in attendance at a regular or properly called meeting.

(Changes underlined.) The third and fourth proposed changes were negated due to the failure of the two proposed changes to the Operating Rules. Nancy Caputo moved, and Tom Capraro seconded, to accept the two Bylaws revisions. The motion carried.

College Senate Committee Reporting Form: Chairperson Bice presented a proposed form created by herself and Krista Hartman which would be placed in the College Senate Public Folder and which all Senate Committees would use to make their semester reports. This would ensure that all committees would be supplying the same and complete information. The motion was approved by common consensus.

Summary of the MVCC/SUNY IT Faculty Leadership Meeting: Chairperson Bice presented for the Senate's information a summary of what was discussed at the College Senate Advisory Committee's meeting with the SUNY IT Faculty Council on August 17, 2005. Nikki Kotary asked if the students on either campus had been asked how they feel about the proposed merger. So far they have not.

College Senate Budget: Chairperson Bice proposed that funding should be set aside for future meetings between the College Senate and SUNY IT faculty, to pay for transportation and meals, and for food and drink at Senate-sponsored events. Bill Perrotti proposed \$1000.00. Tom Capraro proposed a budget of \$500.00 for 2005-2006 and that \$1000.00 be requested in the College's budget for the 2006-2007 academic year. Dave Katz moved, and Gideon Donato seconded, Bill's proposal. The motion carried, with none opposed and one abstention.

**OTHER BUSINESS**

Art Work Displays: Bill Perrotti reported that Christi Harrington's sculpture in the IT building has been defaced and is not on display in an appropriate place. He feels that the college has a responsibility to protect all artwork that is put on display on campus. Chairperson Bice agreed to contact Carolyn West Pace and Bob Clarke as to what can be done.

Open Forum Topics: Chairperson Bice called for topics for the Senate-sponsored

Open Forum. None were suggested. An email will be sent out soliciting suggestions.

### **OTHER BUSINESS**

Helping Hurricane Victims: Gideon Donato asked on behalf of Barbara Evans if MVCC is going to accept victims of Hurricane Katrina. Ralph Feola replied that all SUNY colleges are looking into this.

### **REPORT OF PRESIDENT SCHAFFER OR DESIGNEE**

Eileen Dailey reported that the county approved the college's budget, which is now on its way to SUNY.

### **REPORT OF STUDENT GOVERNMENT**

Nikki Kotary, President, reported that they are looking for an advertising specialist, that they are in the process of filling committees, and that they are gearing up for fall conferences.

### **ADJOURNMENT**

Paul Malinowski moved, and Dave Katz seconded, to adjourn. The meeting was adjourned at 4:14 p.m. by common consensus.

### **NEXT MEETING(S)**

The next College Senate meeting will be **Tuesday, October 4**, at **2:30 p.m.** in PH 300.

The next College Senate Advisory Council meeting will be Friday, September 23, at 10:00 a.m. in PH 391.

Respectfully submitted,

Krista Hartman  
Recording Secretary and Senator