

MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, September 5, 2006, PH 300

Present: D. Ayers-Darling, S. Bice, T. Capraro, E. Dailey, D. DiGiorgio, C. Domser, R. Doolen, A. Doughtie, T. Fournier, A. Glidden, T. Haroon, K. Hartman, B. Judycki, D. Katz, D. Larson, D. McDermott, J. Maio, A. Marchio, M. Pearson, W. Perrotti, B. Quist, N. Rutishauser, S. Selden, S. Senior, M. Sewall, G. Slade, R. Spetka, R. Thomas, D. Willner, and J. Zegarelli.

Student Senators: L. Daniels and P. Malinowski.

Excused: D. Boyce, A. Broski, R. Feola, and M. Schafer.

Absent: G. Donato.

Guests: J. Andrek, M. Czarnecki, F. Elias, P. Fox, S. Frisbee, L. Igoe, R. Jubenville, P. Katchmar, C. Miller, M. Radlowski, N. Rosero, T. Schink, E. Searles, G. Sultenfuss, S. Zohne, and G. Zook.

CALL TO ORDER

The meeting was called to order at 2:34 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

D. Larson moved, and P. Malinowski seconded, to approve the minutes of the May 23, 2006, meeting. The motion carried by common consensus.

CHAIRPERSON'S REPORT

Chairperson W. Perrotti:

- Attended the Board of Trustees meeting, the Executive Committee meeting, and the Senate Advisory Committee meeting;
- Announced that chairs had been arranged in PH 300 so that all Senators could sit as a group, which facilitates discussion and voting;
- Announced that some Senate Committee vacancies still exist due to expired terms, resignations, and lack of volunteers to run for election, which need to be filled by appointment by various individuals (Senate Chair, D. Larson, M. Schafer, etc.). These will be filled as appointments are made.
- Attended the initial meeting of the Presidential Search Committee with representatives of Isaacson, Miller. One membership change has occurred: David Mathis now serves in place of Sheila Vandever. W. Perrotti gave his impression of the first session and emphasized the strict confidentiality of the meetings. Isaacson, Miller will solicit candidates from within their own network as well as soliciting applications externally; both methods will be handled identically. They plan to develop a profile of what is wanted in a new president based on input from "scoping sessions", which are scheduled for Tuesday, September 19, and Wednesday, September 20. W. Perrotti emphasized the importance of the college community's participation in these sessions.
- Dealt with multiple reactions to the cover for the 2006-2007 College Catalog. W. Perrotti raised the issue at the last Executive Committee meeting and conveyed the concerns he had heard. W. Perrotti also met with a number of faculty and staff regarding the issue as well as with the Director of Marketing. W. Perrotti arranged a meeting between the Director of Marketing and a small group of concerned faculty and

staff to discuss the catalog and possible approaches. He continues to receive reactions to the cover and reactions to the reactions of various individuals. The Senate Advisory Committee has placed this topic on the agenda for discussion today.

- Heard from several individuals expressions of concern over changes in course descriptions/course numbers appearing in the College Catalog without department or College-Wide Curriculum Committee involvement. This topic has also been placed on today's agenda.
- Introduced the new Senators.

R. Thomas moved, and D. Larson seconded, to accept the Chairperson's report. The motion carried by common consensus.

REPORT BY PRESIDENT SCHAFFER OR DESIGNEE

No report.

REPORT BY STUDENT CONGRESS

Student Congress President L. Daniels announced some upcoming student training sessions and elections.

COMMITTEE REPORTS

Continuing Appointments Task Force: C. Miller presented the Task Force's recommendations as to how much weight should be given to each evaluative category/tool. The Task Force feels that primary importance should be given to either Teaching Effectiveness or Professional Effectiveness; secondary importance should be given to the individual's planning report; and tertiary importance should be given to other areas of evaluation, such as Professional Growth, Collegiality, and Public/Community Service. The Task Force also recommends that supervisors address the same set of criteria as the Continuing and Career Appointment Committees in making their recommendations for appointment. In addition, a line should be added to the annual evaluation document informing college employees that their evaluation reports will be used as basis for recommendation to continuing and career appointments in the fifth year of employment; therefore, particular attention should be given to the fourth year evaluation report. D. Willner asked why Professional Growth wasn't more than of tertiary importance. C. Domser moved, and T. Haroon seconded, to accept the Task Force's recommendations. The motion carried, with none opposed and no abstentions. Chairperson Perrotti will forward these recommendations to M. Schafer.

Promotions Review Task Force: C. Domser reported that the timeline, which was remanded back to the Task Force at the last Senate meeting, is still being worked out. The main problem with the timeline is that the Board does not meet in March. C. Domser also mentioned that there are currently three sub-committees of this Task Force, which they are currently trying to combine into one.

Committee Reports: Chairperson Perrotti will be putting out a call to all Senate Committee chairs for their semi-annual reports (January to May).

OLD BUSINESS

Distinguished Faculty Rank: B. Quist reported that the Committee recommends that two committees be formed, one for Distinguished Service, and one for Distinguished Teaching.

R. Jubenville said he would check with SUNY to see if we can have two committees or if there has to be only one.

CCED and Its Relationship to Academic Departments: Question was raised as to whether CCED is and should be hiring instructors or if that should be done by the appropriate academic departments. F. Elias responded that, in the case of courses generated from an MVCC academic department, instructors are chosen from within that department. In the case of courses not connected to an MVCC academic department, instructors almost always are chosen from within MVCC. Question was also raised as to whether the “small c” certificate should be called by another name to avoid confusion with the MVCC credit certificate (“big C”). D. Larson suggested calling it a CEU (Continuing Education Unit), which is already being used by the college and for which guidelines are already in place. R. Perrotti asked that suggestions for renaming the “small c” certificate be sent to F. Elias. D. Katz commented that MVCC courses should not be competing with CCED courses; ie, that CCED should not be offering courses so similar to MVCC credit courses. G. Slade responded that when people inquire about CCED courses, the staff tries to refer people to the credit courses.

Dual Credit: On hold. However, now that there is a person in charge of this, Chairperson Perrotti will ask for a presentation to the Senate.

NEW BUSINESS

Bylaws Revision: Chairperson Perrotti presented a proposed revision to the College Senate Bylaws, adding the college representative to the Faculty Council of Community Colleges to The list of ongoing Senate members, to read:

3.1.3. Additional members. The holders of the following positions or their designees shall be members of the Senate:

The Registrar

The Vice President for Instruction

The Vice President for Administrative Services

The Vice President for Student Services

The Director of Facilities and Operations

A direct report to the President

College representative to the Faculty Council of
Community Colleges

M. Sewall asked if FCCC representatives at other SUNY colleges are also Senators. R. Jubenville responded that about 50% of them are. D. Katz moved, and D. Larson seconded, to accept the Bylaw revision. The motion carried, with none opposed and no abstentions. Chairperson Perrotti will forward this to M. Schafer for Board approval.

College Catalog cover: B. Quist expressed concern on behalf of a number of faculty and staff over the inappropriate nature of the cover photograph on the College Catalog, and asked how this cover was selected. Many people feel that the photograph is sexist and demeaning to women, demeaning to education, and demeaning to MVCC. J. Andrek responded that, rather than use a photo by S. Zohne, the college photographer, the picture was purchased from Getty Images. That particular picture was chosen because J. Andrek felt it represented the age group of the majority of students. S. Zohne did not have any pictures that were exactly what J. Andrek wanted, and there were not many students

around during the summer to take pictures of. J. Andrek added that the process of compiling the College Catalog was different this year as well as late because it was started by R. Lacell, who retired, but picked up by her after she became acquainted with her position. G. Zook added that many women on campus look like the woman on the College Catalog cover, and stated that the focus of marketing the College Catalog is not the faculty/staff, who are already here, but potential students. R. Spetka mentioned that in past years the Affirmative Action Committee has reviewed pictures included in the College Catalog. W. Perrotti said that presently the Institutional Marketing Integration Team (IMIT) provides input to the Director of Marketing. Members of this team currently are D. Larson, D. Kennelty, D. DiGiorgio, D. Flihan, F. Elias, G. Zook, J. Andrek, K. Lynip, P. Graziadei, and R. Cantor. W. Perrotti proposed its name be changed to Marketing Advisory Committee and that three to four faculty, three to four students, two professional staff, and two to three administrators be added to make input more representative of the campus as a whole. J. Andrek added her support to this proposal. However, the Senate did not act on this proposal. J. Andrek asked that, in future, comments concerning actions that she takes be made directly to her rather than in emails and behind her back. B. Quist added that the sexism on campus cannot go unregarded or undiscussed.

“Green” campus: N. Rutishauser requested that there be more recycling bins on campus and urged recycling soda bottles and cans, which is not currently done. It was thought that perhaps the faculty/staff and students together could do something. Chairperson Perrotti asked N. Rutishauser to spearhead a Task Force, including student members, to work on this issue. W. Perrotti said he would bring this issue to Student Congress.

OTHER BUSINESS

College Catalog Errors: Concern was raised about the number of errors in the current College Catalog, including courses left out and course number changes. Many changes were also made in the wording of course descriptions without academic departments being notified. Course descriptions are required to be included in the syllabi, but if instructors are not notified of changes, then the Catalog course descriptions and what the instructors have do not match. Descriptions are also inconsistent between the print College Catalog and the online one. Normally course description changes are generated by the academic departments, who send them to the College-Wide Curriculum Committee, who sends them to the Vice President for Instruction. D. Larson, as the person ultimately responsible for the College Catalog, admitted that he had modified the content of the course descriptions to correct grammar and eliminate unnecessary or repetitive wording. T. Schink commented that slight editorial changes can mean big changes in the meaning of a course description, so changes should be made at a departmental level. In addition, bypassing the Senate’s College-Wide Curriculum Committee implies that the CWCC has no value. J. Andrek pointed out that some changes may have been due to the mixed up, hurried nature of how the catalog was put together this year. W. Perrotti suggested that a rubric be developed for how course descriptions should be worded. N. Rosero suggested that comments about the College Catalog and changes to it should be addressed to the College-Wide Curriculum Committee. D. Larson agreed to send an email to all department heads asking them to review their course descriptions in light of the impending Middle States visit.

Unfilled Senate Committee positions: Chairperson Perrotti requested permission to appoint persons to fill currently unfilled Senate Committee seats which are normally filled by

election. M. Sewall moved, and R. Thomas seconded, to grant permission. The motion carried with none opposed and no abstentions.

ADJOURNMENT

M. Sewall moved, and D. Katz seconded, to adjourn. The meeting adjourned by common consensus at 4:42 p.m.

NEXT MEETING(S)

The next College Senate meeting will be Tuesday, **October 3**, 2006, at **2:30 p.m.** in PH300.

The next Senate Advisory Committee meeting will be Monday, September 18, 2006, at 3:00 p.m.

Respectfully submitted,

K. Hartman
Senator and Recording Secretary