

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

**COLLEGE SENATE MEETING MINUTES**  
Tuesday, February 5, 2013, IT 225

College Senate web page: <http://www.mvcc.edu/senate/senate-home>

**Present:** J. Baumann, J. Brown, K. Capuana, L. Charbonneau, N. Chrisman, S. Cummings, S. Dar, J. Dewan, D. Elseth, S. Frisbee, E. Hantsch, K. Hartman, J. Hicks, D. Hyldelund, D. Ianno, P. Katchmar, D. Kelly, R. Labuz, D. McDermott, M. McHarris, G. Melendez, J. Mihevc, B. Molinaro, S. Myalik, W. Perrotti, M. Radlowski, G. Searles, J. Smrtic, M. Sorrentino, R. Spetka, J. Wilcox, and President R. VanWagoner.

**Student Senators:** C. Pulquerio and D. Sonne.

**Absent/Excused:** L. Flynt, A. Light, J. Livadas, R. Pucine, J. Yager, and W. Zogby.

**Guests:** S. Akhavi, F. Armstrong, J. Bullis, C. DeJohn, A. Doughtie, M. Eannace, S. Engel, R. Feola, H. Kesterson, J. Myers, S. Reynolds, T. Schwaner, and M. Snyder.

**CALL TO ORDER**

The meeting was called to order at 2:30 p.m.

**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**

K. Capuana moved, and E. Hantsch seconded, to approve the minutes of the December 4, 2012, meeting. The motion carried with none opposed and no abstentions.

**CHAIRPERSON'S REPORT**

D. Kelly announced that seven people have agreed to serve on the Ad hoc Social Justice Committee: Erin Severs, Melissa Barlett, Todd Kubica, Joyce Palmer, Gerald Villarreal, Michelle Adler, and Jerylann George. He will be working up a charge for them soon.

**STUDENT CONGRESS REPORT**

C. Pulquerio, the new Student Congress President, is working on filling student positions on Senate committees. He invited the committee chairs to speak to Student Congress about the importance of serving on their respective committees. He introduced Devin Sonne, Student Congress Program Board Director, as his designee to the Senate for the semester.

**PRESIDENT'S REPORT**

President VanWagoner presented the Pride of the Hawk Award to Carolyn DeJohn and announced the Heart of the Hawk Award recipient as Melissa Barlett. He encouraged everyone to sign up for the Core Workshop on Student Success. He reported that work is being done on the 2014-15 academic calendar.

**VICE PRESIDENT'S REPORT**

M. Eannace welcomed Heather Kesterson as the new assistant dean of the Center for Science, Technology, Engineering, and Mathematics (STEM). She announced that enrollment is only down .87%, which is better than predicted last fall; dual credit registrations still need to be factored in. Electronic attendance verification is now up and running, replacing the green and blue rosters. In addition, the financial aid cards that students in the past have needed instructors to sign have been discontinued. Classrooms AB 126, 204,

and 243 in Utica and one in PC on the Rome campus have been refurbished this year, with four more scheduled in the budget for next year. All classrooms now have green recycling bins that take paper, plastic, metal, and glass. This year's literature/art history study abroad will be in Paris and Amsterdam. Phi Theta Kappa will be inducting its biggest class of inductees to date this Wednesday, February 6, at 3:00 in the IT theater.

## **OLD BUSINESS**

Ad hoc Committee on Open Labs: P. Katchmar announced that games are now blocked on the computers in the open labs. The language of the computer policy has been strengthened, emphasizing academic use only. The entire policy now pops up for students to click their agreement to. It is now written policy that students can only log on to one computer at a time. The committee is still working on a new name for the lab. Students now have a print quota of 500 pages (one side of a piece of paper) per semester. Students who use up their quota may request more at no cost. Enforcement and monitoring of this policy is currently self-policed, but other options are being looked into. J. Dewan asked if students received an advance notice of this quota. P. Katchmar replied that they did not. A message pops up when they are down to 100 copies. Most students are well under the limit. It was noted that some nursing students are printing out lengthy PowerPoints, and may use up their quota very quickly. Alternatives to this problem were suggested, including giving nursing students a higher quota and producing the copies in the print shop. D. Kelly thanked the committee members for their work.

Ad hoc Committee on Emeritus/a Status: D. Kelly thanked the committee members for their work. The committee met with President VanWagoner last Wednesday, January 30<sup>th</sup>, and proposed two titles for full time retirees: Emeritus/Emerita (for Associate Professor to full Professor and Level III and IV staff and administrators) and Distinguished Retiree (for everyone else). D. Kelly stated that work is still being done on identifying specific populations who qualify for Distinguished Retiree. N. Chrisman added that some of the privileges accompanying these statuses were updated to include, among other things, free use of college recreational facilities, an invitation to all retiree events, and a complimentary box of business cards. W. Perrotti passed out slips of paper on which was the policy for Emeritus/a status for Board of Trustees members. He felt that they are held to a different standard than the employees in this regard, as emeritus/a status is automatic for them upon retirement from the Board. G. Searles pointed out that, since Board members are volunteers who do not get paid, that may be why they are not required to go through a process to attain this status. J. Bullis pointed out that the operative word in the Board policy is "may." S. Frisbee moved to endorse these two statuses; R. Labuz seconded. The motion carried, with 1 opposed and 2 abstentions. J. Smrtic pointed out a correction under Criteria—"contiguous" should be "continuous".

## **FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT**

R. Labuz reported that the FCCC is lobbying about three things. First, there is no increase in the FTE budget. Second, the governance budget, which has not passed yet, includes a proposal calling for FTE funding dependent on program partnerships with local businesses; i.e., all AAS, AOS and Certificate programs must meet workforce needs. There is also a proposal that, in order to be a member of a program's advisory committee, which all AAS, AOS and Certificate programs must have, you must hire that college's graduates. This would make it difficult to find members for these mandated committees. Third, there is a proposal for an "Open SUNY" for online students, so that any SUNY student can take any SUNY online course. J. Bullis commented that MVCC has the highest percentage of AAS, AOS and Certificate programs of all the community colleges in the state.

## **NEW BUSINESS**

Traffic Committee report: There were no comments on this report.

College catalog: Matt Snyder reviewed the history of the college catalog and how it got to its present form. He also explained the process by which the catalog is put together and the necessary timeline. He explained that the 2011-2013 catalog did not include the faculty/staff directory information because the directory was so inaccurate. The college catalogs that came out in December 2012 were reprints of the 2011-2013 catalog, which is why they did not contain the directory information. The next two-year catalog, which will come out in May 2013, will contain that information. The new edition of the directory will be published in March, and everyone will be encouraged to check the parts relevant to them for accuracy. The updated directory will then be published in May. G. Searles pointed out that not everyone's photograph is present in the directory, and felt that they should be. Matt replied that a photo is optional, as some people do not wish to have their photo published. Anyone who does want their photo taken for the directory should contact Sharon Zohne. R. Spetka stated that some programs aren't in the catalog. S. Frisbee stated that the January deadline for submissions to the catalog excludes programs and courses that are approved by the College-Wide Curriculum Committee after that date. Matt stated that the marketing department has committed to an online publication of the catalog in May and November. The department is currently considering a reorganization of the catalog to reflect what students want to see or know. He also stated that many colleges are moving toward catalogs like the one at Clinton Community College (see: <http://www.clinton.edu/CollegeCatalog/>).

Assessment of Senate outcomes: Norayne Rosero examined Appendix 4 of the College Senate Bylaws, containing the Senate's mission, vision, goals, and objectives, to determine if our assessment measures have been met. She found two places where the Senate is not assessing an objective. First, Goal 1, Objective 4, which states that Senators will report to their constituencies about the happenings at the Senate within two weeks of the meeting, has not been measured. D. Kelly suggested creating a synopsis of the meeting to send to all users, after approval by the Senators, until the official minutes appear on the Senate web site the following month. Second, Goal 2, Objective 1, which states that all Senate committee chairs will submit a report to the Senate, is not being accomplished. D. Kelly stated that the Senate chair needs to actively pursue committee chairs for those reports.

#### **ADJOURNMENT**

D. Hyldelund moved, and D. Elseth seconded, to adjourn. The meeting was adjourned at 4:28 p.m. by common consensus.

#### **NEXT MEETINGS**

The next College Senate meeting will be **Tuesday, March 4, 2013, at 2:30 p.m. in IT 225.**

The next Senate Advisory Committee meeting will be Monday, February 25, 2013, at 3:00 p.m. in PH 304.

Respectfully submitted,

Krista Hartman  
Senate Recording Secretary