MOHAWK VALLEY COMMUNITY COLLEGE
Utica and Rome, New York

COLLEGE SENATE MEETING MINUTES
Tuesday, May 3, 2016, IT 225

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

Present: S. Akhavi, J. Baumann, C. Bolton, K. Capone, K. Capuana, L. Charbonneau, A. Doughtie, S. Frisbee, A. Haines-Stephan, M. Henningsen, P. Katchmar, D. Kelly, R. Labuz, R. Manley, D. McDermott, M. McHarris, C. Miller, R. Mink, B. Molinaro, S. Myalik, A. Radlowski, M. Radlowski, J. Roberts, R. Santos, N. Snyder, R. Spetka, M. Sykes, M. Treis, R. VanWagoner, G. Warchol, J. Wilcox, J. Woodrow.
Student Senators: K. Hilts, J. Lowman, and E. Luther
Absent/Excused: J. Brown, J. Coleman, S. Dar, D. Elseth, K. Hartman, J. Livadas, J. Rahn.
Guests: M. Eannace, D. Katz, J. Maio, S. Reynolds, M. Snyder, and T. Squires.

CALL TO ORDER
The meeting was called to order at 2:32 p.m.

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING
M. Henningsen moved, and R. Santos seconded, to approve the minutes of the April 5th, 2016, meeting (with a few changes). The motion carried, with none opposed and 2 abstentions.

SPRING 2016 HEART OF THE HAWK & PRIDE OF THE HAWK AWARDS
The Heart of the Hawk Award was given to Scot Connor for quickly volunteering his time, creativity, and passion by collaborating with STEAM to create a video (available on YouTube: https://youtu.be/p1YfA7vd1oc)

The Pride of the Hawk award was given to Erica Carrock for her creative problem solving, positive attitude, and spirit of service as she organizes the logistics of over a hundred events on both campuses and in the community.

CHAIRPERSON'S REPORT
D. Kelly reminded the Senate that the second May meeting would take place on Monday, May 16th at 2:30pm in IT225. He stressed the importance of this meeting since it will be the first for new Senate members, as well as the organizational meeting for next year. Senate members interested in serving as chair or vice-chair, as well as those interested in serving on Senate Advisory Committee, should contact Justin Rahn as soon as possible.

The Senate elections, which are open to all College employees, are being held until May 11th, and Senators were reminded to vote, as well as to urge their colleagues to vote.

Last year the bylaws were examined for Senate committees. However, due to the impending realignment, many charters of Senate committees will need to be examined regarding membership. How will the current representation from 5 centers look when the unit is organized into 10 "departments" instead? On the positive side, D. Kelly had previously asked committees to examine their membership and send comments, and we could use this opportunity to examine Senate committee charters in the light of changes in the academic unit.

Because the elections are already in progress, the assumption is that committees will use the current membership structure for 2016-17, and D. Kelly proposed that a Senate Nominating Committee be established to examine the necessary changes. He suggested that the new chair and vice-chair of Senate be members, as well as himself and 2-3 other individuals. There was a general consensus of the Senate that this committee be formed. Those interested in serving should let D. Kelly and J. Rahn know as soon as possible, and the committee will be created at the May 16th meeting.

The Board of Trustees approved the Academic Freedom Statement at its April 18th meeting, and the statement will be prominently displayed on the College Senate webpage.

D. Kelly then asked J. Baumann, who was selected to be our nominee for the Community College Regional Council, to update the Senate on the first meeting. J. Baumann reported that the Regional Councils were created based on regional economic development councils set up by the governor. In addition to MVCC, our Council includes Herkimer College and Fulton-Montgomery Community College. Council membership consists of the president (or designee), a faculty member (J. Baumann), a trustee (B. Kelly), and a student (A. Kalashnik) from each college. The Council will meet twice a year (once in the spring and once in the fall) and is charged with setting program development, enrollment, and transfer goals on a regional basis; coordinating regional training programs; setting goals to improve student outcomes; and meeting the needs of the local community. At the introductory meeting, some positives of the Councils were highlighted such as funding from the regional economic councils to improve programs, and that area business people would be invited to councils to help determine more relevant vocational programs and to develop internship and service learning opportunities. However, there is a concern that the Councils appear to be an attempt to streamline offerings. For example (hypothetically), because MVCC has a nursing program, there could be no such program at Fulton-Montgomery or Herkimer. This could influence our open-access mission. An additional concern is that there could be too big of a push from area industries to decide what programs colleges should offer, and even what courses might be in those programs. As per FCCC, faculty should own curriculum, so the faculty representation on these regional councils is necessary to ensure that any changes occur with faculty input. J. Baumann invited those with questions or concerns to get in touch with her, and she stated that she would report on the first official Regional Council meeting (to be held May 18th at Fulton-Montgomery) at the first Senate meeting in the fall.

D. Kelly concluded his report by welcoming S. Kenyon, who will be replacing K. Capuana. K. Capuana volunteered to serve on Senate last year to fill a vacancy, and D. Kelly thanked her for all her hard work on the Senate.

STUDENT CONGRESS REPORT
E. Luther reported on the new Student Congress Executive Board officers. Anastasiia Kalishniak is the new president; Kelsey Hilts is the student trustee; and Denis Kulev is the new treasurer.

D. Kelly thanked E. Luther for his incredible work and for being so engaged with the College Senate. E. Luther's work has made a real difference in both Senate and Student Congress concerns and his hard work is greatly appreciated.

J. Lowman then reported that Student Congress passed a Resolution on Micro-Credentials to give to Faculty Caucus. The goal of this resolution is not to remove faculty control of the classroom, but rather to make education more accessible to everybody. The Resolution resolved that micro-credentials be a primary method for education at MVCC; student participation is mandatory and essential in discussing micro-credentials at MVCC; and that the resolution be sent to the Faculty Caucus.

J. Roberts cautioned that we need to make sure that micro-credentials are educationally sound. J. Lowman responded by saying the Resolution is to ensure that communication about micro-credentials continues, so that the conversation doesn't stop once he graduates. This is an issue that students are interested in, and so discussions about it should continue.

PRESIDENT'S REPORT
Commenting on the previous conversation, R. VanWagoner mentioned that when J. Lowman received the Chancellor's Award last month, he handed his work on micro-credentials to the Chancellor.

Middle States Vice President Christy Faison was on campus today. She was impressed by the turn-out of nearly 100 people in ACC116, and stated that in ten years at 83 schools, she had never before seen such a large attendance at such a meeting.

R. VanWagoner then reported on the budget. Though SUNY guidelines recommend using 5-15% Fund Balance, the original budget parameters from the Board were to develop the budget using 0 Fund Balance. Last year there were several difficult cuts made in order to meet the budget. This year we have more substantive enrollment initiatives than we've had in the last nine years with regard to returning adults, veterans, international students, New York City outreach, the prison program, noncredit courses, and FTE through CCED, to name a few. The Cabinet's budget had close to a $2.3 million revenue gap, and an additional $1.3 million in contractual obligations and critical expenses. The $3.6 million total budget gap was brought down to about $1.5-1.6 million with a tuition increase of around $100-150. After this discussion, the Board was willing to use $1.5 million from the Fund Balance (which drops us to below 10%). With the enrollment initiatives, ATD, and PGP, the Board is confident that we can move forward with this budget. This will enable us to fill a few vacancies. Five vacancies were eliminated and 17 others are being filled. At the moment, the timeline for retirement incentives is unknown, and the academic redesign is incomplete regarding particular roles, so estimates for savings are being used. The Board will vote on the budget at their May 16th meeting.

Lastly, part of the budget includes a new SUNY-mandated position for a Chief Diversity Officer. The intent is to share the position with Herkimer College. It will be a mid-year hire and Herkimer will come on next year for their portion of the hire. All 64 colleges will be required to submit a comprehensive and inclusive institutional-wide plan for diversity and inclusiveness. This plan was originally due September 1st but in order to have more time to engage the colleges, the presidents were able to have the due-date moved to November 1st. The cabinet will discuss a plan, and we should look to hear about it in September or October.

R. VanWagoner is unable to attend the May 16th meeting, so he thanked the Senate for their work this year.

VICE PRESIDENT'S REPORT
T. Squires thanked the members of Student Congress for their active participation in the Auxiliary Board. This was the best year regarding student engagement, and it was great to have the student perspective there, especially regarding the changes going on in the bookstore.

T. Squires reported on numerous projects expected to take place over the summer and into the next year, including the following:

- NEW COPIERS & PRINTERS
  Around a year ago we obtained four new copiers (2 in Payne Hall; 2 in the Academic Building). The lease for the rest of the copiers expires in the next month or two, and we expect to have new copiers

in place in early June. We are making an attempt to bring about a convergence of printers and copiers to control costs without removing access to resources or hindering convenience. By and large printers and copiers should remain in the same places, but some desktop printers may be removed. Desktop and color printers that are regularly needed for specific tasks in certain offices (for example, printing checks) will remain in place. Additionally, because it is less expensive to print to copiers than printers, some new functionalities will be put into place, including allowing employees to print to the copier from either on or off campus via the internet. The copier or printer will not print remotely until you scan into the device with your card. We should expect at least 29 copiers, at least 2 of which will be color copiers, in early June. All will have color-scanning functions, and those that print in color will be placed where the need is greatest.

A concern from a few Senators was expressed that nobody "owns" the copiers, so that when things go wrong it's unclear if the issues are being addressed. For example, if the copier is jammed there is often no note indicating that Print Shop has been called, so nobody knows if it's malfunctioning or if it's being worked on. Moreover, some printers are printing remotely immediately, instead of needing to be released in person. T. Squires made a note to think about the communication process to make it easy to know when issues are in process and that they've been communicated to the proper people.

- PAYNE HALL PODIUM WORK
  This summer the old concrete will be cut out and new concrete poured. The stairs will be replaced, as well as the back and sides of the podium. Work should start shortly after graduation. To balance cost with disruption, expect work on the podium to begin after 3:30pm in the afternoons like last year.

- ROME CONSTRUCTION & WAYFINDING
  We are on target to occupy the North Addition in July (the library/learning commons will be temporary offices for now) and the South Addition in early August (labs/classes/culinary). Plumley should be done in December. Everybody has had an opportunity to see the Master Plan regarding wayfinding, and it is being incorporated into the construction. This includes an LED gateway sign on the corner of the Rome campus.

- ADDITIONAL CONSTRUCTION IN UTICA
  Work will be done over the summer on the Learning Commons in IT, with a completion target of around the beginning of the Fall semester. This will displace computer labs (the open lab and adjacent spaces), so there will be computer labs in AB and a few on the second floor of IT. The Wayfinding Project will also commence this summer and continue throughout the fall, including the gateway and exteriors of buildings. The priority for interior signage will be in Payne Hall and the Academic Building, since the signs in IT and Jorgenson are newer. Additionally, bookstore renovations will continue (late June-late July or so). We are looking to see if ACC116 is available for a temporary location so that students are able to get the materials they need for the fall semester.

- FUTURE PROJECTS
  Next summer we will renovate the ACC Commons and will look into redoing the floor, ceiling and window treatments, furniture, and so on.

J. Baumann expressed a concern that in the evenings in AB, there is a loud high-pitched whine that starts around 5:30 and continues for about 20 minutes. T. Squires will investigate.

FACULTY COUNCIL OF COMMUNITY COLLEGES REPORT

R. Labuz reported on the FCCC Plenary, which was held April 7–9. The conversation at the Plenary revolved around the budget. While the State gave K–12 schools a $585/student increment, community colleges only received a $100/FTE increment while state-ops received no increment and lost the ability to increase tuition. In 2009, the State gave community colleges $460 million, and now in 2016 they're giving $452 million. MVCC will net out the second worst of all community colleges in the state in terms of our funding decrease. The Chancellor is disappointed by the State's decisions, and commented that our strategies for encouraging the Legislature to give us more funding are not working. We have been focusing on the positive aspects of a community college education, and the Chancellor thinks we need a new strategy that shows the Legislature how real people are harmed by what they are doing.

President VanWagoner commented that our Board of Trustees is very aware that there is a structural dysfunction within SUNY, in that SUNY can decide how to increase tuition at the 4-year colleges, but community colleges have local boards that can raise their school's tuition. As a result, the tuition at community colleges keeps increasing as the state strangles us with state aid, and if this trend continues, it won't be too long until community colleges are as expensive as the 4-year schools.

The completion agenda was also discussed at the Plenary, and the Chancellor believes that no colleges should be having enrollment issues since 53% of New Yorkers do not have a college degree. The Chancellor is creating some plans to investigate non-academic reasons why students are not succeeding. We are doing something similar with our completion coaches, and may serve as a model for what's to come in SUNY.

Also at the Plenary, Johanna Duncan-Poitier reported that 22 colleges are, or are considering, offering Quantway or Statway, with no cost to the campuses. Ten colleges (including MVCC) are currently offering or are about to offer one of these courses, and twelve are considering it.

The Community College Councils were also discussed, and the Lieutenant-Governor seemed very interested in and committed to community college issues. These Councils could be a way to make our case to the Lieutenant-Governor in the future.

Following R. Labuz's report, some concerns were expressed and a discussion ensued. In particular, is there a way to be more proactive regarding SUNY mandates (such as seamless transfer or completion), or is it a top-down approach? FCCC has tried to be proactive in the past, but it hasn't worked. We are not policy-makers, and while we have liaisons, ultimately the board makes policy, which is driven by the Chancellor. Additionally, it seems that one of the negatives of seamless transfer is that students are now being rejected from colleges, rather than being accepted as juniors. Students who would have previously been accepted as sophomores are now being rejected because some schools do not want to grant them junior status. It was suggested that we should fight for junior status after students have been accepted, and M. Henningsen stated that he will be working with the Transfer Mobility Committee to work on appeals for those students who are accepted as sophomores, but should be juniors.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

ACADEMIC REALIGNMENT (REDESIGN)

Vice-president Eannace presented on the current state of the upcoming "Realignment." The redesign has continued to evolve, and new ideas have been incorporated based on responses to the forums that were held.

The following time-line was presented:

- This week:
    - Discuss with the Senate
    - Meet with Collective Bargaining Partners
- Next week (by the end of Obligation):
    - Present to the Board of Trustees at the May 16th meeting
    - Communicate the final design to the college community via email
    - Invite members from the college community to apply for the new positions. There are 15-16 people who have expressed an interest in taking on a leadership role, but job descriptions had not been written yet.
- Afterwards:
    - Internal hiring followed by external advertising and hiring as quickly as is possible (nursing is currently being advertised)
    - Positions will need to be approved at the June and July Board of Trustee meetings, and there may need to be a second July meeting depending on the timing, so watch your emails if you're off campus to check in.

The purpose of the redesign is to take advantage of vacancies that have occurred in the administration in the academic arena in order to save faculty positions, as well as those who work directly with students. Additionally, in the current structure, we've built consistencies in how we do things, and now we want to finalize the consistency issue while bringing back some of the intimacy from the old department structure. In 2008 there were 12 departments with many inconsistencies. Then we were five centers. Now, in addition to an Academic Support Unit and PGP, the academic unit will be organized into two schools, each with a number of departments. The following tentative structure for the two schools was outlined. However, this is not its final form, and names for things have yet to be decided, as well as a final arrangement. This is only a draft and a final version will be sent to the College after it has been approved by the Board of Trustees.

School of STEM, Health Professions, & Public Services			
Suggested Departments			
Applied Technologies Geology Physics Engineering Science (3 TAC-ABET Accreditations)	Nursing Medical Assistant Health Information Technology Radiological Tech Respirtory Care Surgical Tech (5 Accreditations)	Biology Chemistry Math	Social Science Criminal Justice Public Services Psychology Human Services Chemical Dependency Fire/Police/EMT Paramedic

School of Humanities, Arts, Education, Business, & Athletics				
Suggested Departments				
English Humanities	Physical Education Athletics NJCAA Regulation Oversight	ESL Education ED Interpreting Foreign Languages History ED100	Art	Business CIS Computer Science Data Processing Cybersecurity

The departments are unbalanced in the number of program and faculty, but will balance out based on the initiatives led by people in those departments so that there's a balance in the workload. The groupings were formed by examining the number of students, faculty, and programs that will need to be overseen by the leader of the group. Departments range from 12-25 full-time faculty members. At the moment, we are anticipating the department heads to be administrative, 12 month employees without a teaching load. The intent is to fill these positions by people who have been faculty to the greatest extent possible.

The two schools will also have a joint technical assistant, and a third Academic Support Unit will house Dual Credit, Hospitality, the Associate Director of Academic Systems, the Director of Adjunct Development, Ed Tech, and the Libraries.

Some effects of this redesign include the following:
- Advising, the Registrar, and others will have a lot of work to do to update Banner, Degree Works, and other systems.
- Current coordinator contracts will not automatically roll over, but there will be coordinator roles under the new structure, and the budget has not been reduced for these positions. However, the responsibilities and how things are reported may change. These positions will be reinstituted as soon as possible in the fall and will roll out in the first year.

There was a lively Q&A and discussion after the presentation, in which some concerns were expressed, including the following:
- History is no longer with the humanities (as it had been in a previous draft). M. Eannace commented that there will be abilities to schedule cross-departmentally.
- The Airframe and Powerplant program isn't listed in the structure (currently overseen by Franca Armstrong).
- Hospitality wants more autonomy in their program, which is why they're in their own "box" under the Academic Support Unit. It was suggested that we then rename "Academic Support Unit" since that is not an appropriate descriptor for Hospitality. M. Eannace is very much open to suggestions for names of things.
- Will there be an effort to put people with content knowledge as heads of the departments? M. Eannace responded that there were making the best effort possible. They are going to try to have somebody with content knowledge leading the boxes, and are trying to hire internally as much as possible. They will be more specific with content background when hiring from outside.
- Why is ED100 listed as its own "content area"? M. Eannace replied that it's listed separately because it is a huge staffing responsibility for the person overseeing that department. It can be thought of as an additional responsibility for the leader of that group (similar to the accreditation responsibilities in some other departments).
- Will general studies be in one department only? M. Eannace stated that we can probably make that happen. The completion coaches will work hard to steer students as "filled-with-care" as possible into another program. If done right, the population in general studies will be reduced.

Please watch your emails for communication on the redesign. Emails will be sent as soon as the pieces are settled.

FACULTY CAUCUS REPORT
C. Miller reported that the Faculty Caucus discussed the charge from the Senate regarding micro-credentials. There was a robust conversation on the topic, and people expressed their hopes and their concerns about it.

The plan is to sit on it a little longer over the summer and, in the fall, put together a group of faculty, students, and representatives from financial aid, CCED, and other areas that will round out the group. There was a small conversation about faculty-driven groups like STEAM-Advisory and WISE to see if there were ways to get funding or if there were other such groups in existence. Lastly, the meetings will be moved to the third Tuesday of each month in the fall so that they don't overlap with Sharing Stories.

COMMENTS/QUESTIONS FROM SENATE MEMBERS
D. Kelly reminded the Senate that there will be a meeting on Monday, May 16th at 2:30. It is an important meeting, at which we will welcome new senators and determine the officers for next year.

ADJOURNMENT
A. Doughtie moved, and K. Capauna seconded, to adjourn the meeting. The meeting was adjourned at 4:23 p.m. by common consensus.

NEXT MEETINGS
The next meeting of the College Senate will be **Monday, May 16, 2016, at 2:30 p.m. in IT 225**.
The next meeting of the Senate Advisory Committee will be Monday, May 9, at 3:00 p.m. in PH 304.

Respectfully submitted,
Anna Radlowski