

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

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, October 2, 2018, IT 225**

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

**Present:** C. Albrecht, D. Ayers-Darling, J. Baumann, N. Bruzzese, E. Bush, L. Charbonneau, S. Dar, S. Frisbee, S. Fryman, D. Gibbons, A. Haines, A. Hazen, M. Henningsen, R. Huyck, P. Katchmar, M. Kelly, D. McDermott, M. McHarris, C. Miller, B. Molinaro, S. Myalik, A. Radlowski, J. Rahn, R. Santos, R. Sbiroli, B. Scantlebury, G. Searles, and R. VanWagoner

**Student Senators:** K. Kuprian, T. Rackmyer

**Absent/Excused:** C. Carhart, S. Cummings, D. Hyldelund, B. Jubenville, S. McGovern, R. Spetka, T. Thomas, and J. Wilcox

**CALL TO ORDER**

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

**REVIEW & APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS**

S. Frisbee (J. Baumann) motioned to approve the minutes from the September 24<sup>th</sup> meeting. The minutes were approved with some minor changes. (24, 0, 1)

**STUDENT CONGRESS REPORT**

K. Kuprian reported that Student Congress will contact committee chairs with names of students able to serve on the committees. Vice President elections will take place this Thursday, and nominations for the new treasurer are being accepted. T. Rackmyer, who will now serve as the representative for community colleges on the SUNY Student Assembly, was recognized as a model treasurer for the Student Congress. K. Kuprian also reported that the delegates of the student government recently approved a donation of \$9,000 to the United Way to provide 30,000 meals to those who are food insecure in the Utica area. Student Congress has changed its name to Student Government.

**PRESIDENT'S REPORT**

President VanWagoner shared that there are several ongoing initiatives for student success, as well as community and workforce development. To increase awareness of these initiatives, he will share an update on one initiative each month in his Senate report. This month President VanWagoner reported on PTECH, an academic program focused on creating a workforce development pipeline within a particular field. Rising ninth graders enter the program and achieve their high school diploma and an associate's degree in six years. We have partnered with BOCES and OCC for electrical engineering and remotely piloted systems, and are in conversations with New York City for an airframe and powerplant program. The programs are funded by the state and other grants, and is a low cost to the College.

## **VICE PRESIDENT'S REPORT**

Vice President S. Reynolds reminded Senators of their role as responsible reporters for Title IX, and shared some of the resources available to students, including YWCA advocates and counselors. S. Reynolds is now the sole Title IX coordinator and K. Evans–Dame will act as investigator. Vice President S. Reynolds also reminded the College that the BERT team meets each Thursday at 2:00pm.

Student Affairs will host Cia Verschelden on October 24<sup>th</sup>, who will speak about mental bandwidth recovery, and how to help students recover cognitive resources lost to poverty. Student Affairs has also been collaborating with Academic Affairs on a number of projects to help strengthen student success. Open House will be November 16<sup>th</sup> from 10:00am–1:00pm in Jorgensen.

## **FCCC REPORT**

J. Baumann shared that the FCCC Plenary will occur next week. Please reach out to her if you have any concerns you wish to have brought forward.

Recent conversations in FCCC have revolved around SUNY funding for OERs. Of the 16 SUNY colleges adopting OERs, MVCC ranks second in both the number of students working with OERs, as well as in the percentage of courses using OERs. J. Lynch and N. Chrisman can be contacted for more information. S. Frisbee commented that the library can also assist in identifying resources that can be used in courses.

## **FACULTY CAUCUS REPORT**

C. Miller reported that the Caucus continued the discussion of a 360 evaluation of direct supervisors. A. Smajic shared the drafts of the Texting and Poster procedures, and conversations on Guided Pathways continued.

## **GUIDED PATHWAYS REPORT**

S. Crocker reported that CWCC representatives are working within each department to help clarify the paths by using enrollment, transfer, and career data. Most of the new work in Guided Pathways is focused on creating a student-ready college, rather than expecting college-ready students. At the last two conferences, we developed three goals:

1. Plan and design an onboarding system that is aimed for students arriving in August
2. Establish one point of contact for incoming students
3. Develop better ways to communicate with students, especially during onboarding

The developmental education multiple measures workgroup will be meeting this week, an integrated advising workgroup is being formed, and an onboarding workgroup is also in development. The next Guided Pathways Open Forum will take place on October 17<sup>th</sup> from 3:00-4:00pm in ACC 116.

A. Fried reported that CWCC facilitators have met with all the Associate Deans to discuss their charge. Facilitators will work with faculty to provide a framework when considering where programs are currently, how we think they serve students, and how they actually serve students. Part of the review will include examining prerequisites and determining whether the program is being used for transfer or career readiness.

Deborah Moeckel, Assistant Provost for Assessment and Community College Education, recently visited and clarified several questions. A. Fried has also met with leaders in Student Affairs and Adult Learning Services, who gave feedback regarding the way students think about programs, which is not always the same way that faculty think about programs.

## **NEW BUSINESS**

### *DIVERSITY PLAN UPDATE & FEEDBACK ON DEFINITIONS*

J. Heintz reported that in 2015, a new SUNY policy required all campuses to have a diversity plan and to appoint a Chief Diversity Officer. As a result, the Diversity Council was created to develop the diversity plan, and much of their work has been informed by the results of the 2017 Core Workshop. In Spring 2018 a random sample of employees were interviewed regarding what MVCC could do to better respect the various forms of diversity at the College. The Council has worked to provide several definitions around diversity, equity, and inclusion, and is now soliciting feedback on these definitions.

There was some conversation regarding the word underserved, and broadening the definitions to include all members of the College community, not only students. Any further comments should be forwarded to J. Heintz.

### *WEBSITE UPDATE*

A. Smajic reported on the status of the new website, which is on track to have a draft completed in November. There are currently 275 content editors, which will be decreased to 50 editors with the change. The site should be more functional and user-friendly, and more adaptable to mobile devices. The Hawk Life app will remain the same. The College Catalog will be dynamic, and all previous catalogs will be archived. Course-search will remain the same.

### *POSTER POLICIES*

A. Smajic shared a draft of a Poster Procedure. The goal is to find a system to replace paper posters, such as kiosks or tv screens. Posters are generally ineffective due to oversaturation, and they are not always taken down in a timely manner. They can also become a safety hazard, especially when placed on doors.

Some concerns about the policy were expressed, including whether exceptions would be made for emergency situations (such as the recent boil water advisory), as well as the timeline that would be required for submitting fliers to Marketing for approval. Another concern is that while the Hawk Life app and texting can be used to advertise events or announcements, they may not reach as broad an audience as fliers. Others were concerned that the volume of work in designing and approving every poster would overwhelm the Marketing department.

### *COLLEGE TEXTING POLICIES*

A. Smajic reported that students open about 12% of their emails, and over 99% of their texts. As a result, the College has implemented Cadence by Mongoose as a means of communicating with students via text. Training in use of the software has begun.

A discussion about the proposed policies followed, and it was suggested that these guidelines could serve as good policy for any workplace communication. This system could also be used to inform students of class cancellations in the future. Due to FERPA regulations, personal information could not be sent as a group text.

### **COMMENTS/QUESTIONS FROM SENATE MEMBERS**

T. Squires advertised “Coffee With a Cop” from 9:00-10:30 on the Utica Campus in ACC, and D. Gibbons shared that the Health Center will be giving daily flu shots, available to faculty and staff on a limited basis. R. Huyck recognized S. Frisbee and J. Rahn for helping with the Crohn’s Walk.

### **ADJOURNMENT**

The meeting was adjourned by common consensus at 4:15pm.

### **NEXT MEETINGS**

The next meeting of the College Senate will be **Tuesday, November 6, 2018, at 2:30 p.m. in IT 225.**  
The next meeting of the Senate Advisory Committee will be Tuesday, October 30, 2018, at 2:30 p.m. in PH 304.

Respectfully submitted,  
Anna Radlowski