

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

**COLLEGE SENATE MEETING MINUTES**  
**Tuesday, May 7, 2019, IT 225**

**College Senate web page:** <https://www.mvcc.edu/governance/college-senate/>

**Present:** D. Ayers-Darling, J. Baumann, E. Bush, L. Charbonneau, S. Dar, S. Frisbee, D. Gibbons, A. Haines, R. Huyck, B. Jubenville, P. Katchmar, M. Kelly, D. McDermott, C. Miller, B. Molinaro, S. Myalik, A. Radlowski, R. Santos, R. Sbiroli, G. Searles, R. Spetka, T. Thomas, C. VanNamee, R. VanWagoner, and J. Wilcox

**Student Senators:** E. Ramos

**Absent/Excused:** C. Albrecht, N. Bruzzese, K. Carhart, S. Cummings, A. Hazen, D. Hyldelund, S. McGovern, M. McHarris, and J. Rahn

**CALL TO ORDER**

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

**REVIEW & APPROVAL OF THE PREVIOUS MEETING**

The minutes from the April 2<sup>nd</sup> meeting were approved (R. Spetka, B. Jubenville) (22,0,1)

**HEART & PRIDE OF THE HAWK AWARDS**

R. VanWagoner presented the Heart of the Hawk Award to Dr. Todd Marshall for his work to improve curriculum, willingness to collaborate, and his regional and national presentations. The Pride of the Hawk award was given to Tim Thomas in recognition of the partnerships and grants he has brought to the College, as well as his collaboration on a number of projects.

**PRESIDENT'S REPORT**

R. VanWagoner thanked all those involved in the budget process for their work in helping to minimize the negative impact as best as possible, and opened the floor to questions. S. Dar inquired about the future of the University Partners & Transfer Office. R. VanWagoner replied that there will still be 4-year colleges offering degrees on our campus, although Cortland has taken their program online. L. Kahler affirmed a commitment to keeping our current agreements in place.

The search for a Director of Human Resources continues, and there will be a second search for the Associate Director position. A new workgroup in SUNY concerning dual credit has been created, and R. VanWagoner is serving on another new workgroup concerning the financial stability of community colleges.

**CHAIR'S REPORT**

A. Haines reported that all elected positions have been filled, and he is still working to fill appointed positions, and there is still a need for a Senate secretary. A. Haines also reported

that Herkimer and Fulton Montgomery are in talks to share services, and we will know more in 6 months to a year.

### **STUDENT GOVERNMENT REPORT**

E. Ramos, Vice President of the Rome Campus, reported on the Student Government elections. K. Kuprian will serve as President, R. Williams as Vice President of the Utica Campus, E. Ramos as Vice President of the Rome Campus, and J. America as Trustee. They are still searching for a treasurer and will hold interviews early next semester.

### **VICE PRESIDENT'S REPORT**

S. Reynolds reported that the final summary from the ATD Coach was positive and indicated that the College has done good work. We are committed to remaining a member of the ATD network by continuing to send a team to the Dream Conference each year, holding an annual Data Summit, and continuing working towards student success. However, we will turn our primary focus to Guided Pathways in the next year. L. Kahler and S. Reynolds have begun to review recommendations from the Guided Pathways Steering Committee. Some recommendations have an impact on the budget or may require negotiations.

The Student Success Council, started under ATD, will be discontinued and its work reassigned to Guided Pathways teams. The Co-chairs will move items that need to be integrated into Guided Pathways and will complete the final report due to ATD by the end of May.

### **FCCC REPORT**

J. Baumann has no report.

### **FACULTY CAUCUS REPORT**

C. Miller reported a summary of items reviewed at the last meeting of the Caucus, including self-report due dates, the promotions process, ongoing concerns regarding the calendar, final exam days, and snow days. New items discussed included an update from J. Baumann on FCCC, an update on Guided Pathways, and continuing conversation about a forum to offer feedback to direct supervisors. The election for the next Chair of Caucus will take place at the end of the next Senate meeting. Terri Manning also met with members of Caucus, and C. Miller will bring the ideas discussed to future Caucus meetings.

### **GUIDED PATHWAYS REPORT**

A. Fried shared a year-end report on Guided Pathways. 23% of all faculty and 12% of all professional staff have attended Guided Pathways Conferences. Of those who attended, 48% were faculty, 20% professional staff, and 32% administration. 21% of all faculty and 25% of all professional staff have served on workgroups. Workgroup distribution is 33% faculty, 35% professional staff, and 32% administration.

S. Crocker shared updates from the Guided Pathways workgroups, including:

- *Meta-majors Workgroup*  
L. Kahler is currently reviewing a 6-school design. He will meet with the Board of Trustees this week and will send communications next week regarding the design and any structural changes that may result.
- *Multiple Measures Workgroup*  
Multiple Measures will be implemented over the summer to be ready for Fall 2019. Math and English classes that will have recitations will be piloted in Fall 2019 as well.
- *Integrated Advising Workgroup*  
The workgroup will meet later this week to review feedback and to send final recommendations.
- *Intake and Onboarding Workgroup*  
The workgroup met for the final time last week and will send their recommendations this week.
- *CF100 Workgroup*  
The workgroup recently sent in preliminary recommendations and will continue working throughout the Fall semester. Open Forums will be held in the Fall as well.
- *General Studies Workgroup*  
This workgroup will continue meeting through the Fall Semester.
- *Assessment of Prior Learning Workgroup*  
This workgroup will continue meeting through the Fall Semester.
- *Tech Audit Workgroup*  
Work is momentarily paused while waiting to hear other recommendations, and will resume their inventory in the Fall.

There were 3 open forums for students (2 in Utica, 1 in Rome) with significant student participation. Feedback from students will be brought to the workgroups in the Fall.

## **OLD BUSINESS**

### **SEXUAL/ROMANTIC RELATIONSHIP POLICY**

After some discussion on definitions and policy references, S. Frisbee moved to endorse the policy with the understanding that S. Reynolds will review the concerns with the lawyer (M. Kelly second). The motion passed (22, 1, 1).

## **NEW BUSINESS**

### **INFORMATION TECHNOLOGY POLICY AND PROCEDURES GUIDE – P. KATCHMAR**

P. Katchmar reviewed the Information Technology Procedures Guide and requested an endorsement from Senate prior to bringing to the Board of Trustees. The Guide includes information regarding who receives email/network accounts, accounts for retired employees, inactive student accounts, official software and browsers on computers, employee laptops and desktops, damaged and stolen equipment, and equipment updates.

P. Katchmar also provided an update on the fake phishing campaign discussed last month. There were 678 phishing emails sent, of which 96% were deleted. 1% of those who received the email “bit hard.” There will be another campaign in Fall 2019 and another in Spring 2020. There will also be a session at Summer Institute about Safe Computing.

#### POSTHUMOUS DEGREE POLICY

The current policy for granting a posthumous degree requires that the student must be registered in the term they’ve died. The proposed change is to require the student to have completed 75% of the degree in their program. S. Frisbee motioned to approve the policy change (D. Gibbons second). The motion passed (22,0,0). It was suggested that a second policy be written to waive outstanding fees and tuition for students who have passed. A. Haines and T. Squires will meet to discuss and bring to the Senate in the future.

#### TRANSFER CREDIT POLICY DRAFT

This will be discussed at a Senate meeting in the Fall.

#### COMMENTS/QUESTIONS FROM SENATE MEMBERS

Employee Enrichment Council is hosting an MVCC Family Picnic on May 17<sup>th</sup> from 3:30-6:30 – all are welcome!

#### ADJOURNMENT

The meeting was adjourned by common consensus at 3:47pm.

#### NEXT MEETINGS

The next meeting of the College Senate will be **Monday, May 13, 2019, at 2:30 p.m. in IT 225.**  
The next meeting of the Senate Advisory Committee will be Tuesday, August 27, 2019, at 2:30 p.m. in PH 304.

Respectfully submitted,  
Anna Radlowski