MVCC College Senate Meeting
Tuesday, March 7, 2023
2:30pm via Zoom

Attendance

Present: E. Bush, S. Crocker, N. Evanoff, M. Faitell, S. Frisbee, D. Head, R. Huyck, J. Ireland, M. Kelly, M. Kuczynski, S. McCall, M. Miknavich, A. Miller, C. Miller, A. Nolan, M. Parry, A. Radlowski, A. Roy Small, S. Selden, R. Spetka, C. VanNamee, R. VanWagoner, J. Wilcox, L. Williams, R. Wittenberg, J. Woodrow

Student Senators: A. Jackson, R. Khames

Absent/Excused: C. Albrecht, S. Cummings, R. Golden, A. Hazen, B. Horender, S. McGovern, M. McHarris, A. Sandstrom, F. Vellone, L. Warring

Call to Order

C. Miller called the meeting to order at 2:33 pm.

Review and Approval of the Minutes of the February 7, 2023 Meeting

The minutes were approved (20,0,1)

Chairperson's Report   C. Miller

C. Miller welcomed R. Khames as new President of Student Congress. Senators were also reminded that nominations for Senate elections are due by noon on Friday.

C. Miller gave an update on the FCCC Wellness Check, indicating that the Check will likely take place in mid- to late-April. In Breakout rooms, Senators discussed what the College is doing well and where it can improve with results stored in a Google Doc.

Student Congress Report   R. Khames

R. Khames shared that Fatima Alfarhood is the new treasurer of Student Congress, and the new Utica VP is Ra Ya. The MSA Club and the Photography Club will be visiting New York City soon. In response to a question, R. Khames mentioned that carpooling is generally only used for trips that are nearby, within an hour or two. For trips 4 hours or longer, buses (and sometimes the train) are used.

New Business

Proposed Senate EIT Committee   J. Maio

J. Maio shared information regarding the SUNY mandate on electronic information that resulted in the proposal for the Senate EIT Committee. A robust conversation followed, during which the following were discussed:

- The committee's name references electronic information technology in the classroom specifically, but the charge refers to digital content shared through the College. There was some discussion regarding the scope of the Committee, and whether it should have a wide scope incorporating classroom and digital content, or if there should be several committees, each with a finer-tuned focus. Hardware vs. digital content was also discussed.
- Committee membership might have one representative from each School, although that might make finding a common meeting time difficult. Other suggestions for membership included representation from the library, information technology, the Office of Accessibility Resources, students, marketing, and the Enrichment Council.
- The immediate nature of the Committee will be to produce constructs around the SUNY mandate, but the work will be ongoing in response to an ever-evolving set of standards.

2023/24 Budget Development Update & President's Report   R. VanWagoner

R. VanWagoner shared an update on the budget. Currently, the budget is assuming a 5% decrease in enrollment, a 6% increase in tuition, and a 3% increase in the funding commitment from the County. A funding floor from the State is anticipated, although 20% of the funding from the State for Community Colleges will be held back pending a plan from SUNY on how it will be distributed. This means there may be performance-based funding, for which the College is well situated. More will be known when the State budget is finalized in April.

About 82% of the budget is fixed by salaries, benefits, and other fixed costs. With a deficit of about $1.3 million remaining, stimulus money ending in June, and an inability to pull much from the fund balance, layoffs are likely, but will be the last "lever" the College pulls to balance the budget. Therefore, in an attempt to curb retrenchments and layoffs as much as possible, the College is investigating new revenue streams, seeking operational efficiencies, and eliminating some vacancies and redesigning others.

Additional information can be found in the attached President's Report.

Vice Presidents' Report   L. Kahler, S. Reynolds, T. Squires

In response to the attached report, the following questions, comments, and concerns were relayed:

- First Day Complete
    - Timeline: The first kickoff meeting will be this week to begin working on the logistical and technological issues and messaging. The hope is to have more information for implementation from the classroom side of things by the end of the semester, if not sooner.
    - Online vs. Print Textbooks: There was some concern about being able to ensure students will have access to the technology needed for online materials. Whichever format (eBook, print, etc.) that faculty adopt for their classes will be what is provided to students.
- Brightspace: There is appreciation for the regular updates from N. Chrisman. More information will be provided as it is known.
- Soft Phones: Those who have offices on both the Utica and Rome campuses should only set up one account. M. Parry will contact K. Dean and confirm.

- o Census entry: There was a complication with attendance entry in MyMV, but it should go more smoothly in the future.

FCCC Report   A. Miller

A. Miller shared that some topics that will be discussed at the March plenary include academic freedom issues in Florida, budgetary concerns, and the SUNY mandated vaccine for covid. In particular, A. Miller would like feedback about how members of MVCC feel regarding the vaccine mandate and its possible impact on enrollment. The Chancellor will also speak at the Plenary.

Faculty Caucus Report   S. Dar

S. Dar shared topics discussed at the February Caucus meeting, including the academic freedom challenges in Florida, a conversation about how courses achieve their DEI designation, the writing of bylaws for Faculty Caucus, and concerns regarding the timeline for D2L Brightspace.

Open Forum

There were no questions or comments.

Adjournment

The meeting was adjourned at 4:21pm. (Crocker, Ireland)

Next Meetings & Routing Sheet Information

The Next Regular Senate Meeting will be:
Tuesday, April 4th at 2:30 PM via Zoom

The next Senate Advisory Routing Sheet for applicable Agenda item proposals is **due: Tuesday, March 21st.**

The next Senate Advisory Meeting will be **Tuesday March 28th 3:30 PM via Teams**

Respectfully submitted,
Anna Radlowski

President's Report to College Senate
February 7, 2023
Mohawk Valley Community College

Status of the 2023-24 Budget

My Cabinet and I have spent an extraordinary amount of time on the budget for next year. As you may know, we've actually been working on it since last April when the Board of Trustees agreed to balance the 2022-23 budget deficit with one-time fund balance dollars bolstered by the Federal stimulus dollars to buy us time to get to work on next year's budget. We've been meeting most every other week since, with monthly meetings presenting our strategy and progress to the Audit and Finance committee of the Board of Trustees. I remain grateful and amazed that we have near perfect attendance of all Trustees at these monthly committee meetings – not just the committee members, the full Board attends and engages in the discussion about the budget.

Ten months ago, our original budget projections for 2023-24 presented a $9.5 million gap between estimated revenues and expenses on our $50 million annual budget. We modified some assumptions and fall enrollment was better than forecasted so the deficit was reduced to roughly $7.1 million by December when budget request materials went out to budget managers. Through the great work of everyone associated with developing the budget at the department and division levels, the working deficit was further reduced to a little more than $5.8 million.

All the difficult work that went into working on the budget since last spring was critical to proactively working the problem like a rubric's cube or a prism of sorts – twisting and turning the budget to examine it from every possible angle to find new ideas to pursue that would either increase revenue or reduce expenses. In Cabinet's work with the Board, considerations and actions have been identified to reduce the current working deficit to $1.3 million, but that $4.5 million of progress comes at a cost – nearly 40 vacancy reductions that will likely effect programs and services. Fortunately, those are vacant positions that will help minimize the actual number of retrenchments and layoffs that will also be necessary. We will continue to work on the remaining $1.3 million while we wait to see what the State budget looks like when it's likely to be passed on April. We will then have the month of April to work with the Board of Trustees and make final decisions by early May to present the proposed budget to the Board at their May meeting.

Strategic Choices Along the Way

Throughout the process, strategic choices have been made that provide important context to where we are with the budget. A clear priority was made to provide stability through the pandemic by choosing not to have any layoffs and maintain capacity to provide the best chance to grow enrollment where possible. Another priority was to provide reasonable pay increases and fill necessary vacancies to maintain competitive compensation and nurture a vibrant workplace. The alternative, that some other colleges have pursued, would be to freeze pay and overload those that remain to do the work under the banner of saving jobs, when in fact, that approach could easily backfire in the long run.

We've also made student success a priority despite our revenue engine being driven by enrollment and the two don't always align.

<div style="background-color:green; color:white;">**Interesting Rankings**</div>

MVCC's ranking among the 30 SUNY community colleges from the SUNY Fall 2022 Annual Report:

10th FTE (3,687) & fall headcount (5,539)	3rd highest Pell-eligible students (56.9%)
10th annual unduplicated headcount (8,501)	6th lowest tuition ($4,870)
3rd unduplicated noncredit registrations (5,375)	3rd highest 2-year graduation rate (24%)
10th completely online enrollment (25.7%)	5th highest 3-year graduation rate (33.3%)
12th percent some online enrollment (24.6%)	12th highest first-year retention rate (59.2%)
12th percent dual credit enrollment (45.2%)	3rd highest certificates awarded (164)
21st percent enrollment 25 years & older (15.6%)	12th highest degrees awarded (821)

Vice Presidents' Senate Report
March 7, 2023
Mohawk Valley Community College

1) The Sexual Violence Campus Climate Survey is scheduled to be disseminated to the College community this spring. Consistent with New York State Education Law 129-B and policies of The State University of New York, Mohawk Valley Community College last participated in this survey in 2021. The survey gathers information about student and employee experience with sexual and interpersonal violence and knowledge of policies and resources. Since the first iteration of this survey in 2017, the results from each survey have been reviewed and action steps developed to address any areas of improved noted. To date these have included:

   - Awareness campaigns about Title IX applying to sexual harassment, sexual assault and sexual discrimination. The words Title IX were not synonymous with these.
   - The need for more awareness about the meaning of affirmative consent.
   - Education regarding the College's Amnesty Policy.
   - Clarity about where to report and what happens when someone does depending on who the report is made (Title IX Coordinator, Department of Public Safety, Licensed Mental Health Practitioner)

2) D2L Brightspace. As you know, we are under SUNY's implementation timeline for D2L, and our ability to influence the implementation is limited. We need to comply with their transition initiatives. In preparation for our transition to D2L Brightspace, and based on the timeline that SUNY has now set for us,
   - **<u>Summer 2023</u>**
     - We anticipate running our summer course offerings as a pilot for Brightspace.
   - **<u>Fall 2023</u>:**
     - We anticipate "going live" in the fall 2023 semester.
   - **<u>Training</u>:**
     - We expect to begin training sessions after Spring Break, providing we have access to our live system by then.
     - We will continue to support the faculty in migrating their course sites from Blackboard into Brightspace

   Blackboard will be available to us through the Fall Semester, but at this point we anticipate being on D2L for the Fall 2023 semester. I understand that for some, this will be a difficult transition in no small part because of the unknowns. I am committed to working with faculty to make the transition as smooth as possible, but as I have said, my ability to directly influence the timeline and implementation is quite limited. Norma and the Ed Tech team will conduct training as soon as we have the full access to do so, and they will certainly assist faculty in moving their courses to the new platform.

3) The migration to the new phone system is continuing. The schedule is starting to solidify, and while subject to change, we are tentatively planning on:
   - The Department of Information Technology being the first department to migrate to the new system beginning Monday February 27;
   - Other departments coming online beginning Monday March 13 (Spring Break week);
   - Classrooms, meeting rooms and public spaces beginning in May immediately after graduation.

4) We have signed the agreement with Barnes & Noble to implement the First Day Complete program for the Fall of 2023. Work will begin now to do the integrations, marketing and other work necessary