MVCC College Senate Meeting
Tuesday, December 5, 2023
2:30pm WH255

Attendance

Present: E. Brindisi, E. Bush, K. Cordary, S. Crocker, S. Dar, H. Doty, N. Evanoff, M. Faitell, S. Frisbee, R. Golden, D. Head, C. Hendricks, R. Huyck, J. Ireland, M. Kuczynski, S. McCall, S. McGovern, M. McHarris, S. McManus, K. McNamara, A. Miller, C. Miller, R. Miller, A. Roy–Small, A. Sandstrom, S. Selden, D. Stefanovich, C. VanNamee, R. VanWagoner, F. Vellone, J. Wilkie, L. Williams, and R. Wittenberg

Student Senators: J. Kober, Y. Naruse

Absent/Excused: C. Albrecht, S. Cummings, A. Nolan, M. Parry, S. Silverman, J. Wilcox,

Call to Order

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

Approval of the September Minutes

The minutes from the November 7th meeting were approved (S. Frisbee, D. Head) (28, 0, 0).

Student Congress Report   Y. Naruse

Y. Naruse and J. Kobler reported that they attended the SUNY Student Assembly Fall Conference. They went to several sessions at the conference to learn about community development, leadership development, empathy in leadership, sustainability, professional development and resume building, and public speaking. They also discussed the need for increased community college funding and for students to continue to speak up in order for their community college credits to transfer seamlessly.

President's Report   R. VanWagoner

See the attached report. R. VanWagoner also thanked the Committees & Councils Taskforce for their review of governance.

Old Business

EIT Ad Hoc Committee Report
K. DiCastro had a conflict, so see attached update. C. Miller will forward any comments, questions, and initial feedback to the committee. The committee will continue to work on this material for a two-year span and will present to Senate again in the spring.

It was clarified that WCAG stood for "Web Content Accessibility Guidelines."

Committees & Councils Taskforce Report S. Frisbee

One of the topics discussed by the Cabinet and Senate Advisory in May concerned the need for revisions to the committee structure to better share the load and find efficiencies due to changes in staffing at the College. This was reinforced by initial feedback from the FCCC Wellness Check.

The Taskforce shared their initial report, indicating that it is a continuing work in progress. There will be a special meeting of the Senate in January to further discuss concerns and a goal to vote on the list of revised committees in February.

Committees, councils, and the various working groups at the College were reviewed in order to make recommendations to combine, absorb, discontinue, or realign various committees to right-size them for where we are today. Feedback is greatly appreciated, and the Taskforce will meet with committees and chairs to address concerns brought to them.

Some comments, questions, and concerns raised by senators included:

- o If the Facilities Committee is discontinued, will there be a streamlined method for suggestions to be made and recorded? Perhaps combine the Sustainability Council with the Facilities Committee rather than discontinue it.

- o How will Human Resources and the Professional Association work together to oversee those committees?

- o How will training for members of the Appeals Committee be affected?

- o Which committees are required to be held by SUNY? Which are required by Middle States?

- o In reviewing and revising the committee charters, make sure it is clear which tasks are performed by which groups to avoid duplication of work and misunderstandings of process.

- o In order to continue to support collegiality across the College, is there a place where individuals can obtain information regarding which committees have available seats, including non-Senate committees?

- o There was some discussion on the proposal to combine the councils and committees pertaining to Diversity, DEI, Cultural Events, and International Initiatives. What would the dynamics be, what sort of hierarchy would be established, and how would the number of members be impacted?

Academic Policy and Standards Committee (APSC)   **S. McCall**

Charter Update

There was an error in listing two academic deans in the membership. The committee would like to have an odd number of members to avoid tie breaks. S. McManus made a motion to approve the changes (second: R. Wittenberg). The motion passed (24, 0, 1).

Changes to the President's & Vice President's List

Language for the President's and Vice President's Lists had been changed to be more inclusive of part-time students. However, the language used has made it challenging for the registrar to ensure the List is completed in a timely fashion due to the need for information from dual credit and other organizations. Therefore, APSC is recommending the language for these policies to be changed to the following, which is in line with what other colleges with a similar policy use:

> All students who successfully complete a semester with at least six credits and with a grade point average (GPA) of 3.75 or higher will be placed on the President's List.

> All students who successfully complete a semester with at least six credits and with a grade point average (GPA) of 3.50 to 3.74 will be placed on the Vice President's List.

S. Crocker moved to endorse the new changes (S. McGovern second) and the motion passed (23, 0, 1).

Policy Updates   **Crystal Marceau**

C. Marceau remarked upon the new formatting for policy forms and then discussed changes to two policies.

Conflict of Interest Policy

This policy has been completely rewritten to incorporate several other policies and to ensure the College was meeting county and city laws. Section 4 addresses General Municipal Law, Section 5 directs employees to disclose conflicts in a form and Section 5B replaces our Sales-to-Students Policy. Section 6A is the previous Conflict of Interest Policy, and Section 6F is the Close Relative policy (new). Section 8 regards the distribution of the policy and Section 10 concerns whistleblowers. Section 3A defines what is meant by "close relative."

Some questions came up regarding cases where there is one professor teaching a class required by their child for graduation. In that case another professor would need to grade or evaluate the work to avoid a conflict of interest.

Whistleblower Policy

The biggest changes are in Section 5 (which covers retaliatory action) and in Section 6, which more clearly outlines the hierarchical process for concerns. The Director of Compliance now owns this policy.

The policies are posted on the website.

Chairperson's Report   C. Miller

C. Miller thanked the Committees & Councils Taskforce for their work. She reported that she and R. VanWagoner have met with Student Congress, and that the Senate Advisory will be reviewing the Senate By-Laws, with more information to come in the Spring.

Vice Presidents' Report   E. Abreu, L. Kahler, T. Squires

Please see the attached report.

FCCC Report   A. Miller

A. Miller commented that the draft memo for presidents regarding the policy changes for Prior Learning Assessment was just released this week by SUNY with a January 3rd deadline for feedback. She will share the memo and welcomes feedback.

Faculty Caucus Report   S. Dar

S. Dar reported that the Artificial Intelligence Group provided an update. Additionally, after the Lockdown earlier this semester, the Caucus started a spreadsheet where people can enter feedback or suggestions about emergency preparedness.

Open Forum

C. Miller will send out information regarding the Special Senate Meeting so that students can attend.

Adjournment

The meeting was adjourned at 4:32pm.

Next Meetings & Routing Sheet Information

A Special Senate Meeting will be held on **Tuesday January 16th 2:30PM via Zoom**.

The Next Regular Senate Meeting will be: **Tuesday, February 6th at 2:30 PM in WH 225.**

The next Senate Advisory Routing Sheet for applicable Agenda item proposals is **due: Tuesday, January 23rd.**

The next Senate Advisory Meeting will be **Tuesday, January 30th 2:30 PM via Teams.**

Respectfully submitted,
Anna Radlowski

Electronic Information and Technology Ad Hoc Update
11/5/23

Status:

1. Established two subgroups: Classroom Technologies and Digital Content

2. Each subgroup met twice and the whole group collectively once after

    1. Classroom Technologies determined there are four areas to be considered to be compliant and include assistive listening systems, classroom controls, classroom seating and signage. The group researched EIT related pages and websites for 30 the SUNY community colleges and very little was found which specifically addressed the compliance requirements for the SUNY EIT directive.

    2. Digital content determined there are 7 areas that needed to be considered to be compliant and include text alternatives, color, data tables, images, formulas, structure/navigation, multimedia, and accessibility awareness/verification. They also researched methods, resources, and best practices for each of the areas, and reviewed other SUNY EIT and digital content sites.

3. Moving forward

    1. Compile research, namely prioritizing requirements outlined by SUNY, Section 508, WCAG, and other applicable laws regarding compliance. Recommended items and "nice to haves" will come thereafter

    2. Investigate what resources are currently available to meet those requirements and follow up with applicable people, offices, and departments for any updates and gaps

    3. Recommend possible solutions or improvements for area that we believe are not being adequately addressed based on best practice and applicable laws

    4. Establish a timeline for immediate, short term, and long term tasks

President's Report to College Senate
December 5, 2023
Mohawk Valley Community College

Community College Budget Advocacy with the State

In my 17 years here, the 30 community colleges within SUNY have never had their advocacy act together anywhere close to what we do this year. The NY Community College Trustees (NYCCT) group have worked very closely with the NY Community College Association of Presidents (NYCCAP) since early summer on developing an advocacy agenda that calls for more equitable funding from the state and promises to deliver on the "Empire State Community College Workforce Guarantee" to produce 20,000 new trained workers through credit and non-credit programs in high demand fields. SUNY four-year colleges receive $19,136 per student in direct public tax support in contrast to community colleges that receive $5,482 per student (roughly 28% in comparison). State leaders have often said that the counties are the problem with sustainable funding and yet, the counties provide $97M more than the state in community college base operating aid in the current budget. We are advocating for the state to increase their support by $97M, which would be a 22.6% increase over the current year. Hopefully, the "Workforce Guarantee" will be compelling enough to be included in the Governor's State of the State budget address in January, which will be the first official signal of what the budget might look like next year.

Potpourri

- o Budget – It's December, so Cabinet has begun working on budget parameters for the 202425 budget that begins next September 1. In addition to existing contractual commitments, a priority for us will be to build the fund balance reserve from the current minimum level of 5% of the operating budget closer to 10% to better manage risk in an evermore complex environment. Materials for budget request will go out to budget managers in a few weeks to kick of the budget development process in January, which will be followed by a Board retreat in February, campus conversations in March, to inform a draft budget in April and final budget approved by the Board of Trustees in May.

- o December Graduation – With the decline in enrollment over the past several years, the ceremony will move from the Jorgensen Center to the Schafer Theater on December 15.

- o SUNY Poly – I've had multiple conversations with the new SUNY Poly President, and we are planning bi-annual joint Cabinet meetings to further develop partnership opportunities.

The Key Performance Indicator (KPI) to assess the extent to which MVCC meets the diverse needs of our students is more generally reviewed by the fall student profile that includes:

Over the past five years, the student profile of credit students (not including dual credit) has remained stable with the average being 24, females remaining around 55%, and part-time students remaining around 27%. However, the student profile has become much more diverse, moving from 24% minority students in 2019 to 34% this fall. The one notable change is the percentage of Pell-eligible students - our lowest income population - that went from 60% of all credit-seeking students in 2019 to 54% in 2023. The readily available living-wage jobs in the region likely outplay any opportunity costs of attending traditional college classes. The shift in student course-taking behavior has been dramatic, as the combined percentage of online/hybrid spiked during COVID (moving from 14% to 71%); shifted toward more on-campus last fall (25%); and substantially increased this fall (43%). Dual credit enrollment in the high schools has increased 11% over the past five years but stayed within 1% of the composition of all credits earned. Since high school students are nearly all enrolled part-time through dual credit or college connection classes, their unduplicated headcount has grown substantially (21%) while the nonhigh school students have declined substantially (-15%).

Vice Presidents' Senate Report
December 2023

o The MVCC Math Competition for local high school students was held on 11/15/23 after a four-year pause. We had a remarkable turnout, with five school districts participating, involving nine teams and 37 individual students who competed in this challenging event. Without further ado, here are the winners:

- Individual Winners:
  1st Place: A student from Central Valley School District
  2nd and 3rd Places: Students from Clinton School Districts
- Team Scores:
  1st and 2nd Places: Clinton School District teams

o We will host Art Programs Day from 10:30 a.m. to 1 p.m. Friday, Dec. 1, at its Utica Campus

o Mohawk Valley Community College will host an Athletic Open House on Saturday, Dec. 2, at its Utica Campus to provide an opportunity for prospective student-athletes and their families. The event will begin with check-in at 10 a.m. in the Jorgensen Center Field House. The program will begin at 10:15 with an overview of MVCC's Hawks Athletics program — which includes eight sports for men (Baseball, Basketball, Bowling, Cross Country, Golf, Lacrosse, Soccer, and Track & Field) and nine for women (Basketball, Bowling, Cross Country, Golf, Soccer, Softball, Tennis, Track & Field, and Volleyball).

o EOF hosted First Source Financial Literacy workshop with 12 students in attendance.

o Career Services hosted a Criminal Justice Expo in partnership with PAHS and Admissions - 120+ students and ~15 employers participated with 5 interactive demonstrations and a crime analysis applied learning activity facilitated by MVCC Criminal Justice faculty.

o Office of OAR and Office of DEI presented in the Empowerment Summit on "Intersectionality of Disability" and the OAR Coordinator attended the DREAM (Disability Rights & Employment Awareness Month) Symposium the Empire State Plaza Concourse in Albany to assist in matching prospective qualified candidates with employers (an in-person Job fair, and in person vendor fair, workshops, disability history exhibit, etc.).

o Admissions held our annual Area School Counselor Summit and hosted 58 counselors, representing 25 different school districts from 6 different counties, 2 BOCES, and 3 counselors from ACCESS/VR. Our Admissions Representatives participated in 34 recruitment events across the state, including NYC, Albany, Rochester, Syracuse, across Central New York, Poughkeepsie, Cortland, Binghamton, Watertown, Potsdam and Plattsburgh.

- C3 staff and interns are working on planning for a Winter Wear Donation Event (for hats, gloves, socks, and other items) on November 28, and a Thanksgiving dinner give-a-way.

- The Department of Public Safety on the Utica campus is asking that people use the 315-731-5777 number for non-emergency calls. That number will forward to the Department cell phone if nobody is available in the office. The old number of 315-792-5566 won't be answered if nobody is available in the office.

- We are pleased to announce that the MV Commons Snack Bar will now be open until 4:30 every day. It will close early at 2 p.m. on Wednesday November 22 (the day before Thanksgiving) and resume normal operating hours on Monday November 27.

- Reminder: if you have not yet gotten a parking sticker for your car please do so in the Department of Public Safety offices.

Respectfully submitted,
Esmilda Abreu Vice President for Student Affairs
Tom Squires, Vice President for Administrative Services
Lew Kahler, Ed.D., Vice President for Learning and Academic Affairs