



January 22, 2009

PRESENT: S. Adrion, J. Alas, L. Bartholome, D. Baxter, P. Bishop A. Burns, J. Case, B. Connell, M. DiSano, J. Downer, M. Ernsthause, M. Fine, K. Foley, M. Fugate, E. Grissing, S. Hagreen, A. John, N. Karolinski, R. Kennedy, A. Leopard, A. Morris, J. McKenna, S. Murphy (Secretary), J. Nelson, M. Ofsowitz, P. Ornt, P. Peterson, H. Pierre-Philippe, M. Popovici, C. Powers, E. Ripton, T. Schichler, D. Shaw, D. Smith, R. Steven, J. Striebich, T. Tugel (President), T. Vinci, J. Waasdorp, C. Wendtland, S. Wexler, H. Wheeler (Vice-President), A. Wilson, H. Wynn-Preische.

ABSENT: S. Batistta-Provost, S. Fess, C. Forde, S. Forsyth, D. Leach, S. Weider.

GUESTS: S. Blacklaw, D. Burke, K. Collins, M. McDonough, R. Rodriguez.

I. Meeting called to order: 3:35 p.m.

II. Announcements (T. Tugel):

- a. Tony Vinci is the new senator from the English/Philosophy department. He fills the remaining term of Margaret Murphy.
- b. Presidential search-Dr. Kenneth Goode, chair of the Board appointed search committee, has provided search updates through the Monroe Tribune. The Presidential Search Advisory Committee will meet on February 9 to determine semifinalist candidates. The next Board of Trustee meeting is February 9. The meetings are open to everyone and faculty presence at these meetings is still important.

III. Approval of Minutes: Minutes of December 11, 2008 Faculty Senate Meeting approved as written.

IV. Standing Committee Reports

Academic Policies – C. Wendtland

The Committee will be working on the 2011-2012 academic calendar and the issue of retaining the student opinion surveys.

Curriculum – A. Leopard

The Committee continues to work on the local general education project.

NEG – H. Pierre-Philippe

The Committee will be working on by-law revisions and senator and officer elections this semester.

SCAA – B. Connell

- A. There will be interviews and open hearings the week of January 26th at DCC for the Dean of Academic Services. The open hearings will be video streamed to the Brighton campus.
- B. Two members of SCAA, Mark Ernsthause and Patty Ornt, are participating in the search for Assistant Vice President for Administrative Services.
- C. The SCAA ad hoc Committee for the Presidential Search has been working on screening resumes. They will meet with Dr. Parilla, the presidential search consultant, on February 10th to start narrowing down the pools of candidates.

Planning – E. Grissing
No report.

Professional Development – C. Powers
No report.

V. Student Announcements
None.

VI. Old Business
None.

XI. New Business
None.

Meeting adjourned at 3:50 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the February 26, 2009 Faculty Senate meeting.



February 26, 2009

PRESENT: S. Adrion, J. Alas, S. Batistta-Provost, D. Baxter, P. Bishop, A. Burns, J. Case, B. Connell, M. DiSano, M. Ernsthausen, M. Fine, K. Foley, C. Forde, S. Forsyth, M. Fugate, E. Grissing, A. John, N. Karolinski, R. Kennedy, D. Leach, A. Leopard, A. Morris, J. McKenna, S. Murphy (Secretary), J. Nelson, P. Peterson, H. Pierre-Philippe, M. Popovici, C. Powers, M. Rizzo, T. Schichler, R. Steven, J. Striebich, T. Tugel (President), T. Vinci, J. Waasdorp, S. Weider, C. Wendtland, H. Wheeler (Vice-President), A. Wilson, H. Wynn-Preishe.

ABSENT: L. Bartholome, J. Downer, S. Fess, M. Ofsowitz, P. Ornt, E. Ripton, D. Shaw, D. Smith, S. Wexler.

GUESTS: S. Blacklaw, D. Burke, D. Cecero, K. Collins, C. Cooper, F. Rinehart.

STUDENT REPRESENTATIVE: M. Lawson

I. Meeting called to order: 3:35 p.m.

II. Guest Speakers-Lee Struble and Dick Stewart-College Civility Committee Update

A committee was formed at the end of 2006 to address incivility problems observed around campus. The committee is made up of three faculty, a student rep, staff members and directors. The committee has met over 25 times in the past 2 years, and its members have done a lot of research on the subject of civility. They created a survey of both students and staff to serve as a benchmark. A business class administered the survey and a statistics class analyzed the data. Some of the survey data is attached in addendum A. A major concern of both students and staff is theft on campus. The Civility Committee shared the survey data with focus groups to brainstorm possible solutions. The Committee formed recommendations such as having an ongoing Civility Committee. Lee Struble and Dick Ryther will co-chair this Committee. Other recommendations include preparing an annual report, hosting a College Civility Week, establishing a peer civility ambassador program, supporting ongoing training for faculty and staff, having the Civility Committee go to classes to speak, and preparing a DVD.

Q: Were the results of the focus group consistent with information obtained from researching other campuses?

A: Yes. Students were concerned about classroom civility and did not seem as concerned about "hallway" problems.

Q: Have you initiated any projects yet?

A: The permanent committee is still being formed but projects should be in place for the fall.

Q: Some faculty have expressed concern about the ID check process. Some faculty do not carry their ID. Could you explain this procedure?

A: ID checks have been done this week. It is an educational effort. If students do not have their IDs, they will be given a pamphlet on where to get their ID. Public Safety also gets complaints about why ID checks are not done because there are people on campus who do not belong. Random checks are done at entrances to the College.

Q: How were the questions of the survey created?

A: The survey was modeled after other colleges' surveys and then modified by the Committee.

Q: If stealing is perceived as a large concern to the students and staff, what happens to a student who is caught stealing?

A: There is zero tolerance for stealing at the College. The majority of time, students are kicked out of school.

Q: Is the stealing occurring in the classrooms?

A: It happens everywhere on campus where items are left unattended.

C: I had a student in class who wanted to thank an unknown person for turning in his wallet at the Lost & Found.

A: Although we have problem issues, there are good things that happen on campus.

III. Announcements (T. Tugel):

a. Mary Rizzo is filling for Sarah Hagreen's Senate seat while she is on leave.

b. Rich Guon, chair of the Board of Trustees, has invited the Executive Committee to a breakfast on March 4 to open up dialogue on areas of mutual concern and interest.

IV. Approval of Minutes: Minutes of January 22, 2009 Faculty Senate Meeting approved as written.

V. Action Items

Curriculum action items:

1. PR4F Nursing-motion passed.
2. PR5F Small Business Management, Certificate – motion passed
3. Hospitality Management, AAS – motion passed.

VI. Standing Committee Reports

Academic Policies – C. Wendtland

The following resolution changes will be voted on at the next Faculty Senate meeting.

A. To be added to the Faculty Senate resolutions section 1.11- Student Opinion Survey:

- 1) The College will retain electronic copies of the results of the student opinion survey one calendar year from the end of the semester in which the survey was administered. Pursuant to records retention and disposition schedules, the original student opinion survey, as completed by the student, will be kept by the College for three years from the end of the semester in which it was administered.
- 2) Administration of the student opinion survey implies faculty/staff anonymity is waived. The aggregate data/summary information derived from the student opinion survey may be made publicly available. Guidelines on confidentiality may be identified in College's Institutional Review Board (IRB) policies.

B. The Ad Hoc Committee on Graduation Requirements worked on recommendations to the graduation policy. The Committee has recommended the following to be added to the Faculty Senate resolutions – section 1.2 Awarding of Degrees section (from page 240 in MCC College Catalog):

Requirements for Graduation

1) Forms and deadline dates, as well as information concerning degree or certificate requirements, may be obtained from the Graduation Certification Office, the Counseling and Advising Center, or the Student Services Office at the Damon City Campus (DCC).

2) Degree Requirements

-) A degree candidate must fulfill these general requirements:

- A) Complete the course distribution and credit hour requirements as prescribed by his/her program of study.
- B) Complete 24 credit hours at Monroe Community College (MCC).
- C) Attain a minimum cumulative grade point average (GPA) of 2.00 upon completion of his/her program.
- D) Satisfactorily meet all College obligations.
- E) In accordance with section 3.47 of the rules of the New York State Board of Regents, in order to graduate from MCC, students must have completed one of the following:
 -) A high school diploma from a state recognized high school.

-) An equivalent four-year high school course of study as certified by the superintendent of schools of the candidate's school district of residence at the time such course was completed.
-) A legally valid high school equivalency diploma.
-) 24 semester hours or equivalent of college course work distributed in subjects in accordance with the requirements set by the New York State Education Department and verified by MCC.
-) A college degree from a degree-granting institution accredited by an accrediting agency approved by the United States Department of Education.

3) Certificate Requirements:

-) The College is also authorized to award a certificate to a student fulfilling these general requirements:
 - A) Complete the course distribution and credit hour requirements as prescribed in the Certificate Program.
 - B) Complete a minimum of 50 percent of the credit hours at MCC.
 - C) Attain a minimum cumulative GPA of 2.00 upon completion of his/her program.
 - D) Satisfactorily meet all College obligations.

Comment: Dean Rinehart-This graduation requirement policy does not provide for a possible exception for special populations for certain items that don't fit the mold. Some programs may not fit for one reason or another and are not served by this "no exceptions" policy. Here is some background on this problem: MCC offers two types of Dental Assisting 30 credit hour certificates. The profession is licensed by NYS. There is a population of dental assistants who have been working for years without certification by the state and now NYS is cracking down. MCC created a 30 hour on-line certificate for employed dental assistants. This certificate includes four courses totaling 9 credits, which can be challenged with a national exam called DANB (Dental Assisting National Board). MCC has successfully used that exam as a substitute for 9 credits towards a 30 credit certificate for years. There was a wide-spread avoidance of complying with NYS by dental assistants who had worked for many years and felt they had the required skills. The state decided to change the requirements. To meet the new requirements, the inventive MCC Dental Assisting faculty created a 15 hour certificate called DART (Dental Assisting Rapid Track). It includes the 9 credits from the DANB exam which MCC has used for years. Some of these students cannot meet the 50% residency requirement which is an arbitrary number and does not serve this specialized population of students who live all over NYS. This policy has no mechanism for a systematic exception to this rule and should include a mechanism for exceptions. There is a policy that allows departments to reconcile problems with individual students such as course substitution. But there is no policy which addresses exceptions on the program level. I urge the Faculty Senate to reconsider this aspect of the policy.

Comment: M. Fine-There are also situations where military personnel do not meet the graduation residency requirement. The College has an agreement with the military which allows active duty personnel to receive a degree from MCC even though they don't meet the residency requirement.

Curriculum – A. Leopard

A. The Curriculum Committee approved the following proposals:

Ten Course Deactivations:

- CD2F BUS 108 Principles and Practices of Customer Service
- CD1S PLE 163 Law Enforcement Firearms
- CD2S PLE 192 Contemporary Issues Police Executive
- CD3S PLE 191 Contemporary Issues Police Manager
- CD4S PLE 190 Contemporary Issues for Police
- CD5S PLE 175 Juvenile Officer
- CD6S PLE 141 Fingerprint I
- CD7S PLE 142 Fingerprint II
- CD8S PST 133 Industrial Incident Management
- CD10S PLE 173 Emergency Vehicle Operations

Eight Course Revisions:

CR29F IDE 101 Introduction to Interior Design I
CR30F IDE 102 Introduction to Interior Design II
CR31F IDE 121 Interior Design Communication I
CR32F IDE 122 Interior Design Communication II
CR33F IDE 201 Interior Design III
CR19S EMS 236 Advanced Cardiac Life Support
CR36F ENG 213 Creative Writing
CR19S EMS 236 Advanced Cardiac Life Support

Four New Courses:

NC7F PHO 140 History of Photography: Early
NC8F PHO 145 History of Photography: Modern
NC10F GEG 180 Introduction to GIS: Focus on Earth
NC13S SVL 106 Topics in Service Learning

Three Program Revisions:

PR4F Nursing, AAS
PR5F Small Business Management, Certificate
PR1S Hospitality Management, AAS

The Curriculum Committee has posted:

One Course Deactivation:
CD11S HUM 110 Exploration of Human Service Agencies

Three Course Revisions:

CR5S CHE 151 General College Chemistry I
CR23S HUM 116 Field Work in Human Services Focus
CR24S HUM 106 Human Services Focus

B. The Curriculum Committee welcomed two new members: Tony Vinci from English/Philosophy replaced Margaret Murphy from English/Philosophy in January, and Mary Rizzo from Admissions replaced Sarah Hagreen from Admissions in February.

C. The Curriculum Committee received a progress report from the ad hoc committee working on section 2.5 of the resolutions, Guidelines for Departmental Review/Planning/Budgeting. The committee has surveyed deans for inputs and is currently surveying department chairs and other colleges. They expect to make a final report in June.

D. The Curriculum Committee continues to work on the local general education definitions and criteria

NEG – H.Pierre-Philippe

A handout of the timeline of elections that will occur this semester was provided.

SCAA – B. Connell

A. The Committee conducted four open hearings and four interviews for the Dean of Academic Services at DCC. They forwarded their recommendation to VP Glocker.

B. The SCAA ad hoc committee for the presidential search has been working on screening resumes and they have narrowed it down to ten individuals at this point and will be meeting to narrow the list down to seven or eight individuals for the preliminary interviews.

C. The Committee has been working very hard on completing a recommendation for the Assistant VP of Administrative Services position.

D. Bonnie thanked the SCAA Committee for all the work required with the open hearings for the recommendation for the Dean of Academic Services at DCC.

Planning – E. Grissing

A. The College will not be funding Strategic Planning Grants for next year due to budget constraints.

- B. The Committee met to hear more about Stage 2 Planning for Building 9 and to discuss technology planning, purchases and issues on campus. The Committee believes that it can be used to enhance communication among ETS and faculty regarding technology issues.

Professional Development – C. Powers

- A. There will be two brown-bag sessions, one at Brighton and one at DCC, to discuss the procedures and background on the three annual awards: NISOD, Hanson and Chancellor's. The dates will be announced later.
- B. Watch the Monroe Tribune for deadlines for the Hanson Award and Professional Leave.
- C. The Committee has made progress on their charge to research professional development activities at MCC.

VII. Student Announcements

None.

VIII. Old Business

None.

XI. New Business

None.

Meeting adjourned at 4:35 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the March 26, 2009 Faculty Senate meeting.

Addendum A

Acts of Incivility on MCC's Campus

Summary Survey Results of the College Civility Committee

Lee Struble and Dick Stewart

Aspects of pilot survey

-Asked the survey respondents to rate 68 items using the following scale:

- A: is never a good thing to do
- B: occasionally is OK, as long as it does not occur regularly
- C: is OK if this is what the person wants to do

- Asked each respondent to reply with her/his opinion and her/his perspective of how friends and colleagues see the issues

- Collected and analyzed data by categories to include: overall total, gender, campus location, roles at MCC (students, faculty members, and staff members), age groups, and ethnic classes

- Looked at the top 5 issues or areas of concern in each category

Top 5 concerns - Overall Totals

1. Stealing
2. Damaging college property
3. Harassing racial, ethnic, or gender-based comments
4. Not properly disposing of food and garbage
5. Loud and inappropriate language

Top 5 concerns by gender

Female

1. Loud and inappropriate language
2. Damaging college property
3. Stealing
4. Not properly disposing of food and garbage
5. Taunting or belittling of others

Male

1. Stealing
2. Damaging college property
3. Harassing racial, ethnic, or gender-based comments
4. Making physical threats
5. Littering

Top 5 concerns - by role at MCC

Students

1. Stealing
2. Damaging college property
3. Harassing racial, ethnic, or gender-based comments
4. Not properly disposing of food and garbage
5. Littering

Faculty members

1. Stealing
2. Loud and inappropriate language
3. Damaging college property
4. Not properly disposing of food and garbage
5. Littering

Staff members

1. Taunting or belittling of others
2. Using cell phone and text messaging during class
3. Inappropriate sexual gestures
4. Defacing college property and graffiti
5. Talking loudly on cell phones in the hallways

Top 5 concerns – by campus location

Brighton

1. Stealing
2. Damaging college property
3. Harassing racial, ethnic, or gender-based comments
4. Not properly disposing of food and garbage
5. Littering

Damon

1. Stealing
2. Loud and inappropriate
3. Damaging college property
4. Harassing racial, ethnic, or gender-based comments
5. Defacing college property and graffiti

Other

1. Stealing
2. Loud and inappropriate language
3. Smoking in non-smoking areas
4. Blocking stairways and halls
5. Arriving late to and leaving early from class

Top 5 concerns – by age groups

18 - 24

1. Stealing
2. Harassing racial, ethnic, or gender based comments
3. Damaging college property
4. Making physical threats
5. Not properly disposing of food/garbage

25 - 34

1. Damaging college property
2. Stealing
3. Loud and inappropriate language
4. Defacing college property/graffiti
5. Cheating/Academic dishonesty

35 - 44

1. Stealing
2. Loud and inappropriate language
3. Blocking stairways and halls
4. Use cell phones and text messaging during class
5. Harassing racial, ethnic, and gender-based comments

45-54

1. Stealing
2. Loud and inappropriate language
3. Blocking stairways and halls
4. Defacing college property and graffiti
5. Damaging college property

55 - 64

1. Loud and inappropriate language
2. Damaging college property
3. Not properly disposing of food and garbage
4. Littering
5. Making physical threats

65 & Up

1. Defacing college property/graffiti
2. Talking loud on cell phones in hallways
3. Not properly disposing of food/garbage
4. Inappropriate public displays of affection in hallways
5. Harassing racial, ethnic or gender based comments

Top 5 concerns – by ethnicity

Asian or Pacific Islander

1. Loud and inappropriate language.
2. Blocking hallways and stairways
3. Harassing racial, ethnic or gender-based comments in hallways
4. Harassing racial, ethnic or gender-based comments in classrooms
5. Damaging college property

African American

1. Harassing racial, ethnic or gender-based comments in classrooms
2. Cheating and academic dishonesty
3. Loud and inappropriate language

4. Stealing
5. Stealing

Hispanic

1. Damaging college property
2. Making physical threats
3. Loud and inappropriate language
4. Littering
5. Stealing

Native American or Alaskan Native

1. Harassing racial, ethnic or gender-based comments in classrooms
2. Cheating and academic dishonesty
3. Loud and inappropriate language
4. Littering
5. Stealing

Caucasian

1. Stealing
2. Damaging college property
3. Harassing racial, ethnic or gender-based comments
4. Making physical threats
5. Not properly disposing of food and garbage

Other

1. Using profanity
2. Defacing college property and graffiti
3. Not properly disposing of food and garbage
4. Making physical threats
5. Damaging college property



March 26, 2009

PRESENT: S. Adrion, J. Alas, L. Bartholome, S. Batistta-Provost, A. Burns, B. Connell, M. DiSano, J. Downer, M. Ernsthausen, S. Fess, M. Fine, K. Foley, C. Forde, M. Fugate, E. Grissing, N. Karolinski, R. Kennedy, A. Leopard, S. Murphy (Secretary), J. Nelson, M. Ofsowitz, P. Peterson, H. Pierre-Philippe, E. Ripton, M. Rizzo, D. Shaw, D. Smith, R. Steven, J. Striebich, T. Tugel (President), J. Waasdorp, S. Weider, C. Wendtland, H. Wheeler (Vice-President), H. Wynn-Preische.

ABSENT: D. Baxter, P. Bishop, J. Case, S. Forsyth, A. John, D. Leach, A. Morris, J. McKenna, P. Ornt, M. Popovici, C. Powers, T. Schichler, T. Vinci, S. Wexler, A. Wilson.

GUESTS: S. Blacklaw, D. Burke, K. Martello.

I. Meeting called to order: 3:39p.m.

II. Announcements (T. Tugel):

- A. The Faculty Council of Community Colleges (FCCC) is holding their Plenary Session this weekend. Margaret Murphy is attending as the MCC representative. The FCCC has invited academic governance representatives to attend sessions on this topic. Carmen Powers will be representing MCC's Faculty Senate.
- B. Several members of the Executive Committee attended a breakfast meeting in March with some members of the MCC Board of Trustees. It was a very positive meeting. Rich Guon, Chair, BOT is making a sincere effort to regain the confidence of the faculty.
- C. Many thanks to the SCAA Presidential Search ad hoc committee for their diligence, participation, and hard work. The committee members are Bonnie Connell, Chair, Chris Abbott, Chris Belle-Isle, Marlene Fine, Bob Kennedy, Ed Martin, Eileen Morris, Harry Pierre-Philippe, Renee Rigoni, Mary Timmons, and Peggy VanKirk.

III. Approval of Minutes: Minutes of February 26, 2009 Faculty Senate Meeting approved as written.

IV. Action Items

- A. Curriculum action items:
 - 1. PD1S Applied Business AAS-motion passed.
 - 2. PR2S Human Services AAS – motion passed
 - 3. PR4S Human Services Certificate – motion passed
 - 4. PR5S Optical Systems Technology Certificate-motion passed

B. Academic Policies action items:

1. The following paragraph on the Student Opinion Survey retention of results will be added to section 1.11 in the Faculty Senate resolutions.

The College will retain electronic copies of the results of the student opinion survey one calendar year from the end of the semester in which student opinion survey was administered. Pursuant to records retention and disposition schedules, the original student opinion survey, as completed by the student, will be kept by the College for three-years from the end of the semester in which it was administered.

Motion passed.

2. The following paragraph on the Student Opinion Survey IRB guidelines will be added to section 1.11 in the Faculty Senate resolutions.

Administration of the student opinion survey implies faculty/staff anonymity is waived. Summative results by instructor, derived from the student opinion survey, may be made publically available. Guidelines on confidentiality may be identified in the College's Institutional Review Board policies.

Motion passed.

3. There was a proposal to add information on graduation requirements to the Faculty Senate resolutions.

The following motion was made to amend the original proposal presented at the February meeting:

Exceptions to the credit residency for MCC degree requirements may be made to/reviewed by the Faculty Senate's Academic Policies Committee on a program by program basis and approved by the members of the Faculty Senate.

Motion Passed.

The following proposal on graduation requirements including the amendment above is to be added to section 1.2.5 of the resolutions.

1) Forms and deadline dates, as well as information concerning degree or certificate requirements, may be obtained from the Graduation Certificate Office, the Counseling and Advising Center, or the Student Services Office at the Damon City Campus (DCC).

2) Degree Requirements

A degree candidate must fulfill these general requirements:

- a) Complete the course distribution and credit hour requirements as prescribed by his/her program of study.
- b) Complete 24 credit hours at Monroe Community College (MCC).
 - Exceptions to the credit residency for MCC degree requirements may be made to/reviewed by the Faculty Senate's Academic Policies Committee on a program by program basis and approved by the members of the Faculty Senate.
- c) Attain a minimum cumulative grade point average (GPA) of 2.00 upon completion of his/her program.
- d) Satisfactorily meet all College obligations.
- e) In accordance with section 3.47 of the rules of the New York State Board of Regents, in order to graduate from MCC, students must have completed one of the following:
 - A high school diploma from a state recognized high school.
 - An equivalent four-year high school course of study as certified by the superintendent of schools of the candidate's school district of residence at the time such course was completed.
 - A legally valid high school equivalency diploma.

- 24 semester hours or equivalent of college course work distributed in subjects in accordance with the requirements set by the New York State Education Department and verified by MCC.
- A college degree from a degree-granting institution accredited by an accrediting agency approved by the United States Department of Education.

3) Certificate Requirements:

The College is also authorized to award a certificate to a student fulfilling these general requirements:

- a) Complete the course distribution and credit hour requirements as prescribed in the Certificate Program.
- b) Complete a minimum of 50 percent of the credit hours at MCC.
 - Exceptions to the credit residency for MCC certificate requirements may be made to/reviewed by the Faculty Senate's Academic Policies Committee on a program by program basis and approved by the members of the Faculty Senate.
- c) Attain a minimum cumulative GPA of 2.00 upon completion of his/her program.
- d) Satisfactorily meet all College obligations.

Motion passed.

V. Standing Committee Reports

Academic Policies – C. Wendtland

The Committee is reviewing the current plagiarism policy.

Curriculum – A. Leopard

A. The Curriculum Committee approved the following proposals:

Four Course Deactivations:

- CD11S HUM 110 Exploration of Human Service Agencies
- CD12S CIS 224 Java for Programmers
- CD14S EMS 100 Introduction to EMS
- CD15S EMS 120 Early Defibrillation

Five Course Revisions:

- CR5S CHE 151 General College Chemistry I
- CR23S HUM 116 Field Work in Human Services Focus
- CR24S HUM 106 Human Services Focus
- CR41S ELT 111 Electronic Technology I
- CR44S ELT 112 Electronic Technology II

One New Course:

- NC 9F PSY 240 Foundations of Animal Assisted Therapy

One Program Deactivation:

- PD1S Applied Business, AAS

Four Program Revisions:

- PR2S Human Services, AAS
- PR4S Human Services, Certificate
- PR5S Optical Systems Technology Certificate

The Curriculum Committee has posted:

Three Program Revisions:

- PR8S Food Management, Certificate
- PR9S Travel and Tourism, Certificate

PR10S Hospitality Management, AAS
One New Course:
NC2S Introduction to African-American Studies

Three Course Revisions:
CR36S PSY 215 Cognitive Psychology
CR38S BIO 235 Introduction to Human Disease
CR39S PHO 106 Photography I

Three Course Deactivations:
CD16S ENG 107 Money in Literature
CD17S PHY 143 Physics for Automotive Technologists
CD18S EMS 229 Critical Care Recertification

- B. The Curriculum Committee continues to work on the Local General Education project including a web site for sharing progress with the College community.

NEG – H.Pierre-Philippe

- A. The Faculty Senate Bylaws require a review of the Bylaws every three years. The Committee has received several proposed amendments; however, the Bylaws state that an open hearing and balloting on proposed amendments will be held in the semester that alternates with the senator and officer elections. Therefore, the proposed amendments will be presented and acted upon in the fall 2009 semester.
- B. Senator election information has been sent out.
- C. Officer election information has been posted in the Monroe Tribune. The slate of candidates so far: President-Chris Abbott, Vice President- Bonnie Connell, Secretary-Harry Pierre-Philippe. Nominations from the floor were requested for officers. No additional names were added to the slate of officers.
- D. Open hearings for the Officer elections will be announced. It is important for senators and their constituents to attend the open hearings to voice their concern about the future direction of the Faculty Senate and academic governance at MCC.

SCAA – B. Connell

- A. A vote for department chair took place last Friday for the Office and Computer Programs department. SCAA participated in the counting of the ballots.
- B. The SCAA ad hoc Committee for the Presidential Search has been interviewing candidates. The Committee provided their recommendation to Rich Guon, Chair BOT and Kenneth Goode, chair, BOT Presidential Search Committee. Open hearings for finalists are scheduled the week of April 13th.
- C. At the request of R. Guon, B. Connell spoke at the BOT meeting on March 23 about SCAA and the presidential search process. The Committee appreciated the opportunity to speak at the meeting. At the conclusion, Rich Guon and Ken Goode thanked the SCAA Committee for their hard work and efforts.

Planning – E. Grissing

No report.

Professional Development – M. DiSano

The Committee is currently reviewing the Hanson Award packets and the Professional Leave packets.

VI. Student Announcements

None.

VII. Old Business

None.

VIII. New Business

None.

Meeting adjourned at 4:25 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the April 16, 2009 Faculty Senate meeting.



April 16, 2009

PRESENT: S. Adrion, J. Alas, D. Baxter, A. Burns, B. Connell, M. Ernsthausen, S. Fess, M. Fine, K. Foley, C. Forde, M. Fugate, E. Grissing, N. Karolinski, R. Kennedy, D. Leach, A. Leopard, S. Murphy (Secretary), M. Ofsowitz, H. Pierre-Philippe, C. Powers, E. Ripton, T. Schichler, D. Shaw, D. Smith, R. Steven, T. Tugel (President), C. Wendtland, H. Wheeler (Vice-President), A. Wilson, H. Wynn-Preische.

ABSENT: L. Bartholome, S. Batistta-Provost, P. Bishop, J. Case, M. DiSano, J. Downer, S. Forsyth, A. John, A. Morris, J. McKenna, J. Nelson, P. Ornt, P. Peterson, M. Popovici, M. Rizzo, J. Striebich, T. Vinci, J. Waasdorp, S. Weider, S. Wexler.

GUESTS: C. Abbott, D. Burke, K. Collins.

I. Meeting called to order: 4:30p.m.

II. Announcements (T. Tugel):

a. The Faculty Senate was deeply saddened by the loss of Board Chair Rich Guon. His leadership in the recent presidential search demonstrated his commitment to a collaborative and transparent search process. During the past year Mr. Guon had made a concerted effort to actively learn more about the academic culture of the College and was excited to be a part of MCC. His contributions to the Board's governance will be missed.

b. The next Board of Trustees meeting will be held on April 27 in Monroe A&B at 4:30pm. It is expected that the Board will vote on the president's position.

III. Approval of Minutes: Minutes of March 26, 2009 Faculty Senate Meeting approved as written.

IV. Action Items

Curriculum action items:

1. PR8S Food Management, Certificate -motion passed.
2. PR10S Hospitality Management, AAS – motion passed
3. PR7S Hospitality Management, AAS – motion passed
4. PR9S Travel and Tourism, Certificate -motion passed

V. Standing Committee Reports

Academic Policies – C. Wendtland

No report.

Curriculum – A. Leopard

A. The Curriculum Committee approved the following proposals:

Four program revisions:

PR7S Hospitality Management, AAS

PR8S Food Management, Certificate

PR9S Travel and Tourism, Certificate
PR10S Hospitality Management, AAS

One new course:
NC2S Introduction to African-American Studies

Four course revisions:
CR35S TVL 251 Travel Sales and Marketing
CR36S PSY 215 Cognitive Psychology
CR38S BIO 235 Introduction to Human Disease
CR39S PHO 106 Photography I

Three course deactivations:
CD16S ENG 107 Money in Literature
CD17S PHY 143 Physics for Automotive Technologists
CD18S EMS 229 Critical Care Recertification

The Curriculum Committee has posted 4/ 2 – 4/16/2009:
Two new courses
NC3S SOC 205 African-American Family
NC4S ESL 208 English for Speakers of Other Languages:
 Medical Interpreting

Four Course Deactivations
CD19S GEG 116 Geology and History of the Erie Canal
CD20S MUS 152 Performance and Applied Music II
CD21S MUS 251 Performance and Applied Music III
CD22S MUS 252 Performance and Applied Music IV

B. The Curriculum Committee continues to work on the local General Education project.

NEG – H.Pierre-Philippe
No report.

SCAA – B. Connell
The SCAA ad hoc Committee for the Presidential Search has concluded their interviews of candidates and open hearings for the candidates with the College community have been completed. The committee's final report will be submitted to BOT Chair Ken Goode on April 17.

Planning – E. Grissing
The Committee will be meeting to hear interim progress reports from people who received strategic planning grants this year.

Professional Development – C. Powers
The Committee has reviewed the Hanson Award packets and the Professional Leave packets and has forwarded their recommendations to the Vice-President Glocker. The Committee is working on the June workshop and reviewing the college-wide professional development activities. In the fall, the Professional Development committee will provide an academic governance workshop for the EDU500 class.

VI. Student Announcements
None.

VII. Old Business
None.

VIII. New Business
None.

Meeting adjourned at 4:45 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the May 14, 2009 Faculty Senate meeting.



May 14, 2009

PRESENT: S. Adrion, J. Alas, L. Bartholome, P. Bishop, A. Burns, B. Connell, M. DiSano, M. Ernsthause, S. Fess, M. Fine, K. Foley, C. Forde, M. Fugate, E. Grissing, A. John, N. Karolinski, R. Kennedy, D. Leach, A. Leopard, A. Morris, S. Murphy (Secretary), J. Nelson, M. Ofsowitz, P. Peterson, H. Pierre-Philippe, M. Popovici, C. Powers, M. Rizzo, T. Schichler, D. Shaw, D. Smith, R. Steven, T. Tugel (President), T. Vinci, J. Waasdorp, S. Weider, C. Wendtland, S. Wexler, H. Wheeler (Vice-President), A. Wilson.

ABSENT: S. Batistta-Provost, D. Baxter, J. Case, J. Downer, S. Forsyth, J. McKenna, P. Ornt, E. Ripton, J. Striebich, H. Wynn-Preishe.

GUESTS: C. Abbott, D. Burke, E. Lanzafame, R. Rodriguez, J. Volland, M. Witz.

I. Meeting called to order: 3:34p.m.

Guest: Margaret Murphy, MCC's representative to the Faculty Council of Community Colleges (FCCC). Margaret and Carmen Powers attended the FCCC Spring Plenary session in March 2009. Many topics were discussed over the two day event. SUNY has created a web site for transfer and articulation but it does not include community colleges. FCCC passed a resolution asking the SUNY BOT to act on the Joint Committee on Transfer and Articulation recommendations. SUNY has created a new Chancellor's award for Classified Service and has developed new guidelines for the existing Chancellor's award. The FCCC is working with the SUNY University Faculty Senate to create a Retiree Service Corps to provide a central association for the approximately 15,000 retirees in the SUNY system. An executive committee has been formed and MCC's Tom Cooper (VaPA) will serve on that committee as the community college member. A SUNY assessment audit was completed by the NY Office of the Controller for four-year institutions only. SUNY is using CCSSSE; however, the FCCC passed a resolution to encourage campuses not to use it. Assessment information has been published out of context by CCSSSE. The SUNY University Faculty Senate passed a resolution asking the SUNY Provost to streamline the assessment process and work with the Senate to achieve this. The FCCC passed a resolution that called for a discontinuance of the current SUNY assessment. Margaret does not support the FCCC resolution and recommended to the Executive Committee a statement supporting streamlining rather than eliminating the process. Her recommendation, supported by the Executive Committee, is that SUNY refocus on a wider view of campus needs of assessment for accreditation and student success. The Undergraduate Committee has reviewed program review and the relationship between contact hours and credit hours. The old policy was written in 1976 before on-line courses. Other topics included: shared governance, General Education Assessment Review (GEAR), Higher Education Act, and K-12 collaboration. Here is additional SUNY information:

- When current searches end, 50% of SUNY presidents will have been on the job three years or less
- New web site to promote the quality of SUNY Community Colleges (NYCCAP project) is set to go live in May/June 2009 as part of the effort to change any negative perceptions of SUNY Community Colleges
- Workforce Development: monies from the U.S. Department of Labor should grow this area of the Community Colleges. Faculty are encouraged to participate in whatever way possible
- SUNY Board of Trustee Re-engineering SUNY Central Project is expected to make final recommendations by May 2009 and implement immediately. The plan proposes to make SUNY Central more efficient and better able to serve campuses

- New Chancellor-Three month campus visit tour of all 64 SUNY campuses (June – Aug.) which will include meetings with community leaders. Trusted associates from outside SUNY will “look at” SUNY Systems and brief the Chancellor. The Chancellor’s named priorities: Student mobility and K-12 collaboration.

Some additional information: MCC’s funding is 40% state, 47% student and 13% local. The Fashion Institute of Technology has a 56% local contribution. MCC is one of four colleges enrolling students from 61 of the 64 counties of NYS.

Q: Was there a reason given for why community colleges are eligible for the Distinguished Teaching Professor but not the Distinguished Professor?

A: The SUNY BOT is saying there is not the opportunity to do research in the way that four-year colleges are doing it.

C: There are many people at MCC that do research and publish just as much as anyone at the four-year college. The days of a teaching-only community college are over. Also, there is a rule that states that if you receive the Distinguished Professor Chancellor’s award you have to wait ten years before applying for another. This is exclusionary.

A: The FCCC is aware of this. The current SUNY BOT is not ready for change but perhaps the new Chancellor will promote these changes. Also, check to see if this rule is a SUNY rule or an MCC rule. MCC can institute more rules than SUNY.

II. Announcements (T. Tugel):

- Welcome to the senators elected to begin their term September 1 who are attending today’s meeting.
- The next Faculty Senate meeting has been changed to June 4 at 3:30pm in room 5-300.

III. Approval of Minutes: Minutes of April 16, 2009 Faculty Senate Meeting approved as written.

IV. Action Items

Curriculum action items:

1. NP2S Human Services, AS - motion passed.
2. PR14S Advanced Studies, Certificate – motion passed

V. Standing Committee Reports

Academic Policies – C. Wendtland

The Committee presented the Academic Calendar for 2011-2012. (See Addendum A for calendar) This will be voted on at the next meeting.

Curriculum – A. Leopard

A. The Curriculum Committee approved the following proposals:

Two New Courses

NC3S SOC 205 African-American Family

NC4S ESL 208 English for Speakers of Other Languages: Medical Interpreting

Four Course Deactivations

CD19S GEG 116 Geology and History of the Erie Canal

CD20S MUS 152 Performance and Applied Music II

CD21S MUS 251 Performance and Applied Music III

CD22S MUS 252 Performance and Applied Music IV

One New Program

NP2S Human Services, AS

One Program Revision

PR14S Advanced Studies, Certificate

The Curriculum Committee has posted 4/ 30 – 5/16/2009:

Four New Courses:

NC5S HMN 222 Seminar: Enduring Questions in the Humanities

NC6S PHL 108 World Religions: Western Traditions

NC7S PHL 109 World Religions: Eastern Traditions

NC8S HSP 280 Advanced Conference and Event Planning

Six Course Revisions:
CR14F CRJ 104 Criminal Law
CR43S ART 130 Sculpture I
CR44S ART 154 Drawing the Human Figure
CR45S ART 220 Painting II
CR48S BIO 231 Kinesiology
CR49S BIO 243 Myology
One Course Deactivation:
CD23S FPT 231 Volunteer Fire Service Management

B. The Curriculum Committee received the final report from the ad hoc committee on Assessment and Program Review from the chair Jason Mahar. Other committee members included Susan Baker, Assistant VP, Student Services; Stuart Blacklaw, Dean, Curriculum and Program Development; Michael Boester, Chemistry/Geosciences; Charlotte Downing, Director, Curriculum and Program Development; C. Thomas Gilbert, Office and Computer Programs; Michael Heel, Assessment Coordinator, Curriculum and Program Development; Kathy Lawton, Biology; Denee Martin, Visual and Performing Arts; Nayda Pares-Kane, Chair, Anthropology/History/Political Science/Sociology; and Deborah Seelos, Nursing. The committee will forward the report along with their recommendations to the Executive Committee. The committee continues to work on the local General Education project and will meet twice a week during June to work on the project.

NEG – H.Pierre-Philippe

Thank you to everyone who helped with the elections. Next year's officers will be Chris Abbott, President, Bonnie Connell, Vice-President, and Harry Pierre-Philippe, Secretary. Jessica Barone was elected as the Faculty Senate representative to the MCC Association Board of Trustees.

SCAA – B. Connell

1. The Committee approved Dr. Tyree's recommendation to change the reporting structure of the Homeland Security Management Institute from directly reporting to the President to reporting to Director of the Public Safety Training Facility.
2. Two members of SCAA are rejoining the search that has been reopened for the Assistant Vice President of Administrative Services.

Planning – E. Grissing

The Committee met to hear presentations from people who received strategic planning grants last year to be carried out this year. The reports were interesting and provided reinforcement to the purpose of the grants. The Committee will be writing a letter to the administration stating that these grants are very valuable to the College and to advocate the reinstatement of the strategic planning grants. This year the grants were suspended so there will be no funded projects next academic year.

Professional Development – C. Powers

1. Thank you to the Committee members for their extra efforts in attending meetings and completing work.
2. The report of the Senate role of Professional Development-Phase I is complete and will be presented to the Executive Committee.
3. The Awards workshop is June 19th from 12:00pm-1:00pm in the Empire Room. The purpose of the workshop is to inform people regarding the award process, the criteria of the awards, the relationship of each awards to the others, and to help people with the application process.
4. The Committee received four proposals for Leaves for Professional Advancement for the Benefit of the College. The Committee forwarded one proposal to Vice President Glocker and Dr. Tyree. In the end, no leaves were funded. Many issues surfaced during the process and the Faculty Senate will be looking at these concerns.

VI. Student Announcements

None.

VII. Old Business

1. The Executive Committee received a final report from the Ad Hoc Committee on Writing Competency and Prerequisites. The Committee members were Bill Drumright, Chair, Ann Bauer; Susan Carlson; Amanda Colosimo; Donna Cox; and Yulanda McKinney. The Committee was formed in 2008 and charged to investigate the possibility and advisability of establishing a minimum level of writing competency for courses across the curriculum which require students to write. This would include an examination of whether it is appropriate to require a minimum level of composition competency as a prerequisite and if appropriate, how should the level be determined for a particular course and how should it be determined that the student has met the composition competency requirement for the course. The Committee concluded that there is no reason to justify establishing a minimum level of competency for courses across the curriculum that requires students to write. The Committee has made the following recommendations:

1. Clarify and revise the definition of prerequisite
2. The Testing and Placement Committee should review and confirm Accuplacer placement scores to determine their accuracy in placing students in the appropriate Reading and Writing courses and create a policy to enforce Accuplacer placements.
3. Ask the English/Philosophy department to consider making for ENG 101 a definitive prerequisite of TRS 101 and TRS 103--if placement scores suggest that students need those courses.

These recommendations were forwarded to the Academic Policies Committee.

VIII. New Business

1. Last year the College Community overwhelming supported a statement of no confidence in the MCC Board of Trustees' commitment to conduct an effective, non-partisan presidential search. Based on this year's successful presidential search, the Executive Committee proposed the following resolution which will be voted on at the next meeting:

Resolution of Restored Confidence in the Monroe Community College Board of Trustees

WHEREAS, the Board of Trustees under the leadership of Mr. Richard Guon and Dr. Kenneth Goode conducted a presidential search that was transparent and free of political influence; and

WHEREAS, the Board of Trustees under the leadership of Mr. Richard Guon and Dr. Kenneth Goode invited and honored the recommendations for semi-finalist and finalist candidates put forth by both the Presidential Search Advisory Committee and the ad hoc committee to the Faculty Senate's Special Committee on Administrative Affairs; and

WHEREAS, the Board of Trustees welcomed and considered input from members of the College community attending open forums with the finalist candidates in the presidential search; and

WHEREAS, the Board of Trustees' unanimous vote recommending Dr. Anne Kress as Monroe Community College's fifth president demonstrated a Board unified among themselves and unified with the constituencies they are charged to govern; therefore, be it

RESOLVED, that the Monroe Community College Faculty Senate recognizes the collegial spirit in which the Board of Trustees carried out this year's presidential search process; and be it further

RESOLVED, that the Monroe Community College Faculty Senate proclaims its restored confidence in the Board of Trustees.

2. Jay Nelson-Two members of the English/Philosophy department had their proposals rejected for Leaves for Professional Advancement for the Benefit of the College. After having searched several administrative offices, he found that there is no history for at least the last 5 years on the leave proposals submitted and how many have been approved. He would like to propose that an ad hoc committee be formed to review the history and criteria of the leaves, the process' transparency and consistency of the decisions from year to year. Also, this committee could revise the resolution criteria to reflect the reality of the unwritten rules followed by the Committee and the administration and make sure that the candidates whose requests are denied are given honest specific details as to why the committee and/or administration was unable to support the proposal and to provide information so the individual may improve on the proposal and have a chance at a successful proposal in the future.

C: People want to see transparency in this process and ensure the process and criteria remain the same over the years.

C: If you want to start a policy you should start fresh. You don't want to go back because you just end up plugging loopholes. If you want to have a policy then it should start from this point forward.

T. Tugel: There have been similar issues in the past especially with administrative decisions based on Senate recommendations. The Senate has formed ad hoc committees, sometimes with administrative representatives, to investigate other Senate policies. It seems appropriate to consider one to ensure that we have a process for granting leaves that honors the policy's intent, is realistic and is transparent in its communication.

C: The FA contract should be thoroughly reviewed for this issue.

Meeting adjourned at 4:34 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the June 4, 2009 Faculty Senate meeting.

Addendum A

**Monroe Community College
Office of Academic Services**

**ACADEMIC CALENDAR
2011-2012**

FALL SEMESTER 2011 (SEPTEMBER 6- DECEMBER 22, 2011)

September 5*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, September 3)*
September 5	Monday	LABOR DAY - COLLEGE CLOSED
September 6	Tuesday	CLASSES BEGIN - Late Registration Fee Required
September 12	Monday	Last Day for 75% Refund of Tuition and Fees
September 12	Monday	Last Day to Add a Course without Instructor/ Departmental Approval (Green Slip)
September 19	Monday	Last Day for 50% Refund of Tuition and Fees
September 26	Monday	Last Day for 25% Refund of Tuition and Fees
September 26	Monday	Last Day Students May Drop Course(s)
September 27	Tuesday	Course Withdrawal Period Begins
November 23	Wednesday	Last Day for a Student to Withdraw from an Individual Course With a Grade of "W"
November 23	Wednesday	Last Day for Faculty to Recommend Course Withdrawals for Non-attendance
November 23	Wednesday	Evening Classes Do Not Meet (classes beginning 5:00 p.m. or later)
November 24-27	Thurs-Sun	THANKSGIVING RECESS - COLLEGE CLOSED (No-Classes)
November 28	Monday	CLASSES RESUME
December 16	Friday	Last Day of Classes
December 16	Friday	Last Day to Apply for a Program Change
December 16	Friday	Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of "W"
December 17-22	Sat-Thurs	FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES
December 26 - January 2	Monday- Monday	COLLEGE CLOSED
December 27	Tuesday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

INTERSESSION 2012 (JANUARY 3 – JANUARY 20, 2012)

January 2*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, December 23)*
January 3	Tuesday	CLASSES BEGIN - Late Registration Fee Required
January 4	Wednesday	Last Day for 90% Refund of Tuition and Fees
January 5	Thursday	No Refund of Tuition and Fees
January 6	Friday	Last Day Students May Drop Course(s)
January 7	Saturday	Course Withdrawal Period Begins
January 16	Monday	MARTIN LUTHER KING, JR. DAY - COLLEGE CLOSED
January 17	Tuesday	Last Day for a Student to Withdraw From an Individual Course

January 17	Tuesday	With a Grade of "W" Last Day for Faculty to Recommend Course Withdrawals for Non-Attendance
January 20	Friday	Last Day of Classes
January 26	Thursday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

SPRING SEMESTER 2012 (JANUARY 23 – MAY 24, 2012)

January 22*	Sunday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, January 21)*
January 23	Monday	CLASSES BEGIN - Late Registration Fee Required
January 27	Friday	Last Day to Add a Course without Instructor/Departmental Approval (Green Slip)
January 28	Friday	Last Day for 75% Refund of Tuition and Fees
February 3	Friday	Last Day for 50% Refund of Tuition and Fees
February 10	Friday	Last Day for 25% Refund of Tuition and Fees
February 10	Friday	Last Day Students May Drop Course(s)
February 11	Saturday	Course Withdrawal Period Begins
February 18**	Saturday	Winter Recess begins at the close of Saturday Classes**
February 19-26**	Sun - Sun	WINTER RECESS – NO CLASSES**
February 27	Monday	CLASSES RESUME
April 14**	Saturday	Spring recess begins at the close of Saturday classes**
April 15-22**	Sun - Sun	SPRING RECESS - NO CLASSES**
April 23	Monday	CLASSES RESUME
April 28*	Saturday	Last Day for a Student to Withdraw From an Individual Course With a Grade of "W" (Preceding Business Day is Friday, April 27)*
April 28*	Saturday	Last Day for Faculty to Recommend Course Withdrawals for Non-attendance (Preceding Business Day is Friday, April 27)*
May 18	Friday	Last Day of Classes
May 18	Friday	Last Day to Apply for a Program Change
May 18	Friday	Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of "W"
May 19-24	Sat - Thurs	FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES
May 28	Monday	MEMORIAL DAY - COLLEGE CLOSED
May 29	Tuesday	Final Grades Due by 12:00 noon - ALL COURSES
TBA		COMMENCEMENT

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

**Dates may be adjusted to match Monroe County Public School Calendars

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

SUMMER SESSION 2012

SESSION I

FIRST 5-WEEK DAY SESSION (MAY 29 – JUNE 29, 2012)

May 28	Monday	Memorial Day – COLLEGE CLOSED
May 28*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday May 25)*
May 29	Tuesday	CLASSES BEGIN-Late Registration Fee Required
May 30	Wednesday	Last Day for 90% Refund of Tuition and Fees
May 31	Thursday	No Refund of Tuition and Fees
June 4	Monday	Last Day Students May Drop Course(s)
June 5	Tuesday	Course Withdrawal Period Begins
June 23*	Saturday	Last Day for Students to Withdraw from Individual Courses in this Session via the Web with a Grade of “W” (Preceding Business Day is Friday, June 22)*
June 23*	Saturday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, June 22)*
June 29	Friday	Final Examination Period for First Five Week Session
June 29	Friday	Last Day of Classes for this Session
July 2	Monday	Final Grades Due by 12:00 noon - ALL COURSES
July 4	Wednesday	Independence Day– COLLEGE CLOSED

FIRST 6-WEEK EVENING SESSION (May 29 – July 6, 2012)

May 28*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, May 25)*
May 28	Monday	Memorial Day – COLLEGE CLOSED
May 29	Tuesday	CLASSES BEGIN-Late Registration Fee Required
May 30	Wednesday	Last Day for 90% Refund of Tuition and Fees
May 31	Thursday	No Refund of Tuition and Fees
June 5	Tuesday	Last Day Students May Drop Course(s)
June 6	Wednesday	Course Withdrawal Period Begins
June 28	Thursday	Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of “W”
June 28	Thursday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance
July 4	Monday	Independence Day – COLLEGE CLOSED
July 6	Friday	Last Day of Classes for this Session
July 9	Monday	Final Grades Due by 12:00 noon - ALL COURSES

SESSION II

SECOND 5-WEEK DAY SESSION (JULY 9 - AUGUST 10, 2012)

July 8*	Sunday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*
July 9	Monday	CLASSES BEGIN - Late Registration Fee Required

July 10	Tuesday	Last Day for 90% Refund of Tuition and Fees
July 11	Wednesday	No Refund of Tuition and Fees
July 14*	Saturday	Last Day Students May Drop Course(s) via the Web (Preceding Business Day is Friday, July 13)*
July 15	Sunday	Course Withdrawal Period Begins
August 4*	Saturday	Last Day for Students to Withdraw from Individual Courses in this Session via the Web with a Grade of "W" (Preceding Business Day is Friday, August 3)*
August 4*	Saturday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, August 3)*
August 10	Friday	Last Day of Classes for this Session
August 13	Monday	Final Grades Due by 12:00 noon - ALL COURSES

SECOND 6-WEEK EVENING SESSION (JULY 9– AUGUST 17, 2012)

July 8*	Sunday	Last Day Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*
July 9	Monday	CLASSES BEGIN - Late Registration Fee Required
July 10	Tuesday	Last Day for 90% Refund of Tuition and Fees
July 11	Wednesday	No Refund of Tuition and Fees
July 16	Monday	Last Day Students May Drop Course(s)
July 17	Tuesday	Course Withdrawal Period Begins
August 9	Thursday	Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of "W"
August 9	Thursday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance
August 17	Friday	Last Day to Apply for a Program Change
August 17	Friday	Last Day of Classes for this Session
August 20	Monday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details



June 4, 2009

PRESENT: S. Adrion, J. Alas, L. Bartholome, S. Batistta-Provost, A. Burns, B. Connell, M. Ernsthause, M. Fine, S. Forsyth, N. Karolinski, R. Kennedy, A. Leopard, A. Morris, J. McKenna, S. Murphy (Secretary), J. Nelson, M. Ofsowitz, P. Peterson, H. Pierre-Philippe, C. Powers, E. Ripton, T. Schichler, D. Shaw, D. Smith, R. Steven, T. Tugel (President), T. Vinci, C. Wendtland, H. Wheeler (Vice-President), A. Wilson, H. Wynn-Preishe.

ABSENT: D. Baxter, P. Bishop, J. Case, M. DiSano, J. Downer, S. Fess, K. Foley, C. Forde, M. Fugate, E. Grissing, A. John, D. Leach, P. Ornt, M. Popovici, M. Rizzo, J. Striebich, J. Waasdorp, S. Weider, S. Wexler.

GUESTS: C. Abbott, K. Affleck, J. Altre, S. Blacklaw, D. Burke, S. Callan, D. Cecero, C. Clarke, R. Condello, R. Connett, J. Ekis, C. Guess Bardques, J. Hill, M. Marino, S. Monshipour, G. Morgan, M. Murphy, M. Reyes, R. Rodriguez, Brenda Smith, S. Vrooman, M. Witz,

I. Meeting called to order: 3:35 p.m.

II. Guest Speaker-Dr. Larry Tyree, Interim President

Dr. Tyree expressed thanks and appreciation for the time he spent at MCC. He conveyed information received from RIT regarding their outstanding undergraduate scholars which represent 1% of RIT students. The undergraduate scholars are asked to identify a high school or community college teacher that is considered a role model and had a profound influence on them. There were three teachers from MCC named. They are: Albert Knebel, Scott Vrooman and John Wadach. Dr. Tyree reviewed key statistics and events of the past year: MCC had record enrollment, 28% of Monroe County high school graduates will attend MCC in the fall, the College is financially sound, NYS budget problems will impact the College, two new buildings were opened this year-Wolk Center for Excellence In Nursing and the PAC Center, however the College still needs to address the shortage of classroom space, and Dr. Tyree visited 22 classes and/or clinical settings. The MCC Board of Trustees will be meeting on June 8 and the 2009-2010 budget will be voted on. There will be no tuition increase next year. It is important to keep MCC accessible and affordable as possible. The portion of County funding is expected to be increased. Dr. Tyree stated that Maggie Brooks has been very supportive of the College. Applications for the fall are up 10%. Increased enrollment brings increased challenges for space, support services, class sizes and finding faculty to teach classes. MCC just announced the creation of the Academy for Veteran Success. It provides services for the veterans and their families. It will have a summer camp for children. It is anticipated that Dr. Anne Kress will start June 22. The new SUNY Chancellor will visit MCC on July 22. Dr. Tyree thanked the Faculty Senate for the work they have done this past year. The Senate plays a critical role in curriculum issues. The SCAA committee had a vital role in the presidential search process. Thank you for the warm welcome everyone gave and for the many memories.

III. All College Meeting- no questions were presented.

IV. Announcements (T. Tugel):

a. On behalf of the Faculty Senate, thank you to Dr. Tyree for his calming demeanor and leadership which helped MCC get back on track, have a successful presidential search, and be back to focusing on the important college issues. It has been an honor and a privilege to have him here at MCC.

b. Thank you to Ray Shea and the Planning Office for the refreshments today.

V. **Approval of Minutes:** Minutes of May 16, 2009 Faculty Senate Meeting approved as written.

VI. **Action Items**

1. Executive Committee action items:

Last year the College community overwhelmingly supported a statement of no confidence in the MCC Board of Trustees' commitment to conduct an effective, non-partisan presidential search. Based on this year's successful presidential search, the Executive Committee proposes the following resolution.

Resolution of Restored Confidence in the Monroe Community College Board of Trustees

WHEREAS, the Board of Trustees under the leadership of Mr. Richard Guon and Dr. Kenneth Goode conducted a presidential search that was transparent and free of political influence; and

WHEREAS, the Board of Trustees under the leadership of Mr. Richard Guon and Dr. Kenneth Goode invited and honored the recommendations for semi-finalist and finalist candidates put forth by both the Presidential Search Advisory Committee and the ad hoc committee to the Faculty Senate's Special Committee on Administrative Affairs; and

WHEREAS, the Board of Trustees welcomed and considered input from members of the College community attending open forums with the finalist candidates in the presidential search; and

WHEREAS, the Board of Trustees' unanimous vote recommending Dr. Anne Kress as Monroe Community College's fifth president demonstrated a Board unified among themselves and unified with the constituencies they are charged to govern; therefore, be it

RESOLVED, that the Monroe Community College Faculty Senate recognizes the collegial spirit in which the Board of Trustees carried out this year's presidential search process; and be it further

RESOLVED, that the Monroe Community College Faculty Senate proclaims its restored confidence in the Board of Trustees.

Motion passed.

2. Academic Policies Committee.

The Committee presented the 2011-2012 Academic Calendar. See Addendum A for entire calendar.

An amendment was made to remove references to program change dates. **Motion passed.**

A motion was made to accept the 2011-2012 Academic Calendar as amended. **Motion passed.**

VII. **Standing Committee Reports**

Academic Policies – C. Wendtland

Betsy Ripton gave an update on the practice of Registration and Records allowing a one-time late withdrawal. For this academic year, the R&R department discontinued this process and adhered to the deadline policy as stated in Resolution 1.1.6(2). Based on the lack of negative reactions from students, the current policy should not be revised..

Curriculum – A. Leopard

The Committee has no new postings or approvals to report. Thank you to the Curriculum Committee members for their service this year. In addition to reviewing proposals they have worked diligently on other charges, meeting weekly to handle the work load. The Committee will be meeting twice a week through

June to review course proposals and to continue work on the local general education project. Please check the database for postings of course proposals through the month of June.

NEG – H.Pierre-Philippe

The deadline for submitting committee assignments preferences is June 12.

SCAA – B. Connell

Two members of SCAA, Mark Ernsthause and Patti Ornt, served on the search committee for the Assistant VP of Administrative Services. The search committee has concluded and has forward the recommendation to the VP of Administrative Services.

Planning – A. Morris

No report.

Professional Development – C. Powers

The Awards workshop will be held on June 19 from 12:00pm-1:00pm in the Empire Room. Discussion will center on the NISOD, Hanson and Chancellor's awards. There will a brief overview of each and then open discussion.

VIII. Student Announcements

None.

IX. Old Business

None.

X. New Business

T. Tugel- Terri expressed thanks to the Faculty Senate for all the work completed during her tenure as president especially these last two years. The faculty need to remain vigilant especially with the mission of maintaining the academic integrity of the College given the pressures of increased enrollment, academic decisions based on convenience and "consumerism" attitude. Faculty need to be proud of the curriculum and the learning opportunities our students are receiving. There is no need to wait for a crisis to occur to show our true strength. There is no doubt that the Faculty Senate is an influential organization. During the course of Terri's four years as president, she has worked with 13 different faculty on the Executive Committee. These standing committee chairs and officers have given service above and beyond to the Senate. Five faculty have served the entire four years and several even before that-Holly Wheeler, Sue Murphy, Bonnie Connell, Annette Leopard and Ed Grissing. Terri officially passed the President's gavel to president-elect Chris Abbott and recognized next year's vice president, Bonnie Connell and secretary, Harry Pierre-Philippe.

B. Connell- The Senate thanks Terri for all her dedication and hard work.

Meeting adjourned at 4:25 p.m.

Respectfully submitted,

Terri Tugel
President

Susan Murphy
Secretary

Minutes approved at the September 24, 2009 Faculty Senate meeting.

Addendum A

**Monroe Community College
Office of Academic Services**

**ACADEMIC CALENDAR
2011-2012**

FALL SEMESTER 2011 (SEPTEMBER 6- DECEMBER 22, 2011)

September 5*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, September 3)*
September 5	Monday	LABOR DAY - COLLEGE CLOSED
September 6	Tuesday	CLASSES BEGIN - Late Registration Fee Required
September 12	Monday	Last Day for 75% Refund of Tuition and Fees
September 12	Monday	Last Day to Add a Course without Instructor/ Departmental Approval (Green Slip)
September 19	Monday	Last Day for 50% Refund of Tuition and Fees
September 26	Monday	Last Day for 25% Refund of Tuition and Fees
September 26	Monday	Last Day Students May Drop Course(s)
September 27	Tuesday	Course Withdrawal Period Begins
November 23	Wednesday	Last Day for a Student to Withdraw from an Individual Course With a Grade of "W"
November 23	Wednesday	Last Day for Faculty to Recommend Course Withdrawals for Non-attendance
November 23	Wednesday	Evening Classes Do Not Meet (classes beginning 5:00 p.m. or later)
November 24-27	Thurs-Sun	THANKSGIVING RECESS - COLLEGE CLOSED (No-Classes)
November 28	Monday	CLASSES RESUME
December 16	Friday	Last Day of Classes
December 16	Friday	Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of "W"
December 17-22	Sat-Thurs	FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES
December 26 - January 2	Monday-Monday	COLLEGE CLOSED
December 27	Tuesday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

INTERSESSION 2012 (JANUARY 3 – JANUARY 20, 2012)

January 2*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, December 23)*
January 3	Tuesday	CLASSES BEGIN - Late Registration Fee Required
January 4	Wednesday	Last Day for 90% Refund of Tuition and Fees
January 5	Thursday	No Refund of Tuition and Fees
January 6	Friday	Last Day Students May Drop Course(s)
January 7	Saturday	Course Withdrawal Period Begins

January 16	Monday	MARTIN LUTHER KING, JR. DAY - COLLEGE CLOSED
January 17	Tuesday	Last Day for a Student to Withdraw From an Individual Course With a Grade of "W"
January 17	Tuesday	Last Day for Faculty to Recommend Course Withdrawals for Non-Attendance
January 20	Friday	Last Day of Classes
January 26	Thursday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

SPRING SEMESTER 2012 (JANUARY 23 – MAY 24, 2012)

January 22*	Sunday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, January 21)*
January 23	Monday	CLASSES BEGIN - Late Registration Fee Required
January 27	Friday	Last Day to Add a Course without Instructor/Departmental Approval (Green Slip)
January 28	Friday	Last Day for 75% Refund of Tuition and Fees
February 3	Friday	Last Day for 50% Refund of Tuition and Fees
February 10	Friday	Last Day for 25% Refund of Tuition and Fees
February 10	Friday	Last Day Students May Drop Course(s)
February 11	Saturday	Course Withdrawal Period Begins
February 18**	Saturday	WINTER RECESS BEGINS AT CLOSE OF SATURDAY CLASSES**
February 19-26**	Sun - Sun	WINTER RECESS – NO CLASSES**
February 27	Monday	CLASSES RESUME
April 14**	Saturday	PRING RECESS BEGINS AT CLOSE OF SATURDAY CLASSES**
April 15-22**	Sun - Sun	SPRING RECESS - NO CLASSES**
April 23	Monday	CLASSES RESUME
April 28*	Saturday	Last Day for a Student to Withdraw From an Individual Course With a Grade of "W" (Preceding Business Day is Friday, April 27)*
April 28*	Saturday	Last Day for Faculty to Recommend Course Withdrawals for Non-attendance (Preceding Business Day is Friday, April 27)*
May 18	Friday	Last Day of Classes
May 18	Friday	Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of "W"
May 19-24	Sat - Thurs	FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES
May 28	Monday	MEMORIAL DAY - COLLEGE CLOSED
May 29	Tuesday	Final Grades Due by 12:00 noon - ALL COURSES
TBA		COMMENCEMENT

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

**Dates may be adjusted to match Monroe County Public School Calendars

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details

SUMMER SESSION 2012**SESSION I****FIRST 5-WEEK DAY SESSION (MAY 29 – JUNE 29, 2012)**

May 28	Monday	Memorial Day – COLLEGE CLOSED
May 28*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday May 25)*
May 29	Tuesday	CLASSES BEGIN-Late Registration Fee Required
May 30	Wednesday	Last Day for 90% Refund of Tuition and Fees
May 31	Thursday	No Refund of Tuition and Fees
June 4	Monday	Last Day Students May Drop Course(s)
June 5	Tuesday	Course Withdrawal Period Begins
June 23*	Saturday	Last Day for Students to Withdraw from Individual Courses in this Session via the Web with a Grade of “W” (Preceding Business Day is Friday, June 22)*
June 23*	Saturday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, June 22)*
June 29	Friday	Final Examination Period for First Five Week Session
June 29	Friday	Last Day of Classes for this Session
July 2	Monday	Final Grades Due by 12:00 noon - ALL COURSES
July 4	Wednesday	Independence Day– COLLEGE CLOSED

FIRST 6-WEEK EVENING SESSION (May 29 – July 6, 2012)

May 28*	Monday	Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, May 25)*
May 28	Monday	Memorial Day – COLLEGE CLOSED
May 29	Tuesday	CLASSES BEGIN-Late Registration Fee Required
May 30	Wednesday	Last Day for 90% Refund of Tuition and Fees
May 31	Thursday	No Refund of Tuition and Fees
June 5	Tuesday	Last Day Students May Drop Course(s)
June 6	Wednesday	Course Withdrawal Period Begins
June 28	Thursday	Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of “W”
June 28	Thursday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance
July 4	Monday	Independence Day – COLLEGE CLOSED
July 6	Friday	Last Day of Classes for this Session
July 9	Monday	Final Grades Due by 12:00 noon - ALL COURSES

SESSION II**SECOND 5-WEEK DAY SESSION (JULY 9 - AUGUST 10, 2012)**

July 8*	Sunday	Last Day for Dropping Courses via the Web with 100% Refund of
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July 9	Monday	Tuition and Fees (Preceding Business Day is Friday, July 6)* CLASSES BEGIN - Late Registration Fee Required
July 10	Tuesday	Last Day for 90% Refund of Tuition and Fees
July 11	Wednesday	No Refund of Tuition and Fees
July 14*	Saturday	Last Day Students May Drop Course(s) via the Web (Preceding Business Day is Friday, July 13)*
July 15	Sunday	Course Withdrawal Period Begins
August 4*	Saturday	Last Day for Students to Withdraw from Individual Courses in this Session via the Web with a Grade of "W" (Preceding Business Day is Friday, August 3)*
August 4*	Saturday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, August 3)*
August 10	Friday	Last Day of Classes for this Session
August 13	Monday	Final Grades Due by 12:00 noon - ALL COURSES

SECOND 6-WEEK EVENING SESSION (JULY 9– AUGUST 17, 2012)

July 8*	Sunday	Last Day Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*
July 9	Monday	CLASSES BEGIN - Late Registration Fee Required
July 10	Tuesday	Last Day for 90% Refund of Tuition and Fees
July 11	Wednesday	No Refund of Tuition and Fees
July 16	Monday	Last Day Students May Drop Course(s)
July 17	Tuesday	Course Withdrawal Period Begins
August 9	Thursday	Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of "W"
August 9	Thursday	Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance
August 17	Friday	Last Day to Apply for a Program Change
August 17	Friday	Last Day of Classes for this Session
August 20	Monday	Final Grades Due by 12:00 noon - ALL COURSES

*Weekend and holiday (Labor Day, Martin Luther King, Jr. Day, etc.) deadlines refer to transactions submitted via the Web. In person transactions must be completed by the preceding business day.

NOTE: All students who wish to receive a degree from Monroe Community College must file an "Intent to Graduate Application" upon registering for their last semester

NOTE: Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details