January 22, 2009


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


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 Ernsthausen 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  Susan Murphy
President      Secretary

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


**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  Susan Murphy
PresidentSecretary

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 appropriate 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


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

I. Meeting called to order: 3:39 p.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                     Susan Murphy
President                       Secretary

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


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          Susan Murphy
President            Secretary

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


I. Meeting called to order: 3:34 p.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 website 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 website 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):
a. Welcome to the senators elected to begin their term September 1 who are attending today’s meeting.
b. 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 award 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.
### ACADEMIC CALENDAR
2011-2012

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event and Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 5*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, September 3)*</td>
</tr>
<tr>
<td>September 5</td>
<td>Monday</td>
<td>LABOR DAY - COLLEGE CLOSED</td>
</tr>
<tr>
<td>September 6</td>
<td>Tuesday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>September 12</td>
<td>Monday</td>
<td>Last Day for 75% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 12</td>
<td>Monday</td>
<td>Last Day to Add a Course without Instructor/Departmental Approval (Green Slip)</td>
</tr>
<tr>
<td>September 19</td>
<td>Monday</td>
<td>Last Day for 50% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 26</td>
<td>Monday</td>
<td>Last Day for 25% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 26</td>
<td>Monday</td>
<td>Last Day Students May Drop Course(s)</td>
</tr>
<tr>
<td>September 27</td>
<td>Tuesday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>November 23</td>
<td>Wednesday</td>
<td>Last Day for a Student to Drop Course(s)</td>
</tr>
<tr>
<td>November 23</td>
<td>Wednesday</td>
<td>Last Day for a Student to Withdraw from an Individual Course With a Grade of “W”</td>
</tr>
<tr>
<td>November 23</td>
<td>Wednesday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals for Non-attendance</td>
</tr>
<tr>
<td>November 24-27</td>
<td>Thurs-Sun</td>
<td>Evening Classes Do Not Meet (classes beginning 5:00 p.m. or later)</td>
</tr>
<tr>
<td>November 28</td>
<td>Monday</td>
<td>CLASSES RESUME</td>
</tr>
<tr>
<td>December 16</td>
<td>Friday</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>December 16</td>
<td>Friday</td>
<td>Last Day to Apply for a Program Change</td>
</tr>
<tr>
<td>December 16*</td>
<td>Friday</td>
<td>Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of “W”</td>
</tr>
<tr>
<td>December 17-22</td>
<td>Sat-Thurs</td>
<td>FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES</td>
</tr>
<tr>
<td>December 26</td>
<td>Monday</td>
<td>COLLEGE CLOSED</td>
</tr>
<tr>
<td>January 2</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
<tr>
<td>December 27</td>
<td>Tuesday</td>
<td>COLLEGE CLOSED</td>
</tr>
</tbody>
</table>

*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)

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event and Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, December 23)*</td>
</tr>
<tr>
<td>January 3</td>
<td>Tuesday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>January 4</td>
<td>Wednesday</td>
<td>Last Day for 90% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>January 5</td>
<td>Thursday</td>
<td>No Refund of Tuition and Fees</td>
</tr>
<tr>
<td>January 6</td>
<td>Friday</td>
<td>Last Day Students May Drop Course(s)</td>
</tr>
<tr>
<td>January 7</td>
<td>Saturday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>January 16</td>
<td>Monday</td>
<td>MARTIN LUTHER KING, JR. DAY - COLLEGE CLOSED</td>
</tr>
<tr>
<td>January 17</td>
<td>Tuesday</td>
<td>Last Day for a Student to Withdraw From an Individual Course</td>
</tr>
<tr>
<td>Date</td>
<td>Day</td>
<td>Event</td>
</tr>
<tr>
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<tr>
<td>January 17</td>
<td>Tuesday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals for Non-Attendance</td>
</tr>
<tr>
<td>January 20</td>
<td>Friday</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>January 26</td>
<td>Thursday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
</tbody>
</table>

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**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)**

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

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**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)**

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

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

<table>
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<tr>
<th>Date</th>
<th>Day</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 28*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, May 25)*</td>
</tr>
<tr>
<td>May 28</td>
<td>Monday</td>
<td>Memorial Day – COLLEGE CLOSED</td>
</tr>
<tr>
<td>May 29</td>
<td>Tuesday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>May 30</td>
<td>Wednesday</td>
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<td>June 5</td>
<td>Tuesday</td>
<td>Last Day Students May Drop Course(s)</td>
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<tr>
<td>June 6</td>
<td>Wednesday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>June 28</td>
<td>Thursday</td>
<td>Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of “W”</td>
</tr>
<tr>
<td>June 28</td>
<td>Thursday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance</td>
</tr>
<tr>
<td>July 4</td>
<td>Monday</td>
<td>Independence Day – COLLEGE CLOSED</td>
</tr>
<tr>
<td>July 6</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>July 9</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
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**SESSION II**
**SECOND 5-WEEK DAY SESSION (JULY 9 - AUGUST 10, 2012)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 8*</td>
<td>Sunday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*</td>
</tr>
<tr>
<td>July 9</td>
<td>Monday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>Date</td>
<td>Day</td>
<td>Event Description</td>
</tr>
<tr>
<td>------------</td>
<td>------------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>July 10</td>
<td>Tuesday</td>
<td>Last Day for 90% Refund of Tuition and Fees</td>
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<td>July 11</td>
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<td>No Refund of Tuition and Fees</td>
</tr>
<tr>
<td>July 14*</td>
<td>Saturday</td>
<td>Last Day Students May Drop Course(s) via the Web (Preceding Business Day is Friday, July 13)*</td>
</tr>
<tr>
<td>July 15</td>
<td>Sunday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>August 4*</td>
<td>Saturday</td>
<td>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)*</td>
</tr>
<tr>
<td>August 4*</td>
<td>Saturday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, August 3)*</td>
</tr>
<tr>
<td>August 10</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>August 13</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 8*</td>
<td>Sunday</td>
<td>Last Day Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*</td>
</tr>
<tr>
<td>July 9</td>
<td>Monday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
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<tr>
<td>July 16</td>
<td>Monday</td>
<td>Last Day Students May Drop Course(s)</td>
</tr>
<tr>
<td>July 17</td>
<td>Tuesday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>August 9</td>
<td>Thursday</td>
<td>Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of “W”</td>
</tr>
<tr>
<td>August 9</td>
<td>Thursday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance</td>
</tr>
<tr>
<td>August 17</td>
<td>Friday</td>
<td>Last Day to Apply for a Program Change</td>
</tr>
<tr>
<td>August 17</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>August 20</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
</tbody>
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*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
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.

   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 Ernsthausen 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              Susan Murphy
President              Secretary

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

**2011-2012**

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 5*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 5</td>
<td>Monday</td>
<td>LABOR DAY - COLLEGE CLOSED</td>
</tr>
<tr>
<td>September 6</td>
<td>Tuesday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>September 12</td>
<td>Monday</td>
<td>Last Day for 75% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 12</td>
<td>Monday</td>
<td>Last Day to Add a Course without Instructor/Departmental Approval (Green Slip)</td>
</tr>
<tr>
<td>September 19</td>
<td>Monday</td>
<td>Last Day for 50% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 26</td>
<td>Monday</td>
<td>Last Day for 25% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>September 26</td>
<td>Monday</td>
<td>Last Day Students May Drop Course(s)</td>
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<tr>
<td>September 27</td>
<td>Tuesday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>November 23</td>
<td>Wednesday</td>
<td>Last Day for a Student to Withdraw from an Individual Course With a Grade of “W”</td>
</tr>
<tr>
<td>November 23</td>
<td>Wednesday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals for Non-attendance</td>
</tr>
<tr>
<td>November 24-27</td>
<td>Thurs-Sun</td>
<td>Evening Classes Do Not Meet (classes beginning 5:00 p.m. or later)</td>
</tr>
<tr>
<td>November 28</td>
<td>Monday</td>
<td>CLASSES RESUME</td>
</tr>
<tr>
<td>December 16</td>
<td>Friday</td>
<td>Last Day of Classes</td>
</tr>
<tr>
<td>December 16</td>
<td>Friday</td>
<td>Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of “W”</td>
</tr>
<tr>
<td>December 17-22</td>
<td>Sat-Thurs</td>
<td>FINAL EXAMINATION PERIOD FOR DAY, EVENING and SATURDAY CLASSES</td>
</tr>
<tr>
<td>December 26 - January 2</td>
<td>Monday-</td>
<td>COLLEGE CLOSED</td>
</tr>
<tr>
<td>December 27</td>
<td>Tuesday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
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**NOTE:** Deadlines are different for varied length courses. Please refer to the MCC Catalog for additional details.

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### INTERSESSION 2012 (JANUARY 3 – JANUARY 20, 2012)

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<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>January 2*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>January 3</td>
<td>Tuesday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>January 4</td>
<td>Wednesday</td>
<td>Last Day for 90% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>January 5</td>
<td>Thursday</td>
<td>No Refund of Tuition and Fees</td>
</tr>
<tr>
<td>January 6</td>
<td>Friday</td>
<td>Last Day Students May Drop Course(s)</td>
</tr>
<tr>
<td>January 7</td>
<td>Saturday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
</tbody>
</table>
### 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”

**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

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

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

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<thead>
<tr>
<th>Date</th>
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</tr>
</thead>
<tbody>
<tr>
<td>January 22*</td>
<td>Sunday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, January 21)*</td>
</tr>
<tr>
<td>January 23</td>
<td>Monday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>January 27</td>
<td>Friday</td>
<td>Last Day to Add a Course without Instructor/Departmental Approval (Green Slip)</td>
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<tr>
<td>January 28</td>
<td>Friday</td>
<td>Last Day for 75% Refund of Tuition and Fees</td>
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<tr>
<td>February 3</td>
<td>Friday</td>
<td>Last Day for 50% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>February 10</td>
<td>Friday</td>
<td>Last Day for 25% Refund of Tuition and Fees</td>
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<tr>
<td>February 10</td>
<td>Friday</td>
<td>Last Day Students May Drop Course(s)</td>
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<tr>
<td>February 11</td>
<td>Saturday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>February 18**</td>
<td>Saturday</td>
<td>WINTER RECESS BEGINS AT CLOSE OF SATURDAY CLASSES**</td>
</tr>
<tr>
<td>February 19-26**</td>
<td>Sun-Sun</td>
<td>WINTER RECESS – NO CLASSES**</td>
</tr>
<tr>
<td>February 27</td>
<td>Monday</td>
<td>CLASSES RESUME</td>
</tr>
<tr>
<td>April 14**</td>
<td>Saturday-Sunday</td>
<td>SPRING RECESS BEGINS AT CLOSE OF SATURDAY CLASSES**</td>
</tr>
<tr>
<td>April 15-22**</td>
<td>Sun-Sun</td>
<td>SPRING RECESS - NO CLASSES**</td>
</tr>
<tr>
<td>April 23</td>
<td>Monday</td>
<td>CLASSES RESUME</td>
</tr>
<tr>
<td>April 28*</td>
<td>Saturday</td>
<td>Last Day for a Student to Withdraw From an Individual Course With a Grade of “W” (Preceding Business Day is Friday, April 27)*</td>
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<td>May 18</td>
<td>Friday</td>
<td>Last Day of Classes</td>
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<td>May 18</td>
<td>Friday</td>
<td>Last Day for a Student to Process a Complete Withdrawal from the College with a Grade of “W”</td>
</tr>
</tbody>
</table>
| May 19-24  | Saturday-Thursday | 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)**

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<thead>
<tr>
<th>Date</th>
<th>Day of Week</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>May 28</td>
<td>Monday</td>
<td>Memorial Day – COLLEGE CLOSED</td>
</tr>
<tr>
<td>May 28*</td>
<td>Monday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday May 25)*</td>
</tr>
<tr>
<td>May 29</td>
<td>Tuesday</td>
<td>CLASSES BEGIN-Late Registration Fee Required</td>
</tr>
<tr>
<td>May 30</td>
<td>Wednesday</td>
<td>Last Day for 90% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>May 31</td>
<td>Thursday</td>
<td>No Refund of Tuition and Fees</td>
</tr>
<tr>
<td>June 4</td>
<td>Monday</td>
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<td>Saturday</td>
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<tr>
<td>June 23*</td>
<td>Saturday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, June 22)*</td>
</tr>
<tr>
<td>June 29</td>
<td>Friday</td>
<td>Final Examination Period for First Five Week Session</td>
</tr>
<tr>
<td>June 29</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>July 2</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
<tr>
<td>July 4</td>
<td>Wednesday</td>
<td>Independence Day– COLLEGE CLOSED</td>
</tr>
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</table>

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

<table>
<thead>
<tr>
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<tbody>
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<td>Independence Day– COLLEGE CLOSED</td>
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<tr>
<td>July 6</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
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<td>July 9</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
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#### SESSION II

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

<table>
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<tr>
<th>Date</th>
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<td>July 8*</td>
<td>Sunday</td>
<td>Last Day for Dropping Courses via the Web with 100% Refund of</td>
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<tr>
<td>Date</td>
<td>Day</td>
<td>Event</td>
</tr>
<tr>
<td>------------</td>
<td>-----------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>July 9</td>
<td>Monday</td>
<td>Tuition and Fees (Preceding Business Day is Friday, July 6)*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
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<td>July 10</td>
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<td>July 14*</td>
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<td>August 4*</td>
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<tr>
<td>August 4*</td>
<td>Saturday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance via the Web (Preceding Business Day is Friday, August 3)*</td>
</tr>
<tr>
<td>August 10</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>August 13</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>SECOND 6-WEEK EVENING SESSION (JULY 9– AUGUST 17, 2012)</strong></td>
</tr>
<tr>
<td>July 8*</td>
<td>Sunday</td>
<td>Last Day Dropping Courses via the Web with 100% Refund of Tuition and Fees (Preceding Business Day is Friday, July 6)*</td>
</tr>
<tr>
<td>July 9</td>
<td>Monday</td>
<td>CLASSES BEGIN - Late Registration Fee Required</td>
</tr>
<tr>
<td>July 10</td>
<td>Tuesday</td>
<td>Last day for 90% Refund of Tuition and Fees</td>
</tr>
<tr>
<td>July 11</td>
<td>Wednesday</td>
<td>No Refund of Tuition and Fees</td>
</tr>
<tr>
<td>July 16</td>
<td>Monday</td>
<td>Last Day Students May Drop Course(s)</td>
</tr>
<tr>
<td>July 17</td>
<td>Tuesday</td>
<td>Course Withdrawal Period Begins</td>
</tr>
<tr>
<td>August 9</td>
<td>Thursday</td>
<td>Last Day for Students to Withdraw from Individual Courses in this Session with a Grade of “W”</td>
</tr>
<tr>
<td>August 9</td>
<td>Thursday</td>
<td>Last Day for Faculty to Recommend Course Withdrawals from this Session for Non-attendance</td>
</tr>
<tr>
<td>August 17</td>
<td>Friday</td>
<td>Last Day to Apply for a Program Change</td>
</tr>
<tr>
<td>August 17</td>
<td>Friday</td>
<td>Last Day of Classes for this Session</td>
</tr>
<tr>
<td>August 20</td>
<td>Monday</td>
<td>Final Grades Due by 12:00 noon - ALL COURSES</td>
</tr>
</tbody>
</table>

*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
September 24, 2009


ABSENT: G. Fazekas, K, Foley, K. Graves, P. Peterson, B. Ripton, C. Sardone, S. Weider


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

II. Announcements (C. Abbott)
   a. C. Abbott welcomed everyone to the first Faculty Senate meeting of the 2009-2010 academic year.
   b. Introduced the new senators, presented them with gifts on behalf of the Faculty Senate, and thanked them for their service.
   c. Asked David Shaw to serve again as parliamentarian. He has accepted.
   d. Introduced the Chairs of the 6 standing committees, who will be part of the Executive Committee. They do need to be affirmed by the Senate. A motion was made to affirm the Executive Committee. **Motion passed.**
   e. Reiterated and supported the message sent by VP Glocker regarding the potential H1N1 flu outbreak. She encouraged all faculty to be flexible in their attendance policy should the need arise.
   f. Reminded everyone that should it become necessary for a department/area to replace their senator, please review the procedure listed in Section VII of the Bylaws.
   g. The call for volunteers for the Ad Hoc committees has generated an overwhelming response. She thanked all who volunteered and the EC will be working on putting the committees together in the next few weeks.
   h. Met with Dr. Kress and discuss the Faculty Senate agenda for 2009-2010. Dr. Kress will be attending an EC meeting in October and the November Faculty Senate meeting.
   i. Wanted to publicly thank Terri Tugel for her hard work and dedication to the Senate for the last 4 years. She did a great job. Also wanted to thank Terri for her guidance through this transition.
III. **Approval of Minutes**: Minutes of June 4, 2009 Faculty Senate Meeting approved as written.

IV. **Standing Committee Reports**

**Academic Policies – E. Grissing**
- The Ad Hoc Committee on Writing Competency Prerequisites – decided it was not necessary to enforce writing prerequisites for higher level courses, because the data doesn’t indicate any particular difference across the college on students’ success.
- The Ad Hoc Committee made some recommendations for changes to the APC section of the Faculty Senate resolutions. The APC will review and discuss those recommendations.

**Curriculum – M. Ernsthausen**
The Curriculum Committee has given final approval to the following:

- **One new course:**
  
  NC9S  HIS 288  The Soldier, US Society, and War: A Historical Perspective

The Curriculum Committee has posted the following for review 9/15/09 – 9/29/09

**One program revision:**
- PR18S Performing Arts: Music

**25 course deactivations**
- CD1F Court Reporting Courses: CRT 101,102,103,112,113,201,202,203
- CD3F PE 102 Personal Fitness for Professional Firefighter
- CD4F PEC 198 Co-Ed Water Safety
- CD5F PEM 134 Soccer
- CD6S PEC 149 Co-Ed Tennis
- CD7S PEM 136 Volleyball/Basketball
- CD8F PEM 138 Floor Hockey
- CD9S PPE 165 Theory/Technique of Aquatic Instruction (WSI)
- CD10S PPE 172 Physical Fitness Testing
- CD11F PEC 134 Co-Ed Soccer
- CD12F PEC 132 Co-Ed Basketball
- CD13F PEC 136 Co-Ed Volleyball/Basketball
- CD27S HIM 275 Medicolegal Aspects of Medical Transcription
- CD42S INT 208 Instrument Electronics
- CD52S DEN 221 Community Dentistry
- CD53S PSP 118 Peace Officer
- CD54S ART 191 Art History Video – Impressionism
- CD55S ART 192 Art History Video – Women Artists
- CD56S ART 193 Art History Video – 20th Century
- CD57S HIM 276 Professional Readiness for Medical Transcription
CD58S HIM 278 Advanced Medical Transcription
CD60S PEH 101 Handicapped P.E. I
CD61S PEH 102 Handicapped P.E. II
CD62S PEH 103 Handicapped P.E. III
CD63S PEH 104 Handicapped P.E. IV

8 course revisions
CR58S ACD 141 Alcoholism/Chemical Dependency Treatment Modalities
CR59S ACD 142 Alcoholism/Chemical Dependency and the Family System
CR60S ACD 143 Alcoholism/Chemical Dependency Counseling Skills
CR61S ACD 144 Alcoholism/Chemical Dependency/Substance Abuse Group Counseling Skills
CR62S ACD 145 Special Issues in the Field of Alcoholism/Chemical Dependency/Substance Abuse

CR55S CSC 103 Instruction to Data Structures
CR56S CIS 223 Computer Programming – C++
CR57S CIS 225 Advanced Java

Future business:
We have been discussing the report from the add-hoc committee on the departmental review process. I will be submitting our response to the Executive Committee next week.

We also will be looking at the report from the ad hoc committee on SUNY Gen Ed.

NEG – A. Morris
- Presented the proposed edit to the SCAA section of the Bylaws - (Article 9-Section 2-E. 2) To remove the ‘evaluation of department chairs‘ from that section. He encouraged the senators to share the information with their constituents. For any further questions or discussion, an open hearing has been scheduled for Friday, October 9th 2009, College Hour, in 6-333.

SCAA – M. Fine
- No report

Planning – D. Shaw
- No report.

Professional Development – C. Powers
- Thanked her committee for their hard work and diligence. They have been meeting since the first week of classes.
- A sub-committee of the PD will continue to work on clarifying the criteria for the various awards. The full committee will review their recommendations and submit a report to the EC.
- Teresa Schichler is heading up Phase 2-Evaluating the role of Faculty Senate in professional development.
- There will be an Ad Hoc Committee for Review of Professional Leaves
V. **Student Announcements**
   - Simon Ruhundi – Deputy Speaker, mentioned several events that were being sponsored by Student Government (9/11 Ceremony, Blood Drive in October, Constitution Day)
   - He encouraged faculty to support a flexible attendance policy with regard to the potential H1N1 flu outbreak

VI. **Old Business**
   None

VII. **New Business (C. Abbott)**
   It was brought to the EC attention that traditionally the Curriculum Committee has had an English department senator on the committee. Rather than rearranging all committee assignments, the EC felt that adding an Ad Hoc member to the committee was appropriate. Holly Wheeler has agreed to join the CC. The Senate does need to approve her. A motion was made that Holly Wheeler be approved as an Ad Hoc member of the Curriculum Committee. **Motion Passed.**

Meeting adjourned at 4:00 p.m.

Respectfully submitted,

Chris Abbott H. Pierre-Philippe
President Secretary

Minutes approved at the October 22, 2009 Faculty Senate meeting.

ABSENT: C. Abbott (President), L. Bartholome, B. Dery, K. Graves, M. Popovici, B. Ripton, C. Sardone, S. Weider, H. Williams, A. Wilson, H. Wynn-Preische

GUESTS: D. Burke, S. Blacklaw, D. Cecero, S. Forsyth, A. Leopard, E. Morris, R. Rigoni, M. Pentz, E. Putnam, A. Smalls

I. Meeting called to order: 3:35PM

II. Lee Struble and Leah Santirocco Forregano

Smoking policy is in its second year. They have made some adjustments to the smoking areas. For example, the front loop smoking area has been pushed back to accommodate both the traffic patterns and a smoking area. He is glad that MCC has a policy, but they don't have the staff to effectively 'police' all college areas. The first phase of the program was education, letting the students know the designated smoking areas on campus. They are at the enforcement stage, student s are being 'ticketed' and sent to Student Services. He encourages faculty to contact Public Safety if they have any issues, such as relocation of the smoking area, enforcement of the policy at non-designated area, and handle repeat offender. That message was reiterated by Diane Cecero, who urged us to avoid any possible faculty-student confrontation – contact Public Safety to handle any smoking related issues. Lee Struble will be attending the December Senate meeting to discuss the initiatives of the Civility Committee. One of the important programs is Making Courtesy Common (MCC), which is designed to train faculty and staff how to get voluntary compliance when dealing with or observing any uncivil behaviors. There will be 4 training sessions, the first of which is scheduled for Damon City Center. He believes that increased civility will also help in enforcing the Smoking Policy.
He answered several questions, but really stressed that faculty should contact Public Safety to resolve any issues.

III. **All College Meeting:**
No questions or concerns were presented.

IV. **Announcements** (B. Connell)
   a. Lee Strubble and Dick Stewart will be attending the December Faculty Senate meeting to discuss the initiatives of the Civility Committee.
   b. Ad Hoc Committee to Review Professional Leave has been formed and they will begin their work next week. Donna Cox and Pete Collinge have agreed to be co-chair of the committee. Bonnie thanked all those who volunteered.
   c. Ad Hoc Committee on Assessment and Program Review will be finalized within the next couple of weeks.

V. **Approval of Minutes:**
Minutes of September 24th, 2009 Faculty Senate Meeting approved as written.

VI. **Action Items:**
   1. NEG Committee
      (Article 9-Section 2-E. 2) To remove the statement ‘evaluation of department chairs’ from the duties of SCAA. **Motion passed.**
   2. Curriculum Committee
      **R18S** Performing Arts: Music – **Motion passed**
      **PR1F** Air Conditioning Technology: Heating and Ventilation – **Motion passed**
      **PD3S** Medical Transcription, Certificate – **Motion passed**

VII. **Standing Committee Reports:**

**Academic Policies – E. Grissing**
In response to concerns expressed by the Ad Hoc Committee on Writing Competency Prerequisites, APC has been discussing Resolution 1.2.3, trying to come with better language than what currently exists in the resolution. They want to avoid the use of the words ‘average student’ in describing what prerequisites are supposed to do. An electronic version of APC’s recommendations will be sent out, so that the information can be shared with your constituents.
The Ad Hoc Committee also recommended that APC review some issues regarding placement testing. APC will be meeting with representatives from Counseling and Advising and Admissions at their next meeting to begin discussion regarding these issues.
Curriculum – M. Ernsthauen

The curriculum Committee has given final approval to the following:

Two Program Revisions
PR18S  Performing Arts: Music
PR1F  Air Conditioning Technology: Heating and Ventilation

One Program Deactivations
PD3S  Medical Transcription, Certificate

Twelve course revisions
CR1F  HSP 202  Banquet and Event Planning
CR4F  MET 206  Engineering Materials
CR5F  MET 208  Technical Mechanics, Dynamics
CR58S  ACD 141 Alcoholism/Chemical Dependency Treatment Modalities
CR59S  ACD 142 Alcoholism/Chemical Dependency and the Family System
CR60S  ACD 143 Alcoholism/Chemical Dependency Counseling Skills
CR61S  ACD 144 Alcoholism/Chemical Dependency/Substance Abuse Group Counseling Skills
CR62S  ACD 145 Special Issues in the Field of Alcoholism/Chemical Dependency/Substance Abuse
CR55S  CSC 103 Instruction to Data Structures
CR56S  CIS 223 Computer Programming – C++
CR57S  CIS 225 Advanced Java
CR63S  ACD 146  Alcohol/Chemical Dependency Internship Seminar

Twenty-nine course deactivations
CD1F  Court Reporting Courses: CRT 101,102,103,112,113,201,202,203
CD3F  PE 102 Personal Fitness for Professional Firefighter
CD4F  PEC 198 Co-Ed Water Safety
CD5F  PEM 134 Soccer
CD6F  PEC 149 Co-Ed Tennis
CD7S  PEM 136 Volleyball/Basketball
CD8F  PEM 138 Floor Hockey
CD9S  PPE 165 Theory/Technique of Aquatic Instruction (WSI)
CD10S  PPE 172 Physical Fitness Testing
CD11F  PEC 134 Co-Ed Soccer
CD12F  PEC 132 Co-Ed Basketball
CD13F  PEC 136 Co-Ed Volleyball/Basketball
CD14F  CHE 154  Lab Techniques for Chemical Technicians
CD15F  CHE 153  Chemistry Problem Solving by Computer
CD16F  PEC 160  Rock Climbing
One new Course
    NC12S  HVA 275  Modern Welding Techniques

The curriculum committee has posted the following items until 10/27:

Two New Courses
    NC1F  ENG 283  Reading Graphic Literature
    NC2S  ART 102  Fine Arts: Theory and Practice

There will be an open hearing to discuss the Individual Studies program on October 23rd, 2009 in 8-300

NEG – A. Morris
    •  No report

SCAA – M. Fine
    •  No report

Planning – D. Shaw
    •  No report.

Professional Development – C. Powers
The Committee is working on some of the recommendations from last year’s award workshop, providing clarification for MCC’s 3 major awards and feedback to the nominators. NISOD is the only developmental award available to junior faculty. The new criteria have been distributed and the packets are due on November 2nd. The committee has also finished its work on the Chancellor’s award, but can’t make any changes, as it is a SUNY award. The committee did recommend that candidates for this award should have at least 10 years of service at MCC. The Committee will be reviewing the Hanson award soon.
After the selection process, the committee is willing to provide feedback to any interested nominators or candidates.

VIII Student Announcements:
- Jessica Monroe – Service Club Senator
  SGA is working on putting ‘thought boxes’ around campus to get students ideas, needs and concerns. Also sponsored a Sustainability Day and she felt it was very successful.

IX Old Business
None

X New Business
None

Meeting adjourned at 4:15 p.m.

Respectfully submitted,

Chris Abbott  H. Pierre-Philippe
President  Secretary

Minutes approved at the November 19, 2009 Faculty Senate meeting.
November 19, 2009


**ABSENT:** M. Bower, S. Crews, B. Dery, G. Fazekas, K. Foley, C. Forde, S. Hagreen, N. Karolinski, J. McKenna, A. Morris, S. Batista-Provost, R. Steven,

**GUESTS:** D. Burke, S. Blacklaw, D. Cecero, K. Collins, T. Keys, T. Vinci, C. Belle-Isle, J. Ekis

**I. Meeting called to order:** 3:35PM

**II.** Stuart Blacklaw and Janet Ekis
They have been working to purchase an online version of the college catalog. They demonstrated an interactive version which looks like the current paper version, but has some useful features. The following are some of the benefits of the online catalog: can ‘bookmark’ pages that are used often; can highlight certain programs; can place ‘sticky notes’ on pages; can magnify or zoom in; can allow for full screen view, but that may limit some functionality features; can translate the book into several other languages.
They are working with the vendor to see if the online version can be automatically updated when changes are made.
They are encouraging everyone to try out the system. This online version would not replace the current catalog, but may, in the future, reduce the numbers that are printed.

**III. Announcements (C. Abbott)**

a. Dr Kress has formed a college-wide Budget Resource Committee, which is designed to provide input and perspective on budgetary issues and process. Darryll Jachim-Moore, Assistant Vice-President, Administrative Affairs has asked for a Faculty Senate representative on this committee and Bonnie Connell has agreed to serve.
b. C Abbott recently met with Ray Shea, Assistant to the President, to discuss various items on the Senate’s agenda for this year. Among them was the need to maintain an open line of communication between the Senate and the Board of Trustees. To that end, a breakfast meeting will be planned for the spring semester for members of the Senate Executive Committee and the Board of Trustees.

c. Would like to congratulate Andy Morris (NEG, Chair) and his wife on the birth of their new daughter.

V Approval of Minutes:
Minutes of October 22nd, 2009, All College Faculty Senate Meeting approved as written.

VI Action Items:

Curriculum M. Ernsthausen
Program Deactivation: Court Reporting
PD4S Court Reporting Certificate - Motion passed

Program Revision: Interior Design
PR2F Interior Design, AAS - Motion passed

New Program: Individual Studies
NP1s Individual Studies Program, AS - Motion passed

Academic Policies - E. Grissing

Resolution 1.2.3 Course Prerequisites

Present wording (1): “Prerequisites shall be established to ensure the necessary knowledge base so that the average student is prepared to begin a given course.”
Suggested rewording (1): “Prerequisites shall be established to ensure the necessary knowledge base so that every student has the opportunity to be prepared to begin a given course.”
Rationale for change: Desire to avoid the words “average student”; attempt to express the belief that the individual student shares a responsibility to be prepared to begin a given course. Motion passed

Present wording (2): “Recommended preparatory courses shall be listed in the College Catalog/Student Handbook separately from the prerequisites. In many cases, a student’s performance in a course could be improved if the student had certain prior preparation; however, the lack of such preparation would not prevent the average student from passing the course.”
Suggested rewording (2): “Recommended preparatory courses shall be listed in the College Catalog/Student Handbook separately from the prerequisites. In many cases, a student’s performance in a course could be improved if the student had certain prior preparation; however, the lack of such preparation would not prevent the student from successfully completing the course.”
Rationale for change: Avoid the words “average” and “passing.” “Successfully completing the course” can be interpreted more broadly as a “D-” for someone who just needs elective/distribution credit for a particular course and as a “C” for someone else who needs that course for transfer credit. Motion passed
VII Standing Committee Reports:

Academic Policies – E. Grissing
The Testing Committee has been reactivated by Peter Osborn, Assistant Director of Counseling and Advising. The committee will be meeting in two weeks to reexamine some of the issues that have been raised regarding Accuplacer and testing. If you have any concerns about testing or Accuplacer, please submit them to APC and they will be placed on the committee’s agenda for discussion.

2012 - 2013 academic calendar has been sent to APC for inspection. They have reviewed it and it will be sent to all very soon, and voted on at the December Senate meeting.

Curriculum – M. Ernsthausen
The curriculum Committee has given final approval to the following:

One Program Revision
   PR2F Interior Design, AAS

One Program Deactivations
   PD4S Court Reporting, Certificate

Ten Course Revisions
   CR1F HSP 202 Banquet and Event Planning
   CR2F MET 105 Machine Design Theory I
   CR3F MET 206 Machine Design Theory II
   CR4F MET 206 Engineering Materials
   CR5F MET 208 Technical Mechanics, Dynamics
   CR12F CRJ 211 Community Values and the Administration of Justice
   CR13F CRC 120 Introduction to Medical Information Processing
   CR17F CPT 215 Data Communications and Networking
   CR18F CPT 115 Introduction to Networks
   CR63S ACD 146 Alcohol/Chemical Dependency Internship Seminar

Eighteen Course Deactivations
   CD1F CRT 101, 102, 103, 112, 113, 201, 202, 203 Court Reporting Courses
   CD14F CHE 154 Lab Techniques for Chemical Technicians
   CD15F CHE 153 Chemistry Problem Solving by Computer
   CD16F PEC 160 Rock Climbing
   CD17F CHE 111 Contemporary Topics in Chemistry
CD20F ART 192 Art History Video – Women Artists
CD21F ART 170 Introduction to Western Architecture

Four New Courses
NC1F ENG 283 Reading Graphic Literature
NC2F ART 102 Fine Arts: Theory and Practice
NC3F ATP 139 Applied Automotive Techniques
NC4F FSA 286 International Cuisine: Advanced Food Prep

The curriculum committee has posted the following items until 11/24:
NC5F PSY 180 Fundamentals of APA Style

The curriculum committee has posted the following items until 12/1:
NP1F Diversity and Community Studies, AS

NEG – L. Bartholome
• No report

SCAA – M. Fine
• No report

Planning – D. Shaw
• No report.

Professional Development – C. Powers
a. As part of our continuing efforts to maintain open communications, C. Abbott, C. Powers and M. Ernsthausen presented to the class for new faculty (EDU 500), regarding the importance of being a good institutional citizen and shared governance.

b. The Committee has been meeting and reviewing NISOD packets. We have concluded our deliberations, and have sent forward the recommendations. An announcement will be forthcoming from President Kress’ office in early December.

c. We are putting together a workshop on ‘Workplace Bullying’. As the details are finalized, we will notify you. It will be scheduled for June 2010.

d. We have been working on the awards clarifying intent and language. We made great progress with NISOD; clarified the language in the Chancellor’s award even though it is defined by SUNY; and we are currently working on Hanson and Professional Service. We are looking at amending the resolution for Hanson to include language allowing for more than one (1) award winner. This would allow, for the rare times that candidates are equally qualified - in other
words, tied. The awards are exceptionally meaningful and we don’t want to dilute them; however in rare and extraordinary circumstance, more than one award may be granted. The amendment to this resolution will be voted on at the December Senate meeting.

VIII Student Announcements:
• Simon Ruhindi
  a. Thanked the Senate, on behalf of the Student Government, for their willingness to be flexible in their attendance policy with regard to the potential H1N1 flu outbreak.
  
b. Working in conjunction with the library on a project called ‘Books that Make a Difference’. They will showcase students’ favorite books along with an interview and picture of the student. They hope that the project will encourage more students to read for both personal and academic reasons.

IX Old Business
None

X New Business
None

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

Chris Abbott          H. Pierre-Philippe
President              Secretary

Minutes approved at the December 17, 2009 Faculty Senate meeting.
December 17, 2009


GUESTS: A. Andreu, D. Burke, S. Blacklaw, P. Burgess, K. Collins, G. Egan, F. Rinehart,

I. Meeting called to order: 3:35PM

II. Dr. Anne Kress, President, Monroe Community College
Attended the meeting and shared her impressions of Rochester and Monroe Community College. She is happy to be here. MCC is well known and strongly impacts the community, but we need to maintain and increase our relationship with the community-get community members on the campus as often as possible. She thanked all for their hard work on behalf of the students. The following topics were discussed: impact of enrollment growth on the institution, community college baccalaureate degrees, enrollment and admissions process, students and technology needs, flexible work schedule (i.e. 4 day work week), maintaining and building on a downtown campus, possible centers in other counties, tuition increase, overall college budget.

Dr. Kress also talked about the newly formed Budget Resource Committee. She wants the college community to have an opportunity to provide input into services to better serve students. She would be glad to come back to provide updates on college related topics.

Donna Burke, Assistant to the Vice President of Academic Affairs

Student Opinions of Course and Faculty Survey Background Information
In Spring 2002 a Faculty Senate ad hoc committee was formed to evaluate and redesign the survey. The first administration of the newly designed survey was in Spring 2004. The original ad hoc committee also recommended that there be a report created for internal norming of the results once we had sufficient data collected. In November 2009, Institutional
Research developed a possible template for reporting historical institutional data from the Student Opinions of Course and Faculty Survey. Next steps would be for the Faculty Senate to review the proposed format and make a recommendation for implementation and distribution.

Current Distribution of the survey results:

**Resolution 1.11.7 Summative Results**

Faculty shall receive summative results for each section they taught and combined summative results for multiple sections of courses they taught. Additionally, they will receive a departmental summary of the results for each course that they taught, provided that at least three instructors taught that course.

Department Chairpersons shall receive combined summative results for each course taught in the department and combined summative results for each course taught by each instructor in the department.

The next administration of the survey is Spring 2010 and then Fall 2010. The report can be provided as early as Spring 2010. The recommendation is to only use the past three administrations of the survey for course history. This new report format will be presented for a vote at the January meeting.

Malcolm Cohen, SGA, At-large Senator – Community College Representative, SUNY 200 Group.

The group is a Strategic Planning Steering Committee comprised of campus presidents, staff, students and community members from the 64 SUNY campuses. They will assist in formulating and shaping SUNY’s strategic plan. The group will meet for seven sessions this academic year throughout New York State. They will discuss such themes as: Ensuring Economic Vitality and Quality of Life, Educational Pipeline, Arts and Culture, Diversity in the World, Energy and Sustainability, Globalization, Quality of Place, and Health Affairs. Additional information about the SUNY 200 group is available on the SUNY website.

### III Announcements (C. Abbott)

- C. Abbott attended the first Budget Resource Committee meeting. The group consists of over 30 representatives from all areas of the college. T. Felicetti, Associate Vice President, Enrollment Management presented information on enrollment and M. Quinn, Controller, provided information on our current budget. The next meeting is scheduled for January 7th, 2010.

- C. Abbott also attended a meeting to discuss hiring and diversity. The following people were in attendance: Dr. A. Kress, MCC President, Dr. J. Glocker, Vice President for Academic Affairs, Dr. S. Salvador, Vice President for Student Affairs, D. Cecero, General Counsel, A. Lee, Director, Human Resources, C. Clark, Faculty Association President, T. Polizzi, CSEA President, B. Gizzi, Faculty Council, and K. Fragnoli, Chairs’ Network Representative. Dr. Kress has also the Faculty Senate to discuss ways to increase diversity in hiring. C. Abbott is asking those departments that have been successful in this area to share their strategies at the January Senate meeting. This group will meet again in January.

- The Ad Hoc Committee on Assessment chaired by Wanda Willard had their first meeting this month to begin their work.
V Approval of Minutes:

Minutes of November 19th, 2009 Faculty Senate meeting approved as written.

VI Action Items:

Professional Development - C. Powers

4.1 WESLEY T. HANSON AWARD FOR TEACHING EXCELLENCE AND THE MCC PROFESSIONAL SERVICE AWARD

4.2.1 Purpose

The Wesley T. Hanson Award for Teaching Excellence is granted by the college to recognize exceptional contributions to MCC by outstanding faculty. Usually, only one Hanson award is granted each academic year. However, in rare and extraordinary circumstances, more than one may be granted. Motion passed

The Monroe Community College Award for Professional Service is granted by the college to recognize exceptional contributions to MCC by outstanding professional staff. Usually, only one award for Professional Service is granted each academic year. However, in rare and extraordinary circumstances, more than one may be granted. Motion passed

Curriculum - M. Ernsthausen

The curriculum Committee has given final approval to the following:

Two New Programs
NP3S Computer Aided Design and Drafting - Motion passed
NP1F Diversity and Community Studies - Motion passed

Three Program Revisions
PR7S Office Technology - Administrative Legal Office Administrative Assistant - Motion passed
PR8F Office Technology – Office Administrative Assistant – Motion passed
PR9F Addictions Counseling – Motion passed

Academic Policies - E. Grissing

Recommend that the proposed 2012 - 2013 academic calendar be submitted to Academic Services. Motion passed

VII Standing Committee Reports:

Academic Policies - E. Grissing

APC is interested in assessing current faculty attitudes toward the fall semester calendar and determining whether there is a strong preference between a pre- and post-Labor Day start. A
subcommittee is working on a questionnaire which will be distributed to faculty members during the spring semester. It will be interesting and may be useful to know if there is a consensus among faculty; the last time attitudes were polled was seven years ago.

Curriculum – M. Ernsthausen
The curriculum Committee has given final approval to the following:

Thirteen Course Revisions
CR13F CRC 120 Introduction to Medical Information Processing
CR18F CPT 115 Introduction to Networks
CR17F CPT 215 Data Communications and Networking
CR19F FSA 103 - Culinary Arts I: Fundamentals of Food Preparation
CR20F CHE 252 - Organic Chemistry I
CR21F CHE 251 – Organic Chemistry II
CR22F DEN 122 – Oral Anatomy and Physiology II
CR23F DEN 125 – Clinical Dental Hygiene II
CR24F DEN 214 – Dental Hygiene III
CR25F DEN 215 – Clinical Dental Hygiene III
CR26F DEN 225 – Clinical Dental Hygiene IV
CR27F DEN 219 – Periodontics II
CR28F DEN 228 - Dental Office Management and Business Practice

Four New Courses
NC5S PSY 180 Fundamentals of APA Style
NC5F CPT 218 – WAN Switching
NC6F CPT 217 – LAN Switching
NC7S CPT 114 – Problem Solving and Robotics

The curriculum committee has posted the following items until 12/22:
NP2F Mathematics, AS
PR5F Mathematics, Certificate
PR11F Dental Hygiene, AAS
NC8F ATP 180 Alternative Fuels
NC12F HVA 181 Transition to HVAC/R Technology
CR29F EMS 239 Paramedic Clinical and Field Experience I
CR30F EMS 240 Paramedic Clinical and Field Experience II
CR31F CHE 110 Contemporary Consumer Chemistry
NEG – A. Morris
   • No report

SCAA – M. Fine
   • No report

Planning – D. Shaw
   • D. Shaw reported that the Planning Committee met with B. Cunningham to obtain information about the work on Building 9 and 9a

Professional Development – C. Powers
   • Reminded us that the Hanson and Professional Service awards are coming up in the spring. Can nominate colleagues from department /areas other than your own.

VIII Student Announcements:
   None

IX Old Business
   None

X New Business
   None

Meeting adjourned at 4:50p.m.

Respectfully submitted,

Christine Abbott             H. Pierre-Philippe
President              Secretary

Minutes approved at the January 28, 2010 Faculty Senate meeting.