

## Spring 2008--Academic & Professional Faculty Meetings: Agendas & Minutes

February 15, 2008

February 29, 2008

March 14, 2008

April 18, 2008

May 8, 2008

### ACADEMIC & PROFESSIONAL FACULTY MEETING MINUTES

February 15, 2008

LC 102

### *Minutes*

1. The meeting was called to order at 3:05 p.m. by Presiding Officer Simin Mozayeni.

President Poskanzer asked for a moment of silence for losses at Northern Illinois University incidence.

2. Approval of the Minutes of the Faculty & Professional Staff Meeting of October 12, 2007: Glenn McNitt made the motion to approve the minutes; Giselle Hendel-Sebestyen seconded the motion; they were unanimously approved.
3. Announcements:
  - a. UUP President: Glenn McNitt, UUP President, reported that the ballots for the proposed contract were mailed on Wednesday and are to be returned by March 12<sup>th</sup>. Faculty are asked to contact Prof. McNitt if they do not get the ballot in the mail; He also announced that Phillip Smith of Upstate Medical University is the president of UUP.
  - b. Chris DeLape Chair of Budget Goals and Planning Committee, reminded faculty that during February and March budget discussions should take place in all departments. This includes discussions about adjuncts needed for teaching courses, student temp service help, supplies and materials, travel, equipment, and so on. It also includes fulltime faculty needs for the following (2009-10) academic year.

In the next few weeks, Deans will be contacted by the Provost's Office to set up meetings in April to present their preliminary budget requests.

The BG&P Committee conducts an annual survey to get input on the success of the budget process. Based on last year's survey responses, the BG&P Committee made the following recommendation:

"Consultation" continues to be selectively defined across the campus. Even though many faculty members are present at departmental meetings when the budget is discussed, they appear to be asked for initial input only, with no subsequent opportunities to discuss priorities within the department. A budget "process" implies a beginning, middle, and end. Chairs should make an effort to have a preliminary meeting about the budget with their faculty for the sole purpose of gathering information. There should be adequate time for suggestions and comments. At a subsequent meeting, the chair should present an initial budget in writing, comparing it to the previous year's budget, so that there is clarity. Any suggestions or comments should be addressed, and departmental priorities should be discussed. Based on those discussions, the chair should formulate the final budget proposal.

- c. Presiding Officer's Report. Presiding Officer Mozayeni, due to a long agenda, deferred her report, and made only one announcement. President Poskanzer has offered to support travel for two members of the faculty to participate in the Professional Development Conference, organized by SUNY Senate. The names of interested candidates will be submitted to Organization Committee, and two of the participants from each category will be selected by a lottery. The hotel registration deadline is February 21<sup>st</sup> for the special conference rate. Simin will secure rooms until candidates are finalized. Faculty will also be informed by email.
4. President's Report. President Poskanzer highlighted key of his lengthy report (see attached report): a) College use of part-time faculty has decreased by 4%, with 66% of instruction now offered by full-time faculty; b) Federal earmarks of \$433,000 for the Dorsky Museum (\$143,000) and Center for Research, Regional Education , and Outreach (\$290,000) have now been approved; c) State budget lobbying to restore a proposed a 2.5% cut in SUNY operating funds, support legislation that gives the college more flexibility in procurement, and support in capital planning for a new science building and library renovations; the library renovation can be done in increments, if we get funding for one of the two projects; and d) increased retention and graduation rates. He then took questions.

President Poskanzer has appointed Ms. Bythema Bagley, a College Council member with longest years of service and school administration professional background, to be the Interim Chair, until the governor fills Harry Scherr's seat.

5. Provost Report. Provost Lavallee reported on the renovation of Old Main and its impact on Fall 2008 schedule and classrooms. It is projected that on July 7, 2008 the doors of Old Main will be locked and reopened in 2011 with 14 smart classrooms, offices for School of Education and 25 additional offices for Liberal Arts and Sciences (see attached power point). Regarding the Fall schedule, there will be open time for meetings on Wednesdays from 10:30-12:15 for student organizations. The 2<sup>nd</sup> floor of Humanities will have nine rooms with additional technology/smart classroom equipments.
  
6. Report of the Faculty Senator: Dr. Rose Rudnitski report highlighted the power point she had emailed to all faculty. The main points included: a) new funding is going to the University at Buffalo; b) there are several open positions in SUNY, including the Chancellor's position ; c) update on General Education and Assessment; d) SUNY looking into seamless transfers for 100 and 200 level courses among SUNY campuses. For more information, contact Dr. Rudnitski.
  
7. Report of the Committee on Promotion and Salary Increase for 2007. Prof. Keqin Li presented his report (see attached power point). In summary, there were 175 applications for DSIs, of which 115 major awards were given by the President/Provost, compared to 116 recommended by the Committee. There were 49 minor awards given by the President/Provost compared to 54 recommendations by the Committee. There were two resignations known by the time that the recommendations came from the President/Provost; underscoring the close alignment of the recommendations of the Committee with the recommendations of the President/Provost, about 90%.
  
8. Organization Committee Resolutions:
  - A. Prof. Mary Kahl, Chair of the Organization Committee, brought before the faculty three resolutions on governance participation of the part-timers faculty with term appointments: 1) attendance, 2) enfranchisement, and 3) central committee service. She first noted that these resolutions have moved forward to the assembly with no recommendations from the Organization Committee, Executive Committee, or Academic Senate. She also outlined operational difficulties with governance service for term appointee part-time faculty, including the term of service on the central committees exceeding the length of the contract for part-time appointment, possibility of becoming the chair of Central Committees, VP of the Academic Senate or the Presiding Officer. She also noted lack of corresponding governance participation at the department level.

The following resolutions were then considered:

- a. Resolution I (text on the agenda):Attendance  
 There was a motion by Paul Zuckerman and seconded by Rose Rudnitski to delete the phrase "and other interested parties" from Resolution I. The motion carried.

The revised Resolution I reads: "Attendance at meetings of the College Faculty open to the Chancellor of the State University of New York, the President of the College, academic faculty, professional faculty, administrators, adjunct faculty, students." After thorough discussion, Resolution I was voted down with the following tally: None approved, one abstained, the rest of the voters opposed.??

- b. Resolution II: There was a motion by Rose Rudnitski and seconded by Peter Brown to delete "without professional title" as it was redundant. The motion carried. The revised Resolution II reads: "Members of the academic faculty of the College without academic rank who have been granted term appointments in accordance with Article XI, Title D, paragraph 2.b.1 of the SUNY Policies of the Board of Trustees, and professional faculty who have been granted term appointments, shall be voting members of the College faculty." After considerable discussion, there was a request for paper ballot. The vote was taken with paper ballot. Resolution II was voted down with the final tally: Approved: 7; Not approved: 49; Abstained: 1.
- c. Because Resolution II did not carry, there was no need to vote on Resolution III, as it requires the passing of Resolution II.

There was a motion to refer Recommendation III to Organization Committee for their consideration of withdrawal. The motions was seconded, and passed unanimously.

B: There was no time to consider Resolution on Deregistration of Programs. It will be on the agenda for the next faculty meeting.

9. The meeting adjourned at 5:20 p.m.

Respectfully submitted,

Jan Hammond, 2/15/08

Amended, 2/29/08

Special Meeting of Academic and Professional Faculty  
February 29, 2008

2:00-4:00

Minutes

1. The meeting was called to order by Presiding Officer, Simin Mozayeni at 2:04 p.m. in Lecture Center Room 102. Professor Hammond, the Secretary, could not be at the meeting due to a conflict with an important professional obligation. Simin asked for a volunteer to take the minutes. Heather Whalen Smith agreed to serve as Secretary Pro Temp.
2. The minutes of February 15 were amended by Simin Mozayeni. They were approved as revised. The final draft is attached to the call for the meeting on March 14. The revisions are highlighted.

3. Announcements:

Jacqueline Andrews, Director of Institutional Research, announced the following:

*Over the next month, the campus is participating in two important research projects. We are not asking you to take up valuable class time to assist us in collecting the data; we only ask that you kindly announce the following in your classes to encourage students to consider participating. Thank you in advance for reading the following verbatim to your classes:*

*"The campus is participating in two national surveys over the next month. One is the National Survey of Student Engagement; the other, the CORE Alcohol Survey. If you have been randomly selected, these surveys may come to you via e-mail or in hard copy through your mailbox. Your participation is strictly voluntary, and your responses will be anonymous. The national data centers only let us know if you complete the surveys, and, if so, you will be entered to win \$200, \$100 or \$50 Hawk Dollars in separate raffles for each survey group. Thank you in advance for participating and providing your valuable input."*

4. Report of the Master Plan Task Force

EE&K representatives, Sean O'Donnell and Susan Shoemaker, gave a presentation on the Facilities Master Plan. The topics discussed after the presentation included accessibility issues, and parking, and the Library renovation. Simin Mozayeni asked to defer the discussion about the library until the next meeting of the Faculty on March 14.

Campus community members are encouraged to send feedback, concerns and suggestions on the report to the Facilities Master Plan Task Force via Stella Deen's email address ([deenm@newpaltz.edu](mailto:deenm@newpaltz.edu)). She will take written comments until; March 24. A pdf file of the Plan, beginning today, is available to campus community members through [mynewpaltz.edu](http://mynewpaltz.edu)

5. Adjournment.

Meeting adjourned at 3:54 p.m.

Respectfully submitted,

Heather Whalen Smith

Secretary Pro Temp

State University of New York, New Paltz

Academic and Professional Faculty Meeting

Friday, March 14, 2008

3:00-5:00

LC 102

Agenda

1. Call to order
2. Approval of the minutes of Special Meeting of Faculty, February 29, 2008
3. Announcements
4. Report of the President
5. Report of the Presiding Officer
6. Committee Reports:
  - a. Academic Affairs
7. Action items from Committees: Organization Committee
  - a. Withdrawal of Resolution III, regarding part-time faculty serving on Central Committees
  - b. Campus-wide elections: Nominations
  - c. Call for nominations from the floor
  - d. Motions and Resolutions: Deregistration of Programs

The Organization Committee offers the following resolution for discussion and vote:

***Resolved: An academic program or program track may be deregistered only after consultation with the faculty of the affected program, with the unit's governance body, and with the Curriculum Committee (for undergraduate programs) or the Graduate Council (for graduate programs).***

8. Unfinished Business: Further Discussion of the Master Plan  
[Facilities Master Plan - Conceptual/Draft](#)
9. New Business
10. Adjournment

## **SUNY New Paltz Faculty & Professional Staff Meeting Minutes**

March 14, 2008

Lecture Center 102

1. The meeting was called to order by Presiding Officer, Simin Mozayeni at 3:10 p.m. in Lecture Center Room 102.

2. The minutes for the Special Faculty Meeting on 2/29/08 had no corrections.

3. Announcements:

Phyllis Freeman announced that the Disaster on Mental Health Conference will be held on April 11<sup>th</sup> with the theme of "Feeling the Scars of War." Attending will be notable speakers such as the NYS Commissioner of Mental Health and the Director of Veteran Affairs.

4. Report of the President (see Appendix A)

President Poskanzer highlighted the following:

- a. Searches progress. The two administration searches are on track. Of the 33 faculty searches, as of 3/12/08, 15 of those searches are concluded; 2 searches are near completion; and 4 other searches are in process. The president also reported that he is impressed with the quality of candidates.
- b. Student recruitment. Undergraduate admission is at a record high and freshmen admissions was closed at 13,565 applications, up by 16% from last year with quality applicants. EOP applications are still being accepted. At this time, 458 students have given their deposits 458 students compared to last year when we had received 179 deposits from students. Also, on April 5<sup>th</sup> the President asks us to be aware that future students will be on campus and urges faculty to design robust activities to demonstrate how vibrant of a faculty and campus that we are.
- c. State funding. Because there will be a new succession in the governor position on 3/17/08, there is concern that the budget process may not be concluded by April 1<sup>st</sup>. The President and others attended the Feb 26<sup>th</sup> lobbying date in Albany. He hopes that funding for the two construction projects (the new science building and library renovations) stay in the state budget and that the base operating funds cuts be restored.
- d. Construction site. With construction projects of Old Main, SUB, and Hasbrouck, the President asks for our patience during the construction phases, as the final completion will be worth the inconvenience.

5. Report of the Presiding Officer (see Appendix B)

Presiding Officer Mozayeni gave a list of ten items for the faculty's review. There were no questions on any of the items.

## 6. Committee Reports: Academic Affairs

Lee Cahn gave the AA Committee report. He gave updates regarding SEIs. The Deans of School of Business and the School of Science and Engineering have volunteered to conduct online SEIs this semester.

Jackie Andrews met with Academic Affairs Committee and gave the advantages and disadvantages of having SEIs online. The advantages include that time is not taken away from the class and gives the faculty more flexibility, such as administering them earlier in their courses. Another reason for the online process is to eliminate the problem that many SEIs completed forms get discarded because a pencil was not used. The main disadvantage is that students do not like to do the SEIs online if it is on their own time. Also, with online data, it is easier to make data comparison. The Committee voiced concerns of outsourcing such as the ownership of the data and incentives offered to students for completing the surveys.

This year's results will be just for faculty; it is their choice to use their personal SEI data in the future. Perhaps a proposal can be made at this time next year regarding the online process. Provost Lavalley met with the committee. He assured the committee that there will not be a move to online SEIs surveys without faculty input.

Jackie Andrews noted that faculty in these schools are not offered an option to conduct their SEIs the traditional way during this time that the experimental online surveys are being conducted.

## 7. Action Items from Committees: Organization Committee

- a. Withdrawal of Resolution III, regarding part-time faculty serving on Central Committees. The OC Chair, Mary Kahl, reported that the OC committee has moved unanimously to withdraw this resolution and postpone it indefinitely.
- b. Campus-wide elections. The nominations closed on March 13. The slate of the nominees were announced, and the floor was opened to additional nominations as follows:

1. Presiding Officer: Simin Mozayeni, Economics Dept.

The floor was opened for additional nominations. A motion to open the floor for additional nominations was offered by Richard Bodenschatz, and seconded by Laura Schultz. With a unanimous vote, the floor was opened to new nominations. There was none. A motion was made to close accepting nominations, and it was seconded. The nomination closed with a unanimous vote.

2. Ombudsperson: Rose Rudnitski, Education Admin.

The floor was opened for additional nominations. A motion to open the floor for additional nominations was offered by Richard Bodenschatz, and seconded by Laura

Schultz. With a unanimous vote, the floor was opened to new nominations. There was none. A motion was made to close accepting nominations, and it was seconded. The nomination closed with a unanimous vote.

3. The CAS Board nominees were: **(elect two + alternate)**

Niza Cardona, Student Accounts

David Cavallaro, Art Dept.

Phyllis R. Freeman, Psychology Dept.

Gwen Havranek, LAS Dean's Office

Brian Obach, Sociology Dept.

Jeff Pollard, Instit. International Business

Kimberly A. Strano, Admissions Office

Karen Sumnick, Registrar's Office

Emily Trapp, Instructional Media Services

Eric Watson, Athletics

The P.O. called for nominations from the floor for the CAS Board. A motion to open the floor for additional nominations was offered by Richard Bodenschatz, and seconded by Laura Schultz. With a unanimous vote, the floor was opened to new nominations. There was none. A motion was made to close accepting nominations, and it was seconded. The nomination closed with a unanimous vote.

The motion to accept the above nominees was moved by Laura Schultz and seconded by Bernadette Morris and passed unanimously. This slate will go to the faculty for vote. This is the first year that these elections will be conducted electronically.

8. Motions and Resolutions: De-registration of Programs

This is the second reading and the time to vote on this resolution.

*Resolved: An academic program may be deregistered only after consultation with the faculty of the affected program and with the Curriculum Committee (for undergraduate programs) or the Graduate Council (for graduate program).*

Motion made by Peter Kaufman to amend the motion as follows:

*An academic program “or concentrations.”* After some discussion, there being no registration of “concentrations,” Peter withdrew his motions.

Motion was made by Nancy Schneiderman and a second by Lee Cahn to amend the motion:

*Resolved: An academic program may be deregistered only after consultation with the faculty of the affected program and with the Curriculum Committee (for undergraduate programs) or the Graduate Council (for graduate program).* The motion passed with a hand vote: 21 in favor of the motion, 7 opposed, and 5 abstaining.

Motion made by Nancy Schneiderman and second by Rose Rudnitski to amend the motion:

*Resolved: An academic program may be deregistered only after consultation with the faculty of the affected program, with the unit’s governance body, and with the Curriculum Committee (for undergraduate programs) or the Graduate Council (for graduate program).* The amended motion carried unanimously.

#### 9. Unfinished business: Further Discussion of the Master Plan

There was significant discussion with the Master Planning Committee, including concerns about parking. The initial loss of nearly 250 parking spaces was of particular concern. The Master Plan Task Force will continue receiving comments until March 24. All comments will be considered and the results will be reported to faculty. The incoming Presiding Officer will give periodic progress report on subsequent revisions as the plan moves forward.

Adjourned 4:20 p.m.

Respectfully submitted,

Jan Hammond

## APPENDIX A

President's Report

**Faculty and Professional Faculty Meeting**

**March 14, 2008**

By the time I read this report at Friday afternoon's meeting, I will be in the unenviable position of being just about the only thing that stands between you and Spring Break! But even as some of us dream of sleeping in later each morning and perhaps visits to warmer climes, I have a few items I'd like to share.

Searches: Two candidates for the position of Liberal Arts & Sciences Dean are scheduled for campus visits this month, and the search committee, chaired by Hamid Azari of Economics, is in the process of arranging visits for two more candidates. Additional telephone interviews are also under way, so there may be as many as six candidates visiting in this round. I want to assure you that we'll be thorough and

thoughtful in seeking the best leadership for this important school, hunting until we find the right person.

Speaking of a different search where unfortunately it has taken longer than we'd have liked to find the right person for a key job, I'm glad to report positive developments in

our recruitment of a new VP for Finance and Administration. Our search firm, Witt-Keiffer, worked hard to generate a deep pool and received nearly 90 applications. After looking carefully at the applicants and conducting introductory screening phone conversations, 15 dossiers were shared with the search committee on March 3. The committee pared down the list to eight candidates (with three alternates), who are scheduled for a first round of in-person interviews on March 24 - 25. From those meetings, it is hoped that three or four finalists will emerge who will be invited to campus for a longer set of interviews in April.

Faculty Hires: At this time of year, these totals are a moving target. But as of today, of the 33 searches launched last fall, 15 have successfully concluded; there are two pending offers to candidates; and in four other searches we have completed campus interviews and the dean and provost await faculty recommendations. I want to compliment all the search committees and others involved in faculty recruitment on the high quality of the applicants and the new hires. I look forward to seeing our faculty ranks grow again next fall!

Admissions: To complete our discussion of recruitment, let me offer a quick update on the student admissions front. After receiving a record 13,565 freshman applications for fall 2008, we actually closed freshman admissions (but not EOP admissions) on February 21. Because the applicant pool is so deep we've already made enough offers of admission to top applicants to meet our targets. Applications are up by 16 percent from the same time last year and up 20 percent from 2006. But here's the really important number: so far, 458 students have submitted deposits for the fall. At this time last year, only 179 students had sent in their checks.

This is proving to be an unusual year, given the volume and quality of the applicant pool, the early closing of offers of admission, and apparently robust yield rates. We are in somewhat uncharted territory, but it may lead to a lovely promised land. However, it's too early to be cocky. Which brings me to my last recruitment topic.

The students we have accepted are high achievers and thus have many college choices.

Those that come to Accepted Students Day (April 5) are taking one last look at New Paltz, and we know from past research that a campus visit is a crucial part of an applicant's decision-making process. So, with your help, we want to make an all-out press to convince students who are on the fence to choose New Paltz. I'm asking faculty, staff and students to help us showcase to prospective students just how intellectually and socially vibrant our college is.

SUNY Day: You're reading the same newspaper stories I am about the political events in Albany, so I'll start by pointing out the obvious: the State budget (which is supposed to be done by March 31) is taking a back seat at the moment. But you should know that I spent February 26 in Albany lobbying our state legislators. Specifically, I asked them for money for our top two strategic construction initiatives—a new science building and the library renovation project. We understand that both of these items were included in assembling the Governor's proposed \$1.6 billion budget for new construction, but now we must make sure they stay in the budget and are not supplanted by requests from campuses seeking more projects—or more expensive projects!—than New Paltz.

I also asked that the Legislature restore the \$34.2 million to SUNY's base operating budget. Our preliminary numbers from System suggest that this cut would reduce New Paltz's operating budget by about \$300,000. We'll absorb this if we have to, but doing so would compel us to scale back faculty hiring, needed professional lines and enhancements to programs.

Construction: Several large projects are moving apace. The Old Main renovation will be out to bid in April, with the Student Union Building addition to follow in May. Two chillers were installed in the Lecture Center basement this past winter as planned, allowing us to proceed with the JFT air-conditioning project this summer—also as planned.

Phase I of our High-Temperature, Hot-Water (HTHW) line replacement project (the Hasbrouck Complex) is complete except for landscaping work to be done this summer. Phase II (the main academic concourse) will also take place this summer; Phase III (Old Main Quadrangle and the East Side of Smiley Arts Building) will begin this summer and be completed in summer 2009. HTHW projects are disruptive, and I do not want to sugarcoat: with trenches dug and pipes being laid, our campus will look like a mess. So we are meeting with facilities, admissions and student affairs staff about how to minimize the negative impact. While we are under construction, we'll make the campus look as good as we can and we'll make it work as well as possible. Perhaps most important we'll need to remind ourselves frequently how wonderful it'll be when these projects are completed!

Before closing for the month, I'd like to tip my cap to our women's basketball team, which went 19 - 8 and made it all the way to the SUNYAC semi-finals, and to our women's swimming team, which is sending four members to the NCAA Division III championship in Ohio. Well done, Lady Hawks!

Have a great break and we'll see you in a couple of weeks.

## APPENDIX B

IPO Report: Faculty Meeting 3/14/08

I have ten items to report to you since the last report I gave on December 10. These items are as follows:

1. From January 31<sup>st</sup> to February 2<sup>nd</sup>, I attended the meeting of the Campus Governance Leaders (CGL) in Albany. The following system-wide issues were discussed:
  - The implementation of “Seamless” credit transfer from community colleges
  - Collecting data for salary increases associated with changes in academic ranks
  - Governance atmosphere and degree of consultation
  - PO course release
  - Faculty travel support
  
2. I am pleased to inform you that the newly elected Student Association President, Brian Gold, and the VP for Academic Affairs, Ben Olsen, have met with me to discuss their agenda for this year. As part of their plan, they have moved forward with filling most students’ seats on the Academic Senate, the Budget, Goals and Plans, and the Academic Affairs. In addition, they are working on filling the two seats students are allocated on the LA&S Senate.

Brian and Ben have also taken the lead on initiating a new certificate in leadership, that if implemented will enhance our students’ career prospect.
  
3. The Academic Affairs Committee has been deliberating on revision of SEIs, issues related to conducting SEIs surveys online, and faculty office hours. Their recommendations will be presented to faculty this spring.
  
4. The OC has endorsed a request from the Biology Department to move from LA&S to the School of Science and Engineering. Possible name change for LA&S is referred to their senate for consultation.
  
5. In January, I received a request from a department chair for interpretation of the Structures and Procedures regarding faculty participation at both the department level and at the Central Committee on Reappointment, Tenure and Promotion. I referred this question to the Organization Committee.

The OC responded that it needed to research the issue further. Meanwhile, they learned that some departments expressly prohibit involvement at both levels, that some departments do not have such prohibitions, and that, in some years, the Central Committee on Reappointment, Tenure, and Promotion has stipulated against such "double-dipping." The OC noted that there was no uniform policy on this issue, and that there likely should be one.

6. The election of the board for Research, Scholarship and Creative Activities will be included in the spring elections of various campus constituencies.
7. All spring elections are expected to conclude in April. The OC's deadline for nominations for filling the upcoming vacancies for the CAS board, the Ombudsperson, and the Presiding Officer, was March 13. The nominees will be announced today.
8. The Committee on DSI will soon consider the implementation of the online submission of folders, as recommended by the Personnel Task Force.
9. The Executive Committee will consider a plan for the implementation of other recommendations that the Personnel Task Force has made.
10. I am pleased to inform you that Nancy Neilson has agreed to serve as the Grand Marshal for both May commencements, as she did for all three in December.

Simin Mozayeni

## College-Wide Election

April 2008

### Current Slate of Nominees:

**I. Presiding Officer of the Faculty (elect one)**

Simin Mozayeni, Economics Dept.

\_\_\_\_\_, \_\_\_\_\_

**II. Ombudsperson (elect one)**

Rose Rudnitski, Educ. Administration

\_\_\_\_\_, \_\_\_\_\_

**III. CAS Board (elect two + alternate)**

Niza Cardona, Student Accounts

David Cavallaro, Art Dept.

Phyllis R. Freeman, Psychology Dept.

Gwen Havranek, LAS Dean's Office

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\_\_\_\_\_ , \_\_\_\_\_

PO Report: Faculty Meeting 3/14/08

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16. The election of the board for Research, Scholarship and Creative Activities will be included in the spring elections of various campus constituencies.
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Faculty Hires: At this time of year, these totals are a moving target. But as of today, of the 33 searches launched last fall, 15 have successfully concluded; there are two pending offers to candidates; and in four other searches we have completed campus interviews and the dean and provost await faculty recommendations. I want to compliment all the search committees and others involved in faculty

recruitment on the high quality of the applicants and the new hires. I look forward to seeing our faculty ranks grow again next fall!

Admissions: To complete our discussion of recruitment, let me offer a quick update on the student admissions front. After receiving a record 13,565 freshman applications for fall 2008, we actually closed freshman admissions (but not EOP admissions) on February 21. Because the applicant pool is so deep we've already made enough offers of admission to top applicants to meet our targets. Applications are up by 16 percent from the same time last year and up 20 percent from 2006. But here's the really important number: so far, 458 students have submitted deposits for the fall. At this time last year, only 179 students had sent in their checks.

This is proving to be an unusual year, given the volume and quality of the applicant pool, the early closing of offers of admission, and apparently robust yield rates. We are in somewhat uncharted territory, but it may lead to a lovely promised land. However, it's too early to be cocky. Which brings me to my last recruitment topic.

The students we have accepted are high achievers and thus have many college choices.

Those that come to Accepted Students Day (April 5) are taking one last look at New Paltz, and we know from past research that a campus visit is a crucial part of an applicant's decision-making process. So, with your help, we want to make an all-out press to convince students who are on the fence to choose New Paltz. I'm asking faculty, staff and students to help us showcase to prospective students just how intellectually and socially vibrant our college is.

SUNY Day: You're reading the same newspaper stories I am about the political events in Albany, so I'll start by pointing out the obvious: the State budget (which is supposed to be done by March 31) is taking a back seat at the moment. But you should know that I spent February 26 in Albany lobbying our state legislators. Specifically, I asked them for money for our top two strategic construction initiatives—a new science building and the library renovation project. We understand that both of these items were included in assembling the Governor's proposed \$1.6 billion budget for new construction, but now we must make sure they stay in the budget and are not supplanted by requests from campuses seeking more projects—or more expensive projects!—than New Paltz.

I also asked that the Legislature restore the \$34.2 million to SUNY's base operating budget. Our preliminary numbers from System suggest that this cut would reduce New Paltz's operating budget by

about \$300,000. We'll absorb this if we have to, but doing so would compel us to scale back faculty hiring, needed professional lines and enhancements to programs.

Construction: Several large projects are moving apace. The Old Main renovation will be out to bid in April, with the Student Union Building addition to follow in May. Two chillers were installed in the Lecture Center basement this past winter as planned, allowing us to proceed with the JFT air-conditioning project this summer—also as planned.

Phase I of our High-Temperature, Hot-Water (HTHW) line replacement project (the Hasbrouck Complex) is complete except for landscaping work to be done this summer. Phase II (the main academic concourse) will also take place this summer; Phase III (Old Main Quadrangle and the East Side of Smiley Arts Building) will begin this summer and be completed in summer 2009. HTHW projects are disruptive, and I do not want to sugarcoat: with trenches dug and pipes being laid, our campus will look like a mess. So we are meeting with facilities, admissions and student affairs staff about how to minimize the negative impact. While we are under construction, we'll make the campus look as good as we can and we'll make it work as well as possible. Perhaps most important we'll need to remind ourselves frequently how wonderful it'll be when these projects are completed!

Before closing for the month, I'd like to tip my cap to our women's basketball team, which went 19 - 8 and made it all the way to the SUNYAC semi-finals, and to our women's swimming team, which is sending four members to the NCAA Division III championship in Ohio. Well done, Lady Hawks!

Have a great break and we'll see you in a couple of weeks.

State University of New York, New Paltz  
Academic and Professional Faculty Meeting

Friday, April 18, 2008

3:00-5:00

LC 102

Agenda

11. Call to order
12. Approval of the minutes of Academic and Professional Faculty, March 14, 2008
13. Announcements:
  - a. Glenn McNitt, UUP President
  - b.
  - c. Glenn Geher: Fundraiser for cystic fibrosis.
14. Report of the President
15. Report of the Presiding Officer
16. Committee Reports:
  - a. Academic Affairs: Lee Cahn

The following statements in bold print be added on page 15 of the *Faculty Handbook*.

**Faculty Office Hours**

Full-time faculty are required to hold at least four office hours a week, while the semester is in session. These hours are to be scheduled at times convenient to students seeking help from faculty members. In addition to noting office hours on the course outline, office hours are to be posted outside the faculty member's office and the department Chair is to be notified of those hours at the start of each semester. **It is the responsibility of the department to post the faculty office hours each semester on the department Website.**

It is recommended that part-time faculty hold office hours of one-hour per week per class taught at a minimum or make some equivalent arrangement approved by the department Chair to facilitate out-of-class consultation with students.

**When faculty members are unable to hold a scheduled office hour, they should, when possible, notify all students and advisees (e.g., by email via [my.newpaltz.edu](mailto:my.newpaltz.edu) or [blackboard.newpaltz.edu](https://blackboard.newpaltz.edu)). In addition, faculty members are encouraged to notify the department secretary and request that a note regarding the cancellation be left on their office door.**

- b. Organization Committee: Mary Kahl  
Professional Faculty Satisfaction Survey: Jackie Andrews
- 17. Research, Scholarship, Creative Activities (RSCA) Report: Maureen Morrow
- 18. New Business
- 19. Adjournment

## SUNY New Paltz Academic and Professional Faculty Meeting Minutes

April 18, 2008

Lecture Center 102

- I. The meeting was called to order by Presiding Officer, Simin Mozayeni, at 3:05 p.m. in Lecture Center Room 102.
  
- II. Minutes of the Academic and Professional Faculty Meeting of March 14, 2008 were approved, as amended. We need either to attach the revised minutes or indicate the amendments.
  
- III. Announcements:
  - A. Glenn Geher announced information about a fundraiser for cystic fibrosis and urged faculty support for the event.
  
  - B. Glenn McNitt, UUP Chapter President, announced that the campus has received its allocation of Professional Development Award monies, in the amount of \$35,748. He said that the UUP Executive Board would attempt to disburse the money as expeditiously as possible and he urged members to apply for funding promptly. McNitt said that there will be three "rounds" of awards: the initial round will cover activities for the period July 2, 2007 to June 30, 2008; the second round will cover activities for the period July 1, 2008 to mid fall of 2008; the third round will cover activities for the period late fall of 2008 to early 2009. Application forms are available online at the UUP web site. McNitt responded to inquiries about salary increases by saying that faculty are scheduled to receive a 3% raise, retroactive to July 1, 2007. Salary increases should likely appear in paychecks by the end of the current academic year.
  
- IV. Report of the President (see Appendix A)

President Poskanzer highlighted the following items:

A. Budget Issues

1. New Paltz fared quite well in the current state budget cycle, overall.
2. The State University's base operating budget was cut by 2.9 percent, but the New Paltz portion of that cut remains undetermined to date. The campus will absorb the cut with as little diminution of our forward momentum as possible. It is likely that there will be some reduction in the number of new faculty hires for 2009, but the administration will explore other cost-saving measures, seek new revenue sources, and pursue other actions to fill the gap.
3. On the capital side, New Paltz fared extraordinarily well. We garnered \$12.8 million to fully fund all phases of a comprehensive renovation of the Sojourner Truth Library, \$48 million for the construction of a new science building, and \$16.45 million for critical maintenance projects—the first installment of a new five-year capital plan that is projected to bring \$82 million to the New Paltz campus through 2013. The latter funding will enable implementation of Phase One of recommendations from the Campus Facilities Planning Task Force.
4. Assemblyman Kevin Cahill and State Senator John Bonacic were instrumental in their support of funding for the New Paltz campus and are deserving of our thanks.

B. Construction Issues

1. The campus will soon begin a large number of construction activities. This summer will bring the replacement of high-temperature hot-water lines and the installation of air conditioning in Humanities and JFT.
2. More construction activities are in the planning stages. Bids on the Old Main project were advertised during the week of April 14, 2008 and bids on the Student Union Building addition will occur next.

C. Progress on Searches

1. Four finalists for the position of Vice President for Finance and Administration will visit the campus between late April and early May.
2. The search for a Dean of Liberal Arts and Sciences has moved beyond

the campus interview stage and the search committee has made its recommendations to Provost Lavallee.

#### D. Fall Enrollment

1. New Paltz is “hot” and this has translated into a larger incoming class than was anticipated. To date, we have received over 1,000 deposits for this fall’s first-year class, several hundred more than usual for this time of year. The enrollment situation is always fluid, but we may see as many as 200-300 more first-year students this coming fall.
2. Transfer student numbers will be smaller than usual and first-year students will be permitted to defer their enrollment until the spring.  
  
These factors, in combination, should lessen space constraints.
3. More students will be housed in triples in residence halls and on-campus accommodations will not be offered to transfer students. These things, too, should address space issues in a constructive manner.

#### E. Q & A with President Poskanzer

1. Irwin Sperber inquired about keeping class sizes small. Poskanzer replied that the current student-faculty ratio stands at 13:1.
2. Chris DeLape inquired about rethinking recruitment for 2009. Vice President for Enrollment Management, David Eaton, replied that recruitment is “strategically challenging.”
3. Chiu-chun Lee expressed thanks on behalf of the Library for the renovation project. Poskanzer replied that planning will be smoother because the campus received the money in one lump sum.

4. Steve Vinson inquired about planning for construction projects if all the requisite funding is not forthcoming. Poskanzer replied that we will make sure that we have the money prior to embarking on major construction projects. He stated that the next critical projects will involve:
  - a. renovation of the central heating plant
  - b. upgrades to the campus electrical distribution system
  - c. the greening of the concourse
5. In response to an inquiry about public reaction to a Town Meeting on the Campus Facilities Master Plan, Poskanzer replied that the response was “pretty favorable.”
6. In response to an inquiry about contingency plans should the JFT construction plans go awry. Poskanzer replied that there are no such plans.
7. Sperber requested assurance from the administration that faculty lines will be maintained at status quo levels. Poskanzer replied that he would not make promises, but counseled the body “don’t worry.”

V. Report of the Presiding Officer (see Appendix B)  
Simin Mozayeni highlighted the following items:

- A. The Campus Facilities Planning Task Force has reviewed and addressed comments they have received from various constituencies after their initial report to the faculty. The Task Force will be recommending area shuttle services. They will hold a “Town Meeting” to report revisions in the Mater Plan and their final recommendations to the President.
- B. Comprehensive budget data for 2002-07, and more are now available through [my.newpaltz.edu](http://my.newpaltz.edu).
- C. SUNY Campus Governance Leaders have conducted two surveys:
  1. Calendar practices across campuses. President Poskanzer has received this survey and has shared it with VP David Eaten. Our practice is inline with other campuses’.
  2. The second survey is to collect data on the extent of faculty involvement in budgetary process. Simin, with input from Chris DeLape, has shared our practice with them. They have been impressed with the depth of our involvement. The result of this survey is expected to be available in the near future.

- D. Online voting for campus-wide elections is now available. If you encounter any problems accessing the ballots, please report it to Linda Smith.

#### VI. Academic Affairs Committee Business

- A. Lee Cahn, Co-Chair of the Academic Affairs Committee, brought forward a proposal regarding faculty office hours. He advocated adding specific language to the *Faculty Handbook* that, if adopted, would clarify procedures for holding office hours. The text of the proposed addition, for insertion on page 15 of the *Faculty Handbook* is in bold, as follows:

...and the department Chair is to be notified of those hours at the start of each semester. **It is the responsibility of the department to post the faculty office hours each semester on the department Website.**

**When faculty members are unable to hold a scheduled office hour, they should, when possible, notify all students and advisees by email via [my.newpaltz.edu](mailto:my.newpaltz.edu) or [blackboard.newpaltz.edu](https://blackboard.newpaltz.edu). In addition, faculty members are encouraged to notify the department secretary and request that a note regarding the cancellation be left on their office door.**

- B. Ben Olsen, Student Association Vice President of Academic Affairs, expressed appreciation for faculty devoting time to replying to students' emails and meeting with them outside their office hours. He then spoke in favor of the proposal.

Discussion ensued. A motion to support the proposal was moved and seconded.

- C. The proposal passed, with a majority in favor of the measure, four persons opposed, and one abstention

The motion will move forward to the Provost's office for implementation.

#### VII. Organization Committee Business

- A. Mary Kahl, Chair of the Organization Committee, reported that balloting for campus-wide governance positions would remain open from April 18, to April 27, 2008. The ballot is available on Blackboard, under the "My Community" section. Kahl thanked Linda Smith and Jackie Andrews for their help with facilitating the electronic voting process.
- B. Kahl announced that information on the Professional Faculty Satisfaction Survey would be made available for review at the next faculty meeting.

#### VIII. Research, Scholarship, and Creative Activities (RSCA) Report

- A. Maureen Morrow, Director of the RSCA Program, provided a brief history of the program, which was launched in 2006 and now involves 53 students in 12 departments.
- B. Morrow reported on the upcoming election of an RSCA Advisory Board and thanked the inaugural members of the board, who have served by appointment.
- C. Morrow invited faculty to attend the upcoming Undergraduate Research Symposium, to be held in the LC North Lobby on April 25, 2008, from 1:00 to 3:00 p.m.
- D. Morrow explained two RSCA programs for undergraduates, the SURE program, which provides a stipend for eight weeks of research work, and the AYER program, in which students meet frequently with a sponsoring faculty

member. She discussed the availability of up to \$300 for student travel, given to students who participate in the RSCA Program and mentioned NCUR meetings at the College of St. Benedict.

- E. Morrow announced the creation of a one-credit modular course for the Fall 2008 semester, ENG 393, which will focus on conducting research in the social sciences and humanities. She concluded by directing people interested in the RSCA Program to: <http://www.newpaltz.edu/research/usr.html>

#### IX. Adjournment

- A. The meeting adjourned at 5:03 p.m.

Respectfully submitted,

Secretary Pro Tempore

Mary L. Kahl

## Appendix A

President's Report

### **Faculty and Professional Faculty Meeting**

**April 18, 2008**

As we enter the final weeks of the semester, when we typically celebrate academic accomplishments of the current year, let me share with you some news about budget and enrollment that will shape the year(s) to come. In other words, this monthly report is particularly concerned with the future.

State Budget: On the whole, New Paltz came out pretty well in a very strange budget cycle. Overshadowing all deliberations was the struggling state economy. But discussions about budget cuts in response to the economic downturn were dramatically complicated by a gubernatorial transition. As a result, we moved from promises that SUNY might benefit from investments in higher education to staving off more draconian budget cuts.

The State University's base operating budget was ultimately cut by 2.9 percent. We have not yet seen precise numbers from SUNY Central about the impact on New Paltz, but our current estimate is that we may face a cut of approximately \$500,000-600,000 (this off base state support of \$22 million). We will be able to absorb this, and we intend to do so without stopping the forward momentum that has characterized this college over the last several years. But obviously, this operating budget cut will slow the rate of our progress. For instance, it will not be possible to hire as many new colleagues as we'd like (we hope to gain some faculty lines through attrition created by retirements of senior faculty). We'll consider other belt-tightening measures, and we'll explore new revenue sources—or even dipping a bit into our reserves to help fill the gap. The looming concern, of course, is that the state might impose a mid-year budget cut and next year's budget could be very problematic. Recall that unlike 2008, 2009 is not an election year!

On the capital side, though, New Paltz did extraordinarily well—garnering a disproportionate share (well, I don't think it's disproportionate!) of the money distributed to SUNY campuses for new construction. I am delighted to report that we received:

- \$12.8 million needed to fully fund all phases of a comprehensive renovation of the Sojourner Truth Library, and
- \$48 million for the construction of a new science building.

We also received \$16.45 million for critical maintenance projects—the first installment of a new five-year capital plan that is slated to bring \$82 million to New Paltz through 2013. This latter funding will enable us to implement Phase I of the recommendations that emerge from our Campus Facilities

Planning Task Force (e.g., the proposed Mohonk Walk, the greening of the main academic concourse), to replace our obsolete swimming pool, construct a new police station, and to renovate Wooster.

Our success in securing this money would not have been possible without the leadership and commitment of our Assemblyman Kevin Cahill and our State Senator John Bonacic. You need to know that both of them pushed hard within their respective caucuses for New Paltz—and they delivered. If you see them or their staff, please join me in expressing our gratitude.

You may remember that SUNY's last multi-year capital plan allocated only \$33 million for New Paltz (fortunately, we were able to double that through effective lobbying). But with \$143 million coming to us under the new plan, the college may need to augment staff in Purchasing and Facilities to complete these projects in the best way as soon as possible.

Construction: Since we are discussing capital, let me turn now to current construction activity. This week, we advertised for bids on the Old Main project; the Student Union Building addition is next in line. As you've heard me say before, between these two projects, the installation of air-conditioning in Humanities and JFT, and the high-temperature hot-water line replacements, this summer will see an exceptionally robust level of construction. Accordingly, your colleagues from facilities, student affairs, public affairs, academic affairs, information technology and admissions are already making smart plans about how to manage how the campus looks, feels and operates during this construction boom. Ensuring that all members of our community know what's going on, know how to navigate around work sites and are able to get their work done despite the inconveniences will be at the center of these efforts.

Searches: The four finalists for Vice President for Finance and Administration will visit campus between April 24 and May 7. The search for a Dean of Liberal Arts & Sciences is also moving forward: all campus interviews have been completed and the Search Committee has made its recommendations to Provost Lavalley.

Accepted Students Day: I'd like to thank everyone involved in Accepted Students Day. Your presence made a real difference: we received a record 79 deposits. Participants saw firsthand what a talented class of incoming students we shall have this fall. Which leads neatly into a discussion about fall enrollment.

Fall Enrollment: No one could have predicted the extent to which our “hotness” would translate into actual yield of incoming students (the percentage of students who accept our offer of admission), but this fall’s class is beginning to crystallize and I want to share our sense of how things look. To date, we have 974 deposits for this fall’s freshman class—several hundred more than we typically have at this time of year. The quality of the entering class is exceptional. Perhaps most notably, it appears that our yield rate—the hardest admissions number to raise and a clear sign of market strength—may jump significantly. Last year yield was 19.2 percent, and with two weeks to go in the admissions cycle (the national enrollment deadline is May 1), we already stand at 18.5 percent. Each new deposit drives that number up further.

What happens if yield jumps 4-5 percent? Obviously, we’ll have a larger than anticipated freshman class. If we stay this popular, we may see 200-300 more freshmen this fall, even though we are not trying to grow our enrollment! Several factors have come together to put us in this position. For years now, we’ve had a strong market draw, evidenced by huge numbers of applications (recall that we stopped accepting students back in February). Second, our faculty, staff and students have done a terrific job of showcasing our strengths at recruitment events and by making individual contacts with prospective students. Third, it does appear that our reputation was enhanced by the national rankings. Fourth, because we are targeting the best students—the ones with the most choices and thus the hardest to yield—our admissions office made a conscious decision to accept a modestly larger cohort than in previous years. Finally, the slowing national economy and the financial aid wars raging among wealthy institutions have left the admissions landscape especially murky and fluid this spring. But when you roll all of this together, so far the numbers demonstrate that more of the students we wanted are choosing us.

Undoubtedly you’re now thinking: “How would we manage a large influx of first-year students?” To begin with, we’re expecting a somewhat smaller transfer cohort. We’ll allow freshmen to defer their enrollment to the spring. We’ve looked at our classroom space and calculated that it will be sufficient. And we’ll triple more students in the residence halls—but because we will not be able to offer on-campus housing to transfer students, the tripling should not be excessive.

Most important, because any increase in enrollment translates into more tuition revenue, we’ll devote those extra dollars to providing for the extra students. If academic departments, residence life, dining services and other units need more resources, we will get you the help you need.

Even though the final enrollments are uncertain, the Vice Presidents and staff from student affairs and academic advising are developing contingency plans that equip us to meet the needs of this especially gifted class. The Provost will be speaking with the Dean’s Council about this Monday morning, and we’re

seeking faculty guidance. We will need to ensure that we have enough sections of courses that typically enroll freshmen and we may need fewer upper division courses, at least initially, in this large cohort's first two years on campus. Where we need to, we'll add shadow sections and even full-time lecturers in high-demand subjects.

What we must avoid above all is bringing these students here but not delivering on the promise of educational quality we've made to them. I'm confident we won't breach that commitment.

Commencement: The Graduate Ceremony begins will be on Friday, May 16, at 6 p.m. The Undergraduate Ceremony is on Sunday, May 18, at 10 a.m. when our speaker will be SUNY's Interim Chancellor, Dr. John B. Clark. I hope as many of you as possible will participate in these events that are so meaningful to our students and their families.

Chancellor's Awards and Other Recognition: As is our custom, we'll make a big deal out of this at Commencement, but you should know that three of your colleagues have won the Chancellor's Award for Excellence:

- Gerlind Barley of the STL for Excellence in Librarianship;
- Kit French of History for Excellence in Scholarship; and
- Maureen Morrow of Biology for Excellence in Faculty Service.

I know you join me in saluting them. And speaking of well-deserved plaudits, let me close this month by congratulating our colleagues in the newly anointed #1 Metals/Jewelry program in the United States! We always knew that our Metals MFA program was superb; now the rest of the nation knows that it is a true jewel, too.

## Appendix B

### IPO Report to Academic and Professional Faculty April 18, 2008

There are four major items I wish to report to you. They are as follows:

#### **I. Follow up on Recommendations of Master Plan Task Force:**

The Master Plan Task Force met on Friday, April 4, to discuss the feedback we received. The highlight of the issues addressed and items forwarded to the design team includes the following:

1. Pool project will be in phase 1 (it's currently shown in phase 3).
2. Wooster renovation project needs to be shown in phase 1.
3. Choices for designs for benches and waste basket will be decided by the construction department
4. Show the logical and specific system for handicap parking.
5. Recommend how to handle handicap parking for buildings that will not be accessible by roads or service roads.
6. Be specific about parking for individuals with disabilities, and recommend how to indicate on campus, where these designated parking spots should be for any building that does not have its own spots.
7. Clearly indicate that the number of parking spaces for individuals with disabilities in regular lots will be calculated according to the 60/1, as required by the Americans With Disabilities Act.
8. The Task Force will be recommending area shuttle services. The Plan should indicate that.

#### **II. Comprehensive Budget Data online:**

Michele Halstead has kindly provided a comprehensive set of budget reports on [my.newpaltz.edu](http://my.newpaltz.edu). Under the Faculty/Staff Services tab, you will find on the bottom of the page the *Institutional Research and Planning: Data for Your Use*. If you like charts and numbers as much as I do, it will be a treat for you to explore the following files:

- [Revenue & Expenditures -March 21, 2008](#)
- [State Expenditures 2003-2007 - with Utilities Breakout](#)
- [All Funds Expenditures 2003-2007 - with Utilities Breakout](#)

#### **III. SUNY Campus Governance Leaders Surveys:**

- A survey on the budgetary process on various campuses is completed. I am pleased to inform you that they are impressed with the depth of faculty involvement we practice in the process.
- A survey on calendar practices has also been completed. I would be glad to share them with interested colleagues.

### **III. Elections:**

Spring elections are expected to be complete by the end of April. With this round of elections, the Research, Scholarship and Creative Activities for Undergraduates will have an elected board, comprised of representatives from various academic units.

April 9, 2008

Dear Jonathan and Sean:

The Task force met on Friday to discuss the feedback we received, which on the whole was very positive.

Here are a few things we would like changed:

I. Changes to Slides

9. Pool project needs to be shown in phase 1 (it's currently shown in phase 3).
10. Wooster renovation project needs to be shown in phase 1.
11. Please remove the slides that recommend specific designs for benches and waste baskets. We decided we will our design and construction department (John McEnrue) make some choices.
12. Please modify the slide indicating a 5-minute walk from the center to the periphery of campus. This slide seemed to inspire some objections. How about indicating the distance or simply saying "5-15 minute walk"?
13. Please add to the slide Phase 1 Implementation: "Develop design of Route 32 parking lot expansion so that it can be quickly constructed at any time."
14. How can we better indicate and assure viewers of the plan that there is a logical and specific system for handicap parking? The Task Force would like you to make some recommendations:
  - How do you recommend that we handle handicap parking for buildings that will not be accessible by roads or service roads?
  - Can we indicate on the plan that the new lot behind the proposed new Visitor Service building near HAB will be a combination of handicapped and visitor parking?
  - See also Changes for Text

II. Changes to Text

1. In the section on Parking, we would like to include a subheading called "Handicapped Parking." A brief textual discussion here might indicate, or recommend how to indicate on campus, where handicapped parking should be for any building that does not have its own spots.

2. Please mention also in the text that the number of handicapped spaces in regular lots will be calculated according to the 60/1 (regular to handicapped) ADA formula.
3. The Task Force will be recommending area shuttle service. We thought this important enough to be mentioned in the text, perhaps in the section on parking?

IPO Report to Academic and Professional Faculty  
April 18, 2008

There four major items I wish to report to you. They are as follows:

**II. Follow up on recommendations of Master Plan Task Force:**

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15. Pool project will be in phase 1 (it's currently shown in phase 3).
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17. Choices for designs for benches and waste basket will be decided by the construction department
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19. Recommend how to handle handicap parking for buildings that will not be accessible by roads or service roads.
20. Be specific about parking for individuals with disabilities, and recommend how to indicate on campus, where these designated parking spots should be for any building that does not have its own spots.
21. Clearly indicate that the number of parking spaces for individuals with disabilities in regular lots will be calculated according to the 60/1, as required by the Americans With Disabilities Act.
22. The Task Force will be recommending area shuttle services. The Plan should indicate that.

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## President's Report

### Faculty and Professional Faculty Meeting

April 18, 2008

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- \$12.8 million needed to fully fund all phases of a comprehensive renovation of the Sojourner Truth Library, and
- \$48 million for the construction of a new science building.

We also received \$16.45 million for critical maintenance projects—the first installment of a new five-year capital plan that is slated to bring \$82 million to New Paltz through 2013. This latter funding will enable us to implement Phase I of the recommendations that emerge from our Campus Facilities Planning Task Force (e.g., the proposed Mohonk Walk, the greening of the main academic concourse), to replace our obsolete swimming pool, construct a new police station, and to renovate Wooster.

Our success in securing this money would not have been possible without the leadership and commitment of our Assemblyman Kevin Cahill and our State Senator John Bonacic. You need to know that both of them pushed hard within their respective caucuses for New Paltz—and they delivered. If you see them or their staff, please join me in expressing our gratitude.

You may remember that SUNY's last multi-year capital plan allocated only \$33 million for New Paltz (fortunately, we were able to double that through effective lobbying). But with \$143 million coming to us under the new plan, the college may need to augment staff in Purchasing and Facilities to complete these projects in the best way as soon as possible.

Construction: Since we are discussing capital, let me turn now to current construction activity. This week, we advertised for bids on the Old Main project; the Student Union Building addition is next in line. As you've heard me say before, between these two projects, the installation of air-conditioning in Humanities and JFT, and the high-temperature hot-water line replacements, this summer will see an exceptionally robust level of construction. Accordingly, your colleagues from facilities, student affairs, public affairs, academic affairs, information technology and admissions are already making smart plans about how to manage how the campus looks, feels and operates during this construction boom. Ensuring that all members of our community know what's going on, know how to navigate around work sites and are able to get their work done despite the inconveniences will be at the center of these efforts.

Searches: The four finalists for Vice President for Finance and Administration will visit campus between April 24 and May 7. The search for a Dean of Liberal Arts & Sciences is also moving forward: all campus interviews have been completed and the Search Committee has made its recommendations to Provost Lavallee.

Accepted Students Day: I'd like to thank everyone involved in Accepted Students Day. Your presence made a real difference: we received a record 79 deposits. Participants saw firsthand what a talented

class of incoming students we shall have this fall. Which leads neatly into a discussion about fall enrollment.

Fall Enrollment: No one could have predicted the extent to which our “hotness” would translate into actual yield of incoming students (the percentage of students who accept our offer of admission), but this fall’s class is beginning to crystallize and I want to share our sense of how things look. To date, we have 974 deposits for this fall’s freshman class—several hundred more than we typically have at this time of year. The quality of the entering class is exceptional. Perhaps most notably, it appears that our yield rate—the hardest admissions number to raise and a clear sign of market strength—may jump significantly. Last year yield was 19.2 percent, and with two weeks to go in the admissions cycle (the national enrollment deadline is May 1), we already stand at 18.5 percent. Each new deposit drives that number up further.

What happens if yield jumps 4-5 percent? Obviously, we’ll have a larger than anticipated freshman class. If we stay this popular, we may see 200-300 more freshmen this fall, even though we are not trying to grow our enrollment! Several factors have come together to put us in this position. For years now, we’ve had a strong market draw, evidenced by huge numbers of applications (recall that we stopped accepting students back in February). Second, our faculty, staff and students have done a terrific job of showcasing our strengths at recruitment events and by making individual contacts with prospective students. Third, it does appear that our reputation was enhanced by the national rankings. Fourth, because we are targeting the best students—the ones with the most choices and thus the hardest to yield—our admissions office made a conscious decision to accept a modestly larger cohort than in previous years. Finally, the slowing national economy and the financial aid wars raging among wealthy institutions have left the admissions landscape especially murky and fluid this spring. But when you roll all of this together, so far the numbers demonstrate that more of the students we wanted are choosing us.

Undoubtedly you’re now thinking: “How would we manage a large influx of first-year students?” To begin with, we’re expecting a somewhat smaller transfer cohort. We’ll allow freshmen to defer their enrollment to the spring. We’ve looked at our classroom space and calculated that it will be sufficient. And we’ll triple more students in the residence halls—but because we will not be able to offer on-campus housing to transfer students, the tripling should not be excessive.

Most important, because any increase in enrollment translates into more tuition revenue, we’ll devote those extra dollars to providing for the extra students. If academic departments, residence life, dining services and other units need more resources, we will get you the help you need.

Even though the final enrollments are uncertain, the Vice Presidents and staff from student affairs and academic advising are developing contingency plans that equip us to meet the needs of this especially gifted class. The Provost will be speaking with the Dean's Council about this Monday morning, and we're seeking faculty guidance. We will need to ensure that we have enough sections of courses that typically enroll freshmen and we may need fewer upper division courses, at least initially, in this large cohort's first two years on campus. Where we need to, we'll add shadow sections and even full-time lecturers in high-demand subjects.

What we must avoid above all is bringing these students here but not delivering on the promise of educational quality we've made to them. I'm confident we won't breach that commitment.

Commencement: The Graduate Ceremony begins will be on Friday, May 16, at 6 p.m. The Undergraduate Ceremony is on Sunday, May 18, at 10 a.m. when our speaker will be SUNY's Interim Chancellor, Dr. John B. Clark. I hope as many of you as possible will participate in these events that are so meaningful to our students and their families.

Chancellor's Awards and Other Recognition: As is our custom, we'll make a big deal out of this at Commencement, but you should know that three of your colleagues have won the Chancellor's Award for Excellence:

- Gerlind Barley of the STL for Excellence in Librarianship;
- Kit French of History for Excellence in Scholarship; and
- Maureen Morrow of Biology for Excellence in Faculty Service.

I know you join me in saluting them. And speaking of well-deserved plaudits, let me close this month by congratulating our colleagues in the newly anointed #1 Metals/Jewelry program in the United States! We always knew that our Metals MFA program was superb; now the rest of the nation knows that it is a true jewel, too.

State University of New York, New Paltz

Academic and Professional Faculty Meeting

Thursday, May 8, 2008

10:00-12:00

LC 102

Agenda

20. Call to order
21. Approval of the minutes of Academic and Professional Faculty, April 18, 2008
22. Announcements:
  - a. Glenn McNitt: UUP President
23. Report of the President
24. Report of the SUNY Senator: Rose Rudnitski
25. Report of the Presiding Officer
26. Committee Reports:
  - a. Academic Affairs: Helise Winters
    - i. Calendar: Fall 2011 and Spring 2012
    - ii. Annual Report
  - b. Budget, Goals and Plans: Chris DeLape
  - c. Curriculum Committee: Larry McGlinn
  - d. Education Technology: Laura Speth
  - e. Organization Committee: Mary Kahl
27. New Business
28. Adjournment

