

Fall 2011 - Academic Senate: Agendas and Minutes

September 9, 2011

October 14, 2011

November 11, 2011

December 2, 2011

Academic Senate Meeting
September 9, 2011
3:00-5:00 PM
LC 108
AGENDA

1. Call to Order
2. Approval of the Minutes of the May 6, 2011 meeting
3. Announcements
4. Report of the Interim Provost
Questions and action items from floor
5. Provost Search Committee: Conversation with President Don Christian
Questions and action items from floor
6. Election of the VP of the Senate
7. Election of the Secretary of the Senate
8. Report of the Presiding Officer
Questions and action items from the floor
9. New Business
10. Unfinished Business: None
11. Adjournment

Academic Senate Meeting Minutes
State University of New York at New Paltz

September 9, 2011

3:00-5:00

LC 108

Present: Simin Mozayeni (Economics, Presiding Officer of the Faculty/President of the Academic Senate), Janice Anderson (Communication and Media, Academic Affairs), Jacqueline Andrews, (Institutional Research and Planning), Anne Balant-Campbell (Communication Disorders), Karen Bell (School of Education), Richard Bodenschatz (Undergraduate Admissions), Julie Chiarito (Budget, Goals, and Plans), Donald Christian (President's Office), Mary Beth Collier (Academic Advising), Patrick Cook (Student Representative), Jackie DiStefano (Finance and Administration), Judith Dorney (School of Education), Donna Flayhan (Communication and Media), Laurel Garrick Duhaney (Graduate School), Suzanne Grady (Communication and Marketing), Aaron Haselton (Biology), Mary Holland (English), Lisa Jones (Undergraduate Admissions), Mary Kahl (Communication and Media, SUNY University Faculty Senator), Matthew Laudicina (Sojourner Truth Library), Lucien Mott(Advising), Ken Nystrom (Anthropology), Jeff Pollard (International Programs), Mary Sawyer (School of Education), Corwin Senko (Psychology), Elizabeth Shuipis (Records and Registration), Ayenna Thomas (Student Association), Cheryl Torsney (Provost's Office), Emily Trapp (Instructional Media Services), Marcia Tucci (Advising, Organization Committee), Davina Vora (Business), Brian Williams (Athletics), Shelly Wright (President's Office), Paul Zuckerman (School of Science and Engineering).

- I. Call to Order. The meeting was called to order at 3:09 p.m.
- II. Approval of the Minutes. Minutes of the meeting of May 6, 2011 were approved without correction.
- III. Announcements. Two student members of the Academic Senate were recognized: Patrick Cook and Ayenna Thames.
- IV. Report of the Interim Provost. Cheryl Torsney, Interim Provost and Vice President of Academic Affairs, thanked the assemblage for the warm welcome she received on campus. She further thanked the campus community for forbearance with the aftermath of Hurricane Irene and Tropical Storm Lee. She expressed high praise to all who helped with the storms' aftermath and to all who continue to perform their duties despite significant storm-related obstacles. The campus is attempting to accommodate students who suffered personal losses from the storm. Provost Torsney shared the following information about admissions to New Paltz: yet again the College had more applicants than any other SUNY University College, with 14,016 applicants for 1,150 first-year student seats and 2,710 applicants for 650 transfer seats. The College continues to be very selective, offering admission to 40.4% of first-year student applicants

and to 42.88% of transfer applicants. The average high school GPA of our first-year entering class is 91.0, with a median SAT score of 1170. New Paltz continues to embrace diversity, with 31% of our first-year students and 20% of new transfer students coming from traditionally underrepresented groups. 94% of our students hail from New York State. Provost Torsney also discussed new faculty hires for Fall 2011, indicating that New Paltz welcomes 9 new tenure-track faculty members, 2 new tenure-track librarians, and 7 full-time visiting lecturers on one or two-year appointments. The College has approved 15 new positions for faculty hiring for 2011-12, all but two of which are replacement lines. Further positions are under consideration, pending a full review of ongoing financial considerations. Proposals will be solicited from Science and Engineering departments for a faculty position that will entail teaching responsibilities in GE courses that target non-science majors. The Interim Provost will also consider proposals from any school for additional new faculty lines that address issues of course availability, instructional needs, or curricular bottlenecks in the wake of reduced adjunct expenditures. All proposals should address enrollment trends and include a detailed explication of how a new hire will serve student needs. Finally, the Interim Provost will take some suggestions from the Middle States evaluation report and make the following her priorities for the current academic year: clarifying promotion and tenure guidelines (especially for promotion from associate professor to full professor), developing job descriptions for Deans, standardizing the academic integrity process across the College, and mentoring and training of Deans and Chairs. Provost Torsney concluded by urging people to tour the stunningly renovated Old Main Building and opening the floor to questions.

- V. Questions from the Floor. Paul Zuckerman posed a question about the gender imbalance among the New Paltz student body. Brief discussion ensued and several of those present indicated that our campus situation is similar to that of many other colleges and universities, with female students outnumbering male students. Zuckerman posed a second question about how the campus paid for the Hurricane Irene disaster. Vice President of Finance and Administration, Jackie DiStefano, explained that the College is using its reserves to pay for last December's flood damage and also for the significant damage caused by Irene. President Christian remarked that preventative measures may be needed to avoid further damage as climate change events may continue. DiStefano remarked that the College has gotten some external funding to pay for the damage, but that it has not been enough. She said that the College will be looking for some federal monies to help defray our costs. Donna Flayhan asked if the College would be proactive and consider relocating sensitive equipment. DiStefano replied that the campus would invest in fixing the normal items that are in need of repair, such as roofs and windows, and will evaluate overall campus preparedness and examine redundancies. She stated that the College is self-insured and explained what this means.
- VI. Provost Search Committee. President Christian offered a proposal for selecting members to serve on the Provost Search Committee, citing past background and history. He observed that a resolution about the manner in which such a

committee should be constituted was introduced, discussed and approved at the committee level, but that it was never approved through the full faculty governance process. He explained that he wants to honor the spirit of the resolution, specifically with regard to the implication that the interests of each unit must be represented on a provost search committee and that he wishes to gain the benefits of a diverse search committee. The Order of Business was then suspended to consider a motion from the Executive Committee on this matter.

- VII. Motion from the Executive Committee. Based on their meeting earlier in the afternoon, the Executive Committee offered the following motion:

“After consultation with the President, the Executive Committee offers the following motion for consideration by the Academic Senate: That the governance body of each campus division elect 3-5 Academic Faculty candidates for potential membership on the 2011-2012 Provost/Vice President of Academic Affairs Search Committee. In consultation with the Cabinet, the President will select one member from each of these identified groups. These faculty will be joined on the Committee by a member selected by the Organization Committee; by a Professional Faculty member who the President will select from 3-5 Professional Faculty elected by the professional Faculty Council, and others appointed by the President to form a Committee of 9-11 members.

Discussion of the motion ensued. Some members asserted that this matter should be brought to the full faculty, while others disagreed. Ayenna Thomas asked if students would serve on the Provost Search Committee. President Christian answered that he was still undecided about student participation on the Committee. Judy Dorney asked if the selection method recommended in the motion and preferred by the President would produce a diverse committee. Christian responded that the likelihood of achieving diversity on the committee was high. The motion passed by a majority of the Academic Senate. Two negative votes were recorded.

- VIII. Election of the Vice President of the Senate. The election of the Senate VP was delayed by acclamation.
- IX. Election of the Secretary of the Senate. Lucien Mott’s self-nomination to serve as the Academic Senate’s Secretary for the current academic year was accepted by acclamation.
- X. Report of the Presiding Officer. Simin Mozayeni reported on several items of interest. She drew attention to 10 vacant faculty seats on various governance committees, and asked that the respective faculty council chairs/or presiding officers determine who will represent them in these positions. Mozayeni observed that the Shared Service directive issued by SUNY Provost, David Lavalley, will be an important item for governance this year. The Presiding Officer also stated that the repeat grade policy will be reconsidered by the Academic Affairs Committee this year. She observed that governance will be reexamining charges to SAS (Committee on Academic Standing, Appeals, and Scholarship), to the Budget, Goals and Plans Committee, and to the Educational Technology Committee. Consideration will be given to the

restructuring of some central committees, to the size and structure of the Curriculum Committee, to the composition of the Committee on Research, Awards, and Leaves (CRAL), and to developing guidelines for the Chancellor's Awards. Additionally governance will participate in a revision of the document regarding *Structures and Procedures for Renewal, Tenure, and Promotion and Salary Increase* (to allow for RTP rebuttal letters to be submitted at any level of evaluation). Moreover, governance will facilitate a review of departmental personnel subcommittees' structural consistency, and will work on guidelines for the organization of RTP dossiers. The Organization Committee will consider a recommendation from a faculty member to incorporate the Library Committee into the College Faculty Committee structure. Finally, the Presiding Officer stated that she has been invited by Professor Reva Wolf, chair of the RTP Committee, to meet with Interim Provost Torsney to discuss recommendations that the RTP Committee developed last year for improving organization of RTP dossiers (in order to streamline the work of the committee.)

- XI. New Business. A brief discussion about shared services and what this may mean for the New Paltz campus ensued. President Christian used the example of combined procurement among campuses, such as sharing lawn mower purchases. Janice Anderson asked what this may mean on the academic side of our enterprise. Christian responded that this may mean Web or Internet delivery of certain courses. The real issue, he said, is going to be how to respect campus identity and how to leave curricular responsibility to the faculty, as it should be.
- XII. Unfinished Business. None.
- XIII. Adjournment. The meeting adjourned at 4:11 p.m.

Respectfully submitted,
Mary L. Kahl

Academic Senate Meeting
October 14, 2011
3:00-5:00 PM
LC 108
AGENDA

1. Call to Order
2. Approval of the Minutes of the September 9, 2011 Meeting
3. Announcements
4. Report of the Interim Provost
Questions and action items from floor
5. Academic Affairs Committee:
 - a. SEI Revisions in Form and Process
 - b. Recommendation:
 1. **Satisfactory/Unsatisfactory Grading Option:** The Academic Affairs Committee recommends that the time period for students to turn an S/U grade back to a letter grade be one year after the course was completed.
(Current policy allows students three years to turn the S/U grade back to a letter grade.)
 2. **Repeat Course Option:** The Academic Affairs Committee recommends that only students who received a grade of B- or less may retake the course.
(Current policy allows any student to retake a course to improve their grade even if it is an "A-".)
 3. **Replace Grade Option:** When students repeat a course for a grade, only the second grade will be calculated in their CUM. Both grades will appear on students' transcripts.
(Current policy only adds the highest grade to the CUM.)
6. Election of Secretary of the Senate
7. Report of the Presiding Officer
Questions and action items from the floor
9. Unfinished Business: Election of the VP of the Academic Senate
10. New Business

11. Adjournment

**Academic Senate Meeting Minutes
State University of New York at New Paltz**

**October 14, 2011
3:00-5:00 PM
LC 108**

Present: Simin Mozayeni (Economics, Presiding Officer of the Faculty/President of the Academic Senate), Janice Anderson (Communication and Media, Academic Affairs), Jacqueline Andrews, (Institutional Research and Planning), Anne Balant (Communication Disorders), Karen Bell (School of Education), Barbara Caldwell (Development), Rita Celariste (Student Affairs – EOP), Donald Christian (President’s Office), Mary Beth Collier (Academic Advising), Patrick Cook (Student Representative), Nancy Cooney (Faculty Governance Secretary), Judith Dorney (School of Education), L. David Eaton (Enrollment Management), Joel Evans (Music), Donna Flayhan (Communication and Media), Ken Goldstein (Budget, Goals, and Plans; Theatre Arts), Aaron Haselton (Biology), Mary Holland (English); Lisa Jones (Undergraduate Admissions), Matthew Laudicina (Sojourner Truth Library), Jonathan Lewit (Asst. VP IT), Aleanna Luethi-Garreht (Art), Ken Nystrom (Anthropology), Jerry Persaud (Communication and Media), Jessica Poser (Art Education); Rose Rudnitski (University Faculty Senator), Mary Sawyer (Secondary Education); Corwin Senko (Psychology), Elizabeth Shuipis (Records and Registration), Matthew Solano (Student Representative), Ayenna Thomas (Student Association), Cheryl Torsney (Provost’s Office), Carol Vazquez (Psychology), Davina Vora (Business), Catherine Whittaker (Educational Studies), Jamie Zucker (Student Representative), Paul Zuckerman (Computer Science).

1. Call to Order. The meeting was called to order at 3:05 p.m.
2. Approval of the Minutes. Minutes of the meeting of September 9, 2011 were approved with corrections.
3. Announcements. Two new student members of the Academic Senate were introduced: Matthew Solano (Business) and Jamie Zucker (Education).
4. Report of the Interim Provost. Cheryl Torsney, Interim Provost and Vice President of Academic Affairs

Interim Provost Cheryl Torsney’s remarks to the Academic Senate are appended.

5. Report of the Academic Affairs Committee: Janice W. Anderson
 - a. SEI revisions in Form and Process

Janice Anderson provided a brief overview of the differences between the former, printed SEI and the new online SEI. She indicated that the form itself has been revised as well as the format. The new form is the result of a productive collaboration between faculty and the Office of Institutional Research and Planning. She mentioned several advantages including adaptability

(the new form has only 13 common questions; additional questions may be added by individual faculty), and ease of completion online. For this semester only, a pilot administration is being conducted now, at mid-semester, in preparation for the first end-of-semester administration in December, 2011.

Aleanna Luethi-Garrecht gave a presentation on the typography and design of the online SEI. She described factors that needed to be considered and gave examples of forms from other institutions. She indicated the ways in which the typeface and design of the new SEI support successful completion of the form on line. Her presentation is appended to the minutes.

Jackie Andrews described the current pilot administration of new online SEI, which is being conducted in accord with guidelines developed by the Academic Affairs committee. Results of the pilot administration will be available at the end of the month, and will be downloadable in excel format. Her office will provide technical support to those who are unfamiliar with pivot tables and crosstabs. She pointed out that, as with the former SEI, faculty will only receive results after the course has been graded (with the exception of the results of pilot administration). She suggested that faculty try to influence response rates on the SEI by encouraging students to participate.

Several issues about the new SEI were raised, including the format in which student comments will be provided, and to whom; the longevity of data storage (no expiration date); and the fact that faculty who don't wish to participate must actively "opt out" as opposed to having to "opt in" to the former written SEI. Allowing faculty who miss the opt-out deadline to purge records later on would make it possible for faculty to submit an incomplete and possibly skewed set of data in the dossier. It was suggested that if a faculty member neglects to opt-out during a semester in which this would have been advisable, the circumstances should be explained in the dossier. Efforts will be made to ensure that all faculty are aware of the deadline for opting out of the online SEI.

The availability of SEI data to the public under the Freedom of Information Act (FOIL) was discussed. New Paltz is required to comply with FOIL requests for SEI data. The pilot administration is the only exception. During this discussion, additional facts about the new SEI were mentioned. Feedback will be more rapid than with the old SEI. Departments could choose to have collective questions, including open-response questions, in some or all of their courses. Anonymity is assured. Not only will faculty be unable to tell which student submitted which ratings and comments, but it will be impossible to identify overall which students participated and which did not. The scale will be reversed in the new SEI; higher numbers indicate a more positive student reaction. President Christian pointed out that student comments are useful in interpreting the numerical data, and that there is no specific cut-off value. He also reminded the group that SEIs are just one component in the assessment of teaching effectiveness.

b. Recommendations

1. **Satisfactory/Unsatisfactory Grading Option:** The Academic Affairs Committee recommends that the time period for students to turn an S/U grade back to a letter grade be one year after the course was completed.

Discussion focused on the rationale for original three-year time period, and the complications that arise with computation of the gpa when students leave S/U grades on the transcript for long periods of time. Ayenna Thomas stated that the Student Association and Student Senate had approved the motion. The motion passed with two opposed.

2. **Repeat Course Option:** The Academic Affairs Committee recommends that only students who received a grade of B- or less may retake the course.

Discussion focused on the fact that students retaking courses can prevent other students with less seniority from registering for courses that they need. However, some students may wish to retake a course in which the original grade was high to try to achieve an even higher grade in order to compete for a highly competitive fellowship or scholarship. Data on the numbers of students retaking courses in the previous semester were reviewed. The number of students who repeated courses in which the original grade was B or higher was 38. A fairly high proportion of these students ultimately withdrew from the courses. A “friendly amendment” to the motion was proposed. The amended motion is as follows:

- Repeat Course Option:** The Academic Affairs Committee recommends that only students who received a grade of B- or less may retake the course. Students earning a B or better can retake a course only on a “space available” basis.

The amendment to the motion was passed (14 in favor). The amended motion was then passed (one opposed).

3. **Replace Grade Option:** When students repeats a course for a grade, only the second grade will be calculated in their CUM. Both grades will appear on students' transcripts.

Mary-Beth Collier pointed out that in rare cases, students obtain permission from the dean to repeat a course a second time. Consideration was given to amending the motion to make the wording more general, but this was not advanced. The original motion passed (one opposed).

6. Elections

- a. Election of the Vice President of the Senate. The election of the Senate VP was delayed by acclamation pending the resolution of some issues with membership in the senate.
- b. Election of the Secretary of the Senate. Lucien Mott’s self-nomination to serve as the secretary of Academic Senate for the current academic year was overturned because he proved ineligible to serve. Anne Balant’s self-nomination to serve in his place was accepted by acclamation.

7. Report of the Presiding Officer.

Presiding Officer Simin Mozayeni's report is appended.

8. New Business. None.

9. Unfinished Business. None.

10. Adjournment. The meeting adjourned at 4:50 pm

Respectfully submitted,

Anne C. Balant

Interim Provost Cheryl Torsney's remarks to the Academic Senate, October 2011

So, it's mid-October. The leaves are turning, the breeze is crisping, and those of us of the female variety have swapped our sleeveless sundresses for sweaters and blazers. It happens every year, but the feel is ever so much more mellow here in the mid-Hudson Valley. It's a kind of rich sweetness I'm having a tough time putting into words. Suffice it to say, I'm enjoying it.

I'm getting to know some of the students at the Welcome Center: I greatly enjoy checking in and out with them as I come and go from HAB. When I was helping with mail after Irene, I met the brother of a New Paltz student I had met in West Virginia when a group from New Paltz was working on a Habitat House during an alternative spring break trip.

I'm also enjoying working with faculty. I had my first chairs meeting earlier in the week, and I was really pleased with how well the group works. The respect and give-and-take is worthy of mention.

As for staff, what a great bunch. My office is now up to full strength. I can tell you that Valerie McAllister has been selected to serve as the curriculum assistant. As you know, she does ever so much more than that. As of today, Deb Gould is official. She is joining the office as Executive Assistant to the Provost. She will staff the Workload Study Group and Joanne Bernardo, as you know, is our new secretary. If you need to see me, please schedule with her. And Heather Puchalski-Jones is our budget guru.

1. Continue preparations for Work Load Study Group. Almost ready.
2. Searches are up and running, and I begin interviews with candidates next week.
3. Additional lines to address bottlenecks have been presented.
4. Library hours: come to my attention. Am handling appropriately.
5. Looking forward to meeting with faculty to discuss RPT.
6. Going to Cooperstown to meet with other SUNY CAO's. Will network and hope to learn a lot.

Report of the Presiding Officer to the Academic Senate on October 14, 2011

I. Campus

1. Governance Committees Membership, Chairs and Meetings:

I am happy to report to you that finally almost all faculty seats on governance committees are filled. I expect the two remaining vacancies for the School of Education on SI, and one seat for the LA&S on the Senate be filled within the next two weeks. Ayenna Thomas, SA VP for Academic Affairs and Governance is working on filling most student seats on faculty committees.

The committees master list is revised to show changes to date. A draft for the work-in-progress can be found at governance website below.

http://www.newpaltz.edu/governance/CentralCommitteeList/Fall2011/Governance_COMMITTEE_S_MEMBERSHIP_Fall2011_T10-20-2011.pdf

I am also happy to report that all committee chairs, except for the Educational Technology Committee and RTP are elected. I expect these committees to elect their chairs no later than the first week of November. All committee meetings are posted on the master calendar we maintain for governance committee meetings at <https://zmail.newpaltz.edu/home/cooneyn@zmail.newpaltz.edu/Governance%20Calendar.html>.

The Liberal Education Ad Hoc committee will soon hold a series of town meetings to share information with the community about the work of the committee and gather inputs from colleague to formulate a series of motions for faculty consideration this academic year.

The Futures committee of the Liberal Education is also fully seated after two vacancies occurred. Their work is also progressing toward making recommendations to the Liberal Education Committee.

The Executive Committee met prior to the meeting of the Senate today. The Executive Committee discussed at length the proposal for bringing the Library Committee into governance structure; and the consequences of not having representative from the School of Education on the Salary Increase Committee. The OC will deliberate on the Library Committee later this month. The School of Ed will attempt to fill their seats on the SI committee. No further actions were taken by the Executive Committee on these matters.

The OC is determining the timeline for evaluations of deans and will be asked soon to determine representatives from the committee to serve on the search committee for the Dean of the School of Education and the Dean of Science and Engineering.

2. I convened the first meeting of the Committee on Research, Awards and Leaves (CRAL) for election of their chair. At that meeting, I shared with the Committee the procedure the Executive Committee developed last year for consideration of candidates for Chancellor Award for Professional Service and Distinguished Service Professor. I distributed a copy of my report to the Faculty on these matters for reference. I also highlighted other procedural matters of importance for inclusion of a student representative on the committee for Chancellor Awards, and other members of the extended committee for such awards, as required by the SUNY Guidelines as of last year.

3. The Provost Search Committee is moving on a fast track and the plan is to bring candidates to the campus in February. Professors Heath and Morrow, committee co-chairs, will apprise the community when the finalists for the position are determined.

II. The College Council and the College Foundation held their first meetings of this academic year on September 15. The Council approved recommended changes to the *Student Code of Conduct* proposed by Vice President Rooney in conjunction with Title IX. The Foundation will be holding several fundraising events this fall in NYC and in the Hudson Valley region.

III. SUNY Campus Governance Leaders (CGL) will meet next week in conjunction with the University Faculty Senate Fall Plenary, at SUNY Purchase.

Respectfully submitted,

Simin Mozayeni
Presiding Officer of the Academic and Professional Faculty &
Chair of the Academic Senate

Academic Senate Meeting
November 11, 2011
3:00-5:00 PM
LC 108
AGENDA

1. Call to Order
2. Approval of the Minutes of the October 14, 2011 Meeting
3. Announcements
4. Report of the Interim Provost
 Questions and action items from floor
5. Report of the Presiding Officer
 Questions and action items from the floor
6. Unfinished Business: Election of the Vice President of the Academic Senate
7. New Business
8. Adjournment

**Academic Senate Meeting Minutes
State University of New York at New Paltz**

**November 11, 2011
3:00-5:00 PM
LC 108**

Present: Simin Mozayeni (Economics, Presiding Officer of the Faculty/President of the Academic Senate), Jacqueline Andrews, (Institutional Research and Planning), Anne Balant (Communication Disorders/Secretary of the Academic Senate), Karen Bell (School of Education), Richard Bodenschatz (Undergraduate Admissions); Donald Christian (President's Office), Mary Beth Collier (Academic Advising), Nancy Cooney (Faculty Governance Secretary), Matt Clarkson (Student Representative); Jaqueline Distefano (VP Finance & Admin), (Judith Dorney (School of Education), Laurel Garrick Duhaney (Associate Provost and Dean - Graduate School), L. David Eaton (Enrollment Management), Joel Evans (Music), Donna Flayhan (Communication and Media), Ken Goldstein (Budget, Goals, and Plans; Theatre Arts), Lisa Jones (Undergraduate Admissions), Mary Kahl (Communication and Media/VP of the Academic Senate); Matthew Laudicina (Sojourner Truth Library), Ken Nystrom (Anthropology), Jeff Pollard (Center for International Programs), L. David Rooney (VP - Student Affairs), Mary Sawyer (Secondary Education); Elizabeth Shuipis (Records and Registration), Kent Smith (Music), Matthew Solano (Student Representative), Ayenna Thomas (Student Association), Cheryl Torsney (Provost's Office), Emily Trapp (Director IMS), Carol Vazquez (Psychology), Jamie Zucker (Student Representative), Paul Zuckerman (Computer Science), Shelly Wright (President's Office).

1. Call to Order. The meeting was called to order at 3:05 p.m.
2. Approval of the Minutes. Minutes of the meeting of October 14, 2011 were approved with no corrections.

Announcements. Student members of the Academic Senate were introduced: Matt Clarkson (Science and Engineering), Terrell Coakley, SA President (Fine and Performing Arts), Matthew Solano (Business), Ayanna Thomas, SA VP for Academic Affairs (Liberal Arts and Sciences), and Jamie Zucker (Education).

3. Report of the Interim Provost. Cheryl Torsney, Interim Provost and Vice President of Academic Affairs

Interim Provost Cheryl Torsney's report to the Academic Senate is appended.

A question was asked about the Chancellor's Shared Services initiative and a short discussion followed. Provost Torsney indicated that the intent is to reduce costs rather than to reduce staff, in order to have more funds to support programs. In addition, the initiative may permit, via technology, the offering of courses that could not be supported on a single campus. Campuses may be able to offer specialized courses for which a single campus might not have faculty with relevant expertise and/or might not have sufficient enrollments (e.g., less-frequently taught languages).

4. Report of the Presiding Officer.

Presiding Officer Simin Mozayeni's report to the Academic Senate is appended.

5. Elections

- a. Election of the Vice President of the Senate. Mary Kahl was elected unanimously to serve as Vice President of the Academic Senate.

6. New Business. None.

7. Unfinished Business. None.

8. Adjournment. The meeting was adjourned at 3:40 pm

Respectfully submitted,
Anne C. Balant

Interim Provost Cheryl Torsney's report to the Academic Senate, November 11, 2011

I am sorry to have to report that tickets WILL NOT BE SOLD AT THE DOOR for the 111111 Grandest Meeting of the Corduroy Appreciation Club. (As you may have heard, today's date resembles corduroy, in all wales, from wide to pinwale.)

Since you will not be able to get in and the waiting list is closed, you might as well come to the opening of the "Reading Objects" show at the Samuel Dorsky museum, which begins at 5:00 this evening. This popular exhibition is the fifth in an ongoing series in which selected objects from the museum's permanent collection are displayed with texts they have elicited.

The variety of events here at SUNY New Paltz continues to amaze, delight, and educate me. Last evening I attended the Distinguished Speaker lecture delivered by Janna Levin. Ostensibly, she spoke about the third culture. With apologies to CP Snow, who discussed the conflict between the two cultures of art and science, she proposed a third culture, one that merges the artistic and the scientific. I think I spent the entirety of the lecture with my jaw on the floor at this woman's sheer genius: she is a physicist and novelist; a bit of a performance artist; and an acrobat, as evidenced by her ability to maneuver effortlessly in some incredibly high stiletto heels.

She wanted to suggest that there is a third culture, but I'm not sure she convinced me, especially after she said that, really, science is the only lens through which she can see the world, even though she is also a novelist. Long story short, she gave primacy to science because science produces right or wrong answers. Art is nice, but still, it's science's handmaiden. It seems to me that in our dedication to the liberal arts at New Paltz and our embrace of interdisciplinarity, we're out to reimagine that third culture Janna Levin still can't quite envision. But enough of that.

What's been happening in my shop, you might wonder.

1. Work Load Study Group has been charged and will be meeting every two weeks or so. It will begin by gathering and cataloging our practices. We will answer questions such as "How do we define 100% effort?" and "How do individual departments and schools award course release?" Our goal is to gather what data we can and then analyze it, with the long-term goal being recommendations for improving equity if we discover that workload distribution is inequitable.
2. The Pre-professional Programs Task Force is beginning its work by inventorying current pre-professional school advising; examining best practices; cataloging how our peers/aspirational peers/others handle pre-professional recruitment and advising; imagining ways to identify appropriate advisers and offer them opportunities for professional development
3. The Prestigious Fellowships Work Group has not yet met.
4. In addition to these task forces and work groups, I've been charging other groups, including the Central Committee and Search Committees
5. You may know that Dean of the Sojourner Truth Library, Chiu-chun Lee, is retiring, so we will be naming an interim dean soon, and forming and charging a search committee.

6. Last time we met, I told you that I was going to Cooperstown to meet with the other SUNY system chief academic officers. We started discussing shared services and how we might use technology, for instance, to offer courses few of the campuses can offer on their own. Next week we'll be talking specifically about best practices in on-line delivery of less-frequently taught languages, with guidance from the Modern Language Association.
7. I'm also going to begin work on standardizing a process for peer evaluation of teaching for all faculty. I realize that this already happens both formally and informally in some pockets, but it would be good to standardize it. We need to remember that SEIs are only one way of measuring teaching effectiveness. Peer evaluations of instruction are another important way.
8. Deb Gould met with Jeff Miller to discuss the UUP's partnering with Academic Affairs re: mentoring for new and early career faculty. More discussions are scheduled.

Report of the Presiding Officer to the Academic Senate, November 11, 2011

As usual, my report highlights activities related to central committees, the College Council and College Foundation meetings, and the SUNY Campus Governance Leaders, since my last report in October.

I. Committees

I wish to welcome new SA members of the Senate, Matt Clarkson (School of Science and Engineering), Terrell Coakley, SA President (School of Fine and Performing Arts), Matthew Solano (School of Business), Ayanna Thomas, SA VP for Academic Affairs [Liberal Arts and Sciences), Jamie Zucker (School of Education).

Due to Irene's aftermath, committees started their work a bit later this fall. I am pleased to report that they are now in full swing with all seats filled, except for one for the School of Education on the Senate. All committee chairs are elected, and they have determined their schedule for their meetings. On governance website you can access the committees list for 2011-12 and the master calendar for all meetings. Their links are:

http://www.newpaltz.edu/governance/CentralCommitteeList/Fall2011/Governance_COMMITTEES_MEMBERSHIP_Fall2011_T11-3-2011.pdf

<https://zmail.newpaltz.edu/home/cooneyn@zmail.newpaltz.edu/Governance%20Calendar.html>

A summary of committees' activities are as follows:

The Executive Committee met earlier this afternoon. Committee Chairs gave a brief report. The action item they considered was the Middle States Self Study, Standard 4 [Leadership and Governance] Recommendations:

Faculty perceptions of the effectiveness of governance as an agent of institutional change should be studied. This could help strengthen faculty commitment to service and identify ways to improve the role of governance in campus decision-making.

We also need to study how equitably the service workload in governance is distributed among faculty groups, including by rank, by tenured and non-tenured status, and by division, and whether service in governance is appropriately rewarded.

The motion for consideration of these recommendations did not pass. The Executive recommended including information about service and shared governance in the packet new faculty receive during their orientation.

The general consensus was that governance is appreciated by those who are involved. The executive committee noted and agreed that new faculty need to become aware of shared governance, its purpose and value and their professional obligation for service. We will prepare a brief summary of governance structure and committees' description for distribution to new faculty hires.

Academic Affairs Committee is currently focusing on the use of SEIs and deans' role in promotion of good teaching. In spring, they will consider a recommendation for adjuncts teaching independent study courses.

Budget, Goals and Plans has met with Jackie Andrews to discuss the annual budget survey they conduct. They also have met with VP Jackie DiStefano about possible role for the committee in making recommendations for budgeting additional revenues from tuition increases.

Curriculum Committee now posts all courses and other proposals they receive on Blackboard, showing the flow and status of these proposals. Valerie McAllister from the Provost Office serves as a liaison, assisting them with SUNY timelines and requirements. We thank Val for her invaluable assistance with the work of the committee.

Educational Technology's annual report will be on the agenda for the next Faculty meeting, being held on 11/21/11.

Committee on Research, Award and Leaves [CRAL] has determined their meeting dates and time and the timelines for review of the files. They have received 18 applicants for sabbatical leaves.

The Student Association has elected Ayanna Thomas, SA VP for Academic Affairs, to serve on the extended CRAL committee for Chancellor Awards. Per SUNY Guidelines, the extended CRAL also includes the Presiding Officer and the President's representative.

Salary Increase [SI] Committee has a full committee after a long while! I appreciate Mary Sawyer's extraordinary effort filling the School of Ed's seats.

Reappointment, Tenure and Promotion [RTP] will make its annual report to Faculty assembly next month. The committee has developed a set of recommendations for organization of the dossiers for the future.

Organization Committee will soon forward recommendations to the Executive Committee and the Senate and to Faculty assembly regarding a proposal for bringing the Library Committee into the governance structure. They are also working on the timeline for campus-wide evaluation of deans for providing data for consideration by the Provost and President.

The Liberal Education Ad Hoc Committee has planned several forums to gather input from colleagues for consideration by the committee; and inform them of the committee's research and deliberations to date that ultimately will shape the revision of our General Education requirements.

The Futures Committee [early-career academic faculty] will soon make recommendations to the Liberal Education Committee. They have begun work on preparing a short document of recommendations born out of consultation with colleagues and their own discussions.

II. **The College Council** held its second meeting of this AY on October 20, 2011. President Christian briefed the Council on the State of the College. Vice President DiStefano gave a report on the Core Instructional Budget as of the date, including data for actual and expected expenditures and revenues.

Professor Kristine Harris, director of Asian Studies, and two students in the Asian Studies program who are also in the China-US Living-Learning Community program made a presentation to the Council that was received with praise and enthusiasm.

The **College Foundation** has not met since my report in September.

III. Campus Governance Leaders [CGL] are in conversation about grade change policies on different campuses. Also, some have undertaken measures for inclusion of governance in ensuing discussions on “Shared Services,” under consideration by the office of the Chancellor.

Respectfully submitted,

Simin Mozayeni
Presiding Officer of the Academic and Professional Faculty &
Chair of the Academic Senate

Academic Senate Meeting

December 2, 2011

*LC 108
3:00-5:00*

Agenda

1. Call to order
2. Approval of the minutes of November 11, 2011 meeting
3. Announcements
4. Report of the Interim Provost Cheryl Torsney
Questions and action items from the floor
5. Report of the Presiding Officer Simin Mozayeni
Questions and action items from the floor
6. Committee Reports:
 - Curriculum Committee: Program Revisions
 - Electrical and Computing Engineering

 - Music, Classical Performance
 - Music, Contemporary Music Studies Program
 - Music, Jazz Studies Program

 - Ceramic Program
 - Metal Program
7. Unfinished Business: None
8. New Business
9. Adjournment

**Academic Senate Meeting Minutes
State University of New York at New Paltz**

**December 2, 2011
3:00-5:00 PM
LC 108**

Present: Simin Mozayeni (Economics, Presiding Officer of the Faculty/President of the Academic Senate), Jacqueline Andrews, (Institutional Research and Planning), Anne Balant (Communication Disorders/Secretary of the Academic Senate), Karen Bell (School of Education), Richard Bodenschatz (Undergraduate Admissions); Gregory Bray, (Communication and Media/ Curriculum Committee), Donald Christian (President's Office), Nancy Cooney (Faculty Governance Secretary), Terrell Coakley (Student Representative); Jaqueline Distefano (VP Finance & Admin), Judith Dorney (School of Education), L. David Eaton (Enrollment Management), Joel Evans (Music), Donna Flayhan (Communication and Media), Lisa Jones (Undergraduate Admissions), Mary Kahl (Communication and Media/VP of the Academic Senate); Matthew Laudicina (Sojourner Truth Library), Bernadette Morris (Records and Registration), Ken Nystrom (Anthropology), Jeff Pollard (Center for International Programs), Corwin Senko (Psychology), Elizabeth Shuipis (Records and Registration), Kent Smith (Music), Ayenna Thomas (Student Association), Cheryl Torsney (Provost's Office), Davina Vora (Business), Catharine Whittaker (Educational Studies), Brian Williams (Associate Director, Athletics, Wellness, and Recreation), Jamie Zucker (Student Representative), Paul Zuckerman (Computer Science), Shelly Wright (President's Office).

1. Call to Order. The meeting was called to order at 3:08 p.m.
2. Approval of the Minutes. Minutes of the meeting of November 11, 2011 were approved with no corrections.

Announcements.

Jacqueline Andrews reminded faculty to exhort students to complete the online SEI.

Karen Bell announced an event to honor Rose Rudnitski on her retirement, to be held on Tuesday, Dec. 20, 2-4 p.m. in the "1907" room of Old Main (B125).

Buttons with the New Paltz Logo and the phrase "Can we talk about it?" were distributed in support of the recent initiative to promote racial equality on campus.

3. Report of the Interim Provost. Cheryl Torsney, Interim Provost and Vice President of Academic Affairs

Interim Provost Cheryl Torsney's report to the Academic Senate is appended.

A question was asked about the diverse items that Provost Torsney mentioned as potential contents of a teaching portfolio (along with SEI data). These additional items are optional, but it

is prudent to include at least some of them (particularly teaching observations by peers). Provost Torsney confirmed that this information is being conveyed to tenure-track faculty.

Clarification about dual major and dual degree options was requested. Apparently not all of the options are described in the Advising Handbook and/or college Catalog. A double major with two programs that have the same designation (BA, BS, or BFA) requires 120 credits. A double major with two programs that have two different designations requires 135 credits. A dual degree with two different designations requires 150 credits.

The BA and BS requirements are somewhat less differentiated than at other institutions. At New Paltz, the sole distinction between the two designations is the number of Liberal Arts credits (60 for BS, 90 for BA). It is unclear whether this is the result of SUNY Systems policy or just the effect of the ways in which programs have evolved over time. President Christian indicated that this is an area that we may wish to address in the future.

4. Report of the Presiding Officer.

Presiding Officer Simin Mozayeni's report to the Academic Senate is appended.

A question was asked about the inclusion of advisement in the category of instruction as opposed to service. The Curriculum Committee classifies advisement as instruction, but the Guidelines of the Board of Trustees classify it as service. A question was asked about whether this could be changed. It was pointed out that in some cases, advisement is equated to teaching in the computation of workload for faculty who have significant advising responsibilities.

5. Committee Reports

Curriculum Committee: Program Revisions

The following major programs in music were revised to meet accreditation standards (National Association of Schools of Music (NASM)).

Music, major in Contemporary Music Studies

Music, major in Classical Performance

Music, major in Jazz Performance

All three majors are being reduced by 6 credits in order to conform to NASM requirements. The staffing implications of this change were not addressed by the curriculum committee. Review of the cover sheet for Program Revisions showed that no such question is asked. Gregory Bray agreed to bring this issue to the Curriculum Committee. Revisions to all three programs were approved unanimously.

The following programs were revised to add a new required course, "Crafting in Virtual Space" in conjunction a corresponding reduction in the number of required studio electives.

Studio Art, Program in Metals

Studio Art, Program in Ceramics

Revisions to both programs were approved unanimously. The major program in Electrical and Computer Engineering was revised to meet ABET standards. Specifically, an elective course that formerly was in engineering or science is now required to be in science or mathematics to ensure that the program has enough allied-area courses. The revision was approved unanimously

6. New Business

Mary Kahl announced that the University Faculty Senate has passed a resolution in honor of Rose Rudnitski's many years of service to SUNY. She proposed a similar resolution to be brought forward to our faculty. This was followed by a discussion of the myriad ways in which Rose has served the college and the SUNY system throughout her career. Several additions to the resolution were made during the discussion. The resolution passed unanimously. The resolution is appended.

7. Unfinished Business

None.

8. Adjournment.

The meeting was adjourned at 4:17 p.m.

Respectfully submitted,
Anne C. Balant

Interim Provost Cheryl Torsney's report to the Academic Senate, December 2, 2011

“Let’s Talk About It” forum

I attended the “Let’s Talk About It” forum on Wednesday evening and learned a lot. I did not know, for example, that our freshman orientation activities may inadvertently make EOP students the targets of hurtful comments. Both at the forum and in the days that have followed, I have heard how many, many on our campus have been hurt by racism, from the students in LeFevre Hall who will remain hyper vigilant until the offender is apprehended, to the staff member who never received a valentine in elementary school and didn’t understand why until her older brother told her that it was about prejudice.

We have work to do, clearly. As President Christian has said, however, a full response requires strategy and planning. What I came away from the forum believing, though, is that it is the will of this community to continue to talk, to plan, and to act to banish racism, insofar as that is possible, from our campus.

SEIs

Institutional Research reports that it has been receiving a number of questions about the electronic SEIs despite what we might agree was a terrific trial run at midterms. The first issue is timing: The window for completion of electronic SEIs is the same as the window for completion of the pencil and paper versions. We may wish to discuss changing it. The second issue is the opt-out option: Students want to evaluate their instructors and have gone online to complete their SEIs only to discover their instructors have opted out. Nothing keeps a student from writing a separate evaluation to chairs and deans, and I expect some students whose faculty have opted out will do just that. The third issue is the ownership of the comments. SEIs, everyone understands, are FOILable. So, the comments are already potentially in the public domain. I’ve conferred with the deans and have their support: our position is that the SEI comments are part of the single evaluation and provide a necessary context for the numerical scores. Readers of SEIs should focus on the majority opinion expressed in the SEI comments. Finally, SEIs scores and comments are to be evaluated in the context of the entire teaching dossier, which could and should include peer evaluations of instruction, syllabi with student learning outcomes (as recommended by the Middle States team), assignments, graded papers, evidence of attendance at teaching workshops, letters from past students, etc.

We fully anticipate that we will want to engage the community in deciding how to tweak the new electronic SEI process in the months ahead, including the length of the response window, but we will not be returning to the pencil and paper version.

Peer Evaluation of Instruction

Several of the colleges and schools have mechanisms for peer evaluation of instruction. As I’ve been reading through the RTP dossiers in my office, I note the inclusion of peer evaluation of instruction, which is certainly a best practice. In fact, one of the best things a new instructor can do for himself or herself is to request such evaluations from a number of folks. One can’t take critique to heart. It’s not meant to be criticism of one’s core character; rather, such evaluation is designed to provide the instructor with additional insights and to be formative. By debriefing

with the peer evaluator and reviewing his or her comments, an early career instructor might well be alerted to issues that could be remedied in order to improve instruction.

Because instruction is our core mission, it is of further importance to evaluate adjuncts before offering a new contract. Such peer review would provide a mechanism to observe and report on the quality of instruction provided by those who are not full-time but who provide a tremendous service to the institution.

Clarification of Double Major/Dual Degree/Single degree with two majors

There has been some confusion about what is meant by the following designations: double major, dual degree, and single degree with two majors. So, here the skinny:

Double major: earned when a student has completed all requirements for two majors in a single degree category, e.g., BA in English and History; BS in Chemistry and Physics. N.B. A student pursuing a BS in Education (early childhood, childhood and adolescence) may not declare a major in the same teaching subject associated with the education degree.

Dual degree: earned when a student has completed all requirements for two degrees and two majors in two different degree categories, e.g., BFA in Studio Art and BA in Philosophy; BS in Mathematics and BA in Communication and Media. To earn a dual degree, students must complete an additional 30 hours of courses that do not overlap. The student receives both degrees.

Single degree with two majors in different degree categories: earned when a student has completed all requirements for a major in one degree category but also completes an additional major in a different degree category, e.g., BS in Business with a second major in Asian Studies, which normally leads to a B.A. The student must complete an additional 15 hours that do not overlap and receives only one degree. (Not currently in the catalog.)

Absence from Campus

I'll be off campus from Sunday until Wednesday acting as part of an accreditation team for the Higher Learning Commission, the Midwest sister to Middle States. It's terrific professional development, and I always learn a lot as a member of one of these teams.

I would encourage any of you who are interested in institutional rather than – or in addition to – programmatic assessment and evaluation to be trained as a consultant evaluator for Middle States. Please see me if you're interested.

Report of the Presiding Officer to the Academic Senate, December 2, 2011

My report highlights major activities of the College Faculty Committees and the a brief report on the meeting of the College Council in November.

Academic Affairs Committee: they are working on advising assessment. They are deliberating the appropriate level for such assessment and the instrument. They have also clarified that according to our Faculty Handbook, advising should be credited for “Instructional Activities” rather than service.

Curriculum Committee has processed about 100 proposals since the beginning of the semester. They maintain proposal records on Blackboard, indicating the status of their review. Val McAllister has been a tremendous assistant to them. They have met with Interim Provost to discuss hybrid courses. They have noted that for the first time, the development of an online course has been declined by CREO, based on “lack of track record” for the faculty who has proposed the course.

Committee on Research, Awards and Leaves [CRAL] has reviewed and made recommendations on 19 Sabbatical files. They will then review files for research awards and Chancellor Awards.

Committee on Reappointment, Tenure and Promotion [RTP]) has reviewed and made recommendations for five files for the December cycle.

Organization Committee has voted down a proposal for inclusion of the Library Committee into governance structure. They are developing the timeline and procedure for deans evaluation. Two deans are scheduled for evaluation is Spring 2012. Library Committee They are also working on revision of the Bylaws to specify which MC positions will be included in their evaluations, and who will receive the results of the survey OC conducts.

College Council met on November 18. A presentation on the Institute for Disaster Mental Health and the Disaster Studies Program was received with admiration. The presenters were Professors James Halpern., Director, and Karla Vermeulen, Deputy Director, and two students from the program.

Respectfully submitted,

Simin Mozayeni
Presiding Officer of the Academic and Professional Faculty &
Chair of the Academic Senate

**Resolution Honoring Dr. Rose Rudnitski,
Department of Educational Administration**

Whereas **Rose Rudnitski** has had a distinguished career as a faculty member, department chair, and associate dean in the School of Education at the State University of New York at New Paltz, and

Whereas **Rose Rudnitski** has served our campus as a tireless governance leader and college ombudsman, and

Whereas **Rose Rudnitski** has served as a two-term Presiding Officer of the Academic and Professional Faculty and as a two-term University Faculty Senator, and

Whereas **Rose Rudnitski** has contributed significantly to the development of general education within the SUNY system through her work on the Provost's Advisory Committee on General Education and her subsequent efforts on the General Education Review Committee, and

Whereas **Rose Rudnitski** has been honored with a Chancellor's Award for Excellence in Faculty Service, and

Whereas **Rose Rudnitski** has been a persistent and vocal advocate for the rights and responsibilities of faculty, and

Whereas **Rose Rudnitski** will shortly be leaving the State University of New York at New Paltz,

Therefore, Be It Resolved that the Executive Committee of the College Faculty and the Academic Senate of the SUNY New Paltz College Faculty hereby express profound thanks and lasting gratitude to **Rose Rudnitski** for her many years of exemplary service to our campus.

Be it Further Resolved that the Executive Committee of the College Faculty and the Academic Senate of the SUNY New Paltz College Faculty hereby confer best wishes to **Rose Rudnitski** in all of her future endeavors.

December 2011