Spring 2009-- Academic Senate: Agendas & Minutes
January 30, 2009
March 6, 2009
April 3, 2009
May 1, 2009

Academic Senate Meeting
January 30, 2009
3:00-5:00
JFT 1010

AGENDA

1. Approval of the minutes of the December 5, 2008 meeting
2. Announcements
3. Report of the OC:
   A. Standing Committees of Academic Affairs
   B. GE Board Proposal
   C. Membership of the Executive Committee
4. Report of the Provost
   Questions and action items from the floor
5. Report of the Presiding Officer
   Questions and action items from the floor
6. Unfinished business: None
7. New business
8. Adjournment
Meeting of the Academic Senate
Minutes – January 30th, 2009

Members present: Jacqueline Andrews (Institutional Research & Planning), Karanja Carroll (LA&S), Kerry Carso (F&PA), Shafiu Chowdhury (S&E), Thais daCunha (Education), Christine De Lape (Budget, Goals, & Plans Committee, F&PA), Francois Deschamps (F&PA), Laurel Garrick Duhaney (Academic Affairs), Clara Enuma (Engineering), Lisa Jones (Professional Faculty), Mary Kahl (LA&S, Organization Committee), Peter Kaufman (LA&S), David Lavallee (Provost’s Office), Bernadette Morris (Academic Affairs), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President’s Office), Scott Saccomano (Nursing), Spencer Salend (Education), James Schiffer (LA&S), Heather Whalen Smith (Library)

The meeting was called to order at 3:02pm.

1. Minutes. Laura Dull, Clara Enuma and Thais daCunha’s names were added to the members present. The minutes were approved as corrected.

2. Announcements

April 3-5 SUNY’s 60th Anniversary Conference: SUNY and the Promise of Higher Education in America will be held at the University of Albany.

April 4th at 7pm there will be two speakers on U.S. Policy in the Middle East.

The New Paltz bus loop is up and running. It is free for all SUNY New Paltz faculty, staff and students.

3. Report of the Provost

Maureen Morrow and others faculty members received a Merrick Association for the Advancement of Science grant for undergraduate research for the third year. More applications for Chancellor Awards were received this year than average.

Middle States – The Middle States committee has already been formed. The first of three meetings prior to the visiting team will be in mid to late April. It is best to start early in the Middle States cycle as allows an institution to receive early guidance in the Middle States process. Full Middle States visit will
be conducted in Spring 2011 and the campus will be conducting a General Self Study rather than a Targeted Study. It was further explained that Targeted self studies are usually conducted by institutions that have had a major mission change.

Adjunct and Full Time Faculty – The ratio of full time faculty to adjuncts is currently 70/30. This is a vast improvement from the 50/50 ratio from ten years ago. It was noted that the preferred ratio is 80/20 and that there are some areas of study where it is best to have adjuncts. This meets the SUNY-wide goal of 70% full time faculty. It was also noted that the number of GE classes taught by full time faculty has increased as well.

4. Report of the Organization Committee

   A. Standing Committees of Academic Affairs

   The proposal collapses two standing committees of Academic Affairs (Committee on Academic Appeals and Committee on Academic Standing) into one committee: the Standing Committee of Academic Appeals and Academic Standing. The proposal was unanimously approved.

   B. GE Board Proposal

   This proposal will bring the GE Board under faculty governance. This was approved by the Executive Council and also has the support of the Provost and President. The first election will have staggered terms. Thirteen members will be elected with representation based on the number of GE classes taught by each constituency.

   In section A.2 “curriculum” was replaced with “GE Curriculum” and “full time faculty” was changed to “full time Academic Faculty.” In section B the sentence “Representation shall be based on the percentage of GE courses taught by each of the constituent units” was inserted.

   The proposal was accepted with one abstention.
C. Membership of the Executive Committee
Brought with the approval of the Organization Committee (1/29/09)

I. Resolved: That the Vice President of the Academic Senate be made a voting member of the Executive Committee of the Academic Senate.

II. Resolved: That, in the event that he/she represents multiple constituencies, the Vice President of the Academic Senate be granted only one vote on the Executive Committee of the Academic Senate.

As the bylaws currently stood, the Vice President of the Academic Senate was not a voting member of the Executive Committee or required to attend Executive Committee Meetings. As the Vice President’s duties include taking over as Academic Senate Presiding Officer if needed, it is important that the Vice President be aware and involved in issues faced by the Executive Committee.

It was unanimously approved that the Vice President of the Academic Senate becomes a voting member of the Executive Committee.

5. Report of the Presiding Officer

Provost Search – The Provost search committee conducted seven off-campus interviews in January. The committee has narrowed the search to three finalists who will be visiting the campus the weeks of February 16th and 23rd. Special faculty meetings will be held so that faculty may attend candidate presentations and Q&A sessions. The exact dates will be announced soon.

The President has invited the chairs of the Budgets & Goals (Christine DeLape) and Organizational Committees (Mary Kahl) as well as the Presiding Officer (Simin Mozayeni) to his Wonks Policy Group meetings on current budget discussion. They will not be involved, however, when personnel issues are discussed.

Jackie Andrews and the Provost have organized a committee on developing a matrix for peer evaluation of teaching. The committee will be meeting on February 19th. The Presiding Officer was invited and will be in attendance (as well as the Chair of the Academic Affairs, Stella Deen, and Jan Hammond, from Education Administration).
CRAL (Committee on Research, Awards and Leaves) is meeting next week to recommend nominees for Chancellor’s Awards. According to the SUNY guideline, the extended committee for this purpose includes the Presiding Officer, a President Appointee, and a student representative.

Budget, Goals and Plans is considering forming two new standing committees, one on Environmental Standards and the other on Public Art on campus.

6. Unfinished Business: None

7. New Business: None.

8. Adjournment. Meeting adjourned at 4:02 pm.

Respectfully submitted,
Heather Whalen Smith
AGENDA

1. Approval of the minutes of the January 30, 2009 meeting

2. Announcements:
   
   Ben Olsen, Student Association President

3. Report of the Provost
   
   Questions and action items from the floor

4. Report of the Vice President for Enrollment Management: Four-Credit Courses
   
   Questions and action items from the floor

5. Report of the Presiding Officer
   
   Questions and action items from the floor

6. Unfinished business: None

7. New business

8. Adjournment
Meeting of the Academic Senate
Minutes – March 6th, 2009

Members Present:  Kerry Carso (F&PA), Nancy Cooney (Academic Computing), Chris DeLape (BG&P Committee), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Mark Dziuba (F&PA), Brenna Fearey (VP Academic Affairs, Student Assembly), Tabitha Holmes (LA&S), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee & VP of Academic Senate & LA&S), Peter Kaufman (LA&S), David Lavallee (Provost), Jae Lee (Business), Bernadette Morris (Records & Registration), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President’s Office), David Rooney (Student Affairs), Rose Rudnitski (University Faculty Senator), Spencer Salend (Education), James Schiffer (LA&S), Heather Whalen Smith (Library), Shelly Wright (President’s Office)

The meeting was called to order at 3:03pm

1. Minutes.  The minutes were approved without correction.

2. Announcements.

  Brenna Fearey was introduced as the new Student Association Vice President of Academic Affairs.  She announced that it would be helpful for faculty to decide on course textbooks for their courses and to make that information available to students as soon as possible.  Placing textbooks on reserve in the library was discussed.

  Ben Olsen was awarded the Student Chancellor’s Award.

  Dean Schiffer announced the kickoff of the Middle Eastern Studies Center. The first talk has been scheduled for April 6, at 7:00 PM.

3. Report of the Provost

  Fall 2009 schedule is being finalized. Registration numbers from Fall 2007 are being used as a model instead of Fall 2008, as 2008 had unusually high registration numbers.

  There were 14 new faculty searches conducted this year. Two will be differed to next year due to inadequate candidates.

  Committee recommendations for the new Dean of F&PA are due to the Provost in the upcoming week.

  The curriculum committee is looking into streamlining the process for faculty review of online courses. They are also looking into creating a review process for modular courses, which currently do not need to be reviewed. The new guidelines would require the course to be reviewed after the second time taught. Grandfathering or some method of staggering reviews of previously taught modular courses will be
adopted to prevent an overwhelming workload.

The college will not create a J-term for 2010, due the need to create increased support to handle the J-term workload.

4. Report of the Vice President for Enrollment Management: Four Credit Courses.

David Eaton presented on the topic of four credit courses and opened the topic to discussion. Highlights of the major issues discussed included: difficulty of student scheduling; potential decrease of course diversity; the pros and cons of department adoption vs. college-wide adoption. VP Eaton was asked to share his presentation slides with the committee members for their further consideration. The slides are attached to the minutes’ file.

It was stressed that this decision was primarily an educational decision and it was suggested that an impact study may be of use in decision making.

5. Report of the Presiding Officer

The Presiding Officer was part of a delegation of faculty and students who went to Albany on February 24th (SUNY Day) to meet with legislators to advocate for SUNY.

The Presiding officer is attending the President’s policy group who are developing the criteria for adjusting the budget to the recent and expected future cuts.

The Provost Search Committee has forwarded their recommendations to the President, who will announce the new Provost by the end of March.

The teaching rubric metric work group/ Re President's Vision Statement

The Middle States accreditation planning is under way. Associate Provost, Laurel Garrick Duhaney and Prof. Linda Greenow, co-chairs of the committee, have invited the Presiding Officer to participate in planning for the visit.

Budget, Goals and Plans is advancing its recommendation for formation of the Environmental Standards entity. They will soon forward it to the Organization Committee for their consideration and recommendation to the senate and faculty at large.

The Governance website is updated, and through Blackboard, committees can communicate and share
documents.

Nancy Cooney, governance secretary, demonstrated a new “My Committee” section in Blackboard which enables members of governance committees to email each other and upload & share files.

She also demonstrated a new faculty governance website (www2.newpaltz.edu/governance/wordpress/).

6. Unfinished Business. None

7. New Business. None

8. Adjournment. The meeting was adjourned at 4:18.
1. Approval of the minutes of the March 6, 2009 meeting

2. Announcements

3. Report of the Provost

   Questions and action items from the floor

4. Report of the OC:

   Proposal for inclusion of the Sustainability Committee (formerly the Environmental Task Force) in the faculty governance structure

   Approved by the Budget, Goals and Plans Committee (2/24/09)
   Amended and Approved by the Organization Committee (3/24/09)

**Proposed:** That the Sustainability Committee be included in the faculty governance structure as a standing committee of the Budget, Goals and Plans Committee.

**Proposed:** That members of the Sustainability Committee shall be elected from among the ranks of the full-time academic and professional faculty to serve for up to two consecutive two-year terms.

**Proposed:** The Sustainability Committee shall oversee the sustainability mission of the College:

The Sustainability Committee shall do the following:
1. Enhance campus awareness about environmental issues and problems.

2. Encourage environmentally sound practice through individual action and through the continued development and implementation of policies that move the College toward an ecologically sustainable campus.

3. Assist with the fulfillment of the American College and University Presidents Climate Commitment by helping to develop and implement a plan for the College to become climate neutral.

4. Report to the Budget, Goals and Plans Committee annually.

The Sustainability Committee shall be composed of 7 elected faculty members, 1 member chosen from the Budget, Goals and Plans Committee, 4 student representatives, and 4 ex-officio members. All members shall have one vote.

Sustainability Committee members shall be elected from among the faculty units as follows:

Education (1 seat), Liberal Arts (1 seat), Science and Engineering (1 seat), Fine and Performing Arts (1 seat), Business (1 seat), Library (1 seat), and Professional Faculty (1 seat).

One (1) member shall be selected to serve from among the elected membership of the Budget, Goals and Plans Committee.

Four (4) members shall be student representatives.

Four (4) ex-officio members, selected to serve in advisory capacities, shall represent Facilities Management (1 seat), Environmental Health and Safety (1 seat), Office of the Vice President for Administration and Finance (1 seat), and will include the Campus Sustainability Officer (1 seat).
Minutes from Sustainability Committee meetings will be distributed to the Budget, Goals and Plans Committee, Facilities Management, Environmental Health and Safety, Office of the Vice President for Administration and Finance, the Campus Sustainability Officer, and the faculty governance secretary.

5. Report of the Presiding Officer
   Questions and action items from the floor

6. Unfinished business: None

7. New business

8. Adjournment
Meeting of the Academic Senate
Minutes – April 3, 2009

Members Present: Carlos Aponte (Graduate School), Peter D.G. Brown (LA&S), Karanja Carroll (LA&S), Kerry Carso (F&PA), Mary Beth Collier (Academic Advising & Provost Office), Chris DeLape (BG&P Committee), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Mark Dziuba (F&PA), Ghader Eftekhari (S&E), Salvatore Engel-DiMauro (LA&S), Clara Enuma (S&E), Brenna Fearey (VP Academic Affairs, Student Assembly), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee & VP of Academic Senate & LA&S), Peter Kaufman (LA&S), Beth King (Career Resource Center), Jae Lee (Business), Simin Mozayeni (Presiding Officer), Ben Olsen (Student Association), David Rooney (Student Affairs), Scott Saccomano (LA&S), James Schiffer (LA&S), Edward J. Sullivan (Education), Burnadette Van Riper (Education), Heather Whalen Smith (Library)

The meeting was called to order at 3:05pm

1. Minutes. The minutes were approved without correction.

2. Announcements.

The Center for Middle Eastern Dialogue will be holding its inaugural event on Monday, April 6th. “Recent and Future U.S. Policy in the Middle East” will be a discussion between Professor Fawaz A. Gerges the Christian A. Johnson Chair in International Affairs and Arab and Muslim Politics at Sarah Lawrence College, and Lewis Brownstein, professor of International Relations at the SUNY New Paltz. The event will be held at 7pm in LC 100 and will be open to the public. All are encouraged to come.

The Student Association is budgeting $25,000 to fund student research while working with faculty members. The details are still being worked out and suggestions are welcomed.

Richard Peet of Clark University will be lecturing on the Financial Crisis on May 7th at 4pm.

April 12-18 is National Library Week. Various events will be held in the library. Details are available on the library website.


The Provost was unable to attend. In his place, James Schiffer, Jackie DiStefano and Mary Beth Collier reported to the Senate.

The WONK group has been meeting to discuss the budget. Jim Schiffer reported on the group’s commitment to the process formerly established and shared with the campus. He stated that all suggestions submitted to the group have been taken seriously. He also discussed how the budgetary decisions are directly related to issues of campus identity and to our core values. The Presiding Officer and the Chairs of BG&P & Organization Committee were invited to attend earlier WONK meetings; however, they excused themselves once personnel matter began to be discussed. The final plan will be
shared with the campus April 13th.
The state budget has been decided for the 09/10 fiscal year with no substantial changes from the
governor’s original proposed SUNY budget. As had been proposed, only 20% of the $620 tuition
increase will be retained by SUNY. $22.8 million in funding for SUNY-wide programs, such as SCAP
and AER, have been restored. It was noted that this is not part of our operating budget. The governor’s
proposed reduction of the state workforce by 8,900 jobs will not directly affect the campus as the
governor does not have direct control of the SUNY workforce, but it is possible that additional cuts will
be made to achieve the same result as a reduction in work force.

There were 14 new faculty searches conducted this year. Two searches were unsuccessful and will be
differed to the next year. All other searches are either closed or in contract negotiation. The new Provost
and Dean of Fine and Performing Arts (Donald Christian from University of Wisconsin-Eau Claire &
Mary Hafeli of Maryland Institute College of Art respectively) will be joining the college for the fall
semester. David Lavallee has been in touch with Donald Christian on SUNY New Paltz matters and the
two plan on attending the SUNY Provost meeting together.

4. Report of the Organization Committee

Proposal for inclusion of the Sustainability Committee (formerly the Environmental Task
Force) in the faculty governance structure
Approved by the Budget, Goals and Plans Committee (2/24/09)
Amended and Approved by the Organization Committee (3/24/09)

Proposed: That the Sustainability Committee be included in the faculty governance structure as a
standing committee of the Budget, Goals and Plans Committee.
Proposed: That members of the Sustainability Committee shall be elected from among the ranks of the
full-time academic and professional faculty to serve for up to two consecutive two-year terms.
Proposed: The Sustainability Committee shall oversee the sustainability mission of the College:
The Sustainability Committee shall do the following:

1. Enhance campus awareness about environmental issues and problems.

2. Encourage environmentally sound practice through individual action and through the
continued development and implementation of policies that move the College toward an
ecologically sustainable campus.

3. Assist with the fulfillment of the American College and University Presidents Climate
Commitment by helping to develop and implement a plan for the College to become
climate neutral.

4. Report to the Budget, Goals and Plans Committee annually.

The Sustainability Committee shall be composed of 7 elected faculty members, 1 member chosen from
the Budget, Goals and Plans Committee, 4 student representatives, and 4 ex-officio members. All
members shall have one vote.

Sustainability Committee members shall be elected from among the faculty units
as follows:
Education (1 seat), Liberal Arts (1 seat), Science and Engineering (1 seat), Fine and Performing Arts (1 seat), Business (1 seat), Library (1 seat), and Professional Faculty (1 seat).

One (1) member shall be selected to serve from among the elected membership of the Budget, Goals and Plans Committee.

Four (4) members shall be student representatives.

Four (4) ex-officio members, selected to serve in advisory capacities, shall represent Facilities Management (1 seat), Environmental Health and Safety (1 seat), Office of the Vice President for Administration and Finance (1 seat), and will include the Campus Sustainability Officer (1 seat).

Minutes from Sustainability Committee meetings will be distributed to the Budget, Goals and Plans Committee, Facilities Management, Environmental Health and Safety, Office of the Vice President for Administration and Finance, the Campus Sustainability Officer, and the Faculty Governance Secretary.

It was explained that the ex-officio members had voting rights as implementation of Sustainability Committee projects would fall within their job descriptions. It was also explained that the Sustainability Committee was developed, in part, due to the American College & University Presidents’ Climate Commitment signed by President Poskanzer, which calls for the creation of “institutional structures to guide the development and implementation of the plan” (the comprehensive plan to achieve climate neutrality). It was clarified that the Environmental Task Force (a volunteer group of faculty, students, and external members of the region) was a grass-roots group and not an official task force under campus governance.

Several issues of concern were debated. The pros and cons of the grass roots nature of the Environmental Task Force versus the more formal structure of the Sustainability Committee were discussed. While the Environmental Task Force allowed for greater student and community involvement, the Sustainability Committee would be better placed to affect campus policy and practices. Also discussed was whether or not the Sustainability Committee would replace or work in conjunction with the Environmental Task Force. The position of the Sustainability Committee within the campus governance structure was also discussed. The resolution was tabled for the Organization Committee (and the Budget, Goal and Plans) to gather more information and reconsider the proposed structure.

5. Report of the Presiding Officer

The Presiding Officer attended the WONK+ (President's policy advisory committee, plus three governance representatives) meetings with the Chairs of the BG&P and the Organization Committees until personnel issues were discussed. At that time they excused themselves.

The Presiding Officer attended the meetings of the College Council and College Foundation. The College Council was briefed on budget issues.

Faculty governance will soon be holding campus elections and among the upcoming openings is the
University Senator position, which was a three-year term of service.

The Middle States decennial accreditation will be in 2011. The planning phase of it has begun. There will be a meeting with the Liaison on April 27. There will be meeting with the Steering Committee and representatives of academic and professional faculty, and students. There are 14 Standards that Middle States will evaluate our institution. Standard 4 is on Governance and Leadership of the institution. The Presiding Officer will be a co-chair of a group to research the topic. This standard includes more than the faculty governance. In regards to evaluation of the faculty governance, the Presiding Officer has brought to the Executive Committee the question of “what are the traits of sound governance?” which they will be working on. The Presiding Officer will also be working on gathering all departmental faculty bylaws and make them available on governance website.

A teaching evaluation focus group has been formed to develop a matrix for assessing effective teaching to implement the President's Vision Statement on teaching.

A Space Utilization Committee has been formed and the Presiding Officer has nominated three faculty members for the committee upon Jacqueline DiStefano’s request. The Presiding Officer asked VP DiStefano to describe the work of the committee. She explained that the committee will be looking into evaluation of the use of our buildings and answering questions such as “where are we as a campus and how does that fit with interior use of our buildings?”

6. **Unfinished Business.** None

7. **New Business.** None

8. **Adjournment.** The meeting was adjourned at 4:47.
1. Approval of the minutes of the April 3, 2009 meeting

2. Announcements

3. Report of the Provost
   Questions and action items from the floor

4. Middle States Decennial Accreditation Self Study Plan:
   Linda Greenow, Co-Chair, Steering Committee

5. Annual Reports:
   Academic Affairs: Devon Duhaney
   Curriculum Committee: Susan Lewis
   Graduate Council: Karen Bell

6. Report of the Presiding Officer
   Questions and action items from the floor

7. Unfinished business:
   BG&P and OC Resolution on Sustainability Committee (Fall 2009)

8. New business

9. Adjournment
Meeting of the Academic Senate
Minutes – May 1st, 2009

Members present: Jacqueline Andrews (Institutional Research), Carlos Aponte (Graduate School), Karen Bell (Graduate Council), Peter D.G. Brown (LA&S), Kerry Carso (F&PA), Shaiful Chowdhury (LA&S), Mary Beth Collier (Provost’s Office), Thais B.P. daCunha (Education), Chris DeLape (BG&P), Francois Deschamps (F&PA), Jacqueline DiStefano (Finance & Administration), Devon Duhaney (Academic Affairs), Laura J. Dull (Education), David Eaton (Enrollment), Ghader Eftekhari (Engineering), Laurel M. Garrick Duhaney (Academic Affairs), Lisa Jones (Admissions), Mary L. Kahl (Organization Committee, LA&S, V.P. Academic Senate), Peter Kaufman (LA&S), Beth King (Career Resource Center), Jae Lee (Business), Susan Lewis (LA&S, Curriculum Committee), Johnathan Lewit (Computer Services), Bernadette Morris (Records & Registration), Lucien Mott (Academic Advising), Simin Mozayeni (Presiding Officer), Steven Poskanzer (President’s Office), Spencer Salend (Education), Heather Whalen Smith (Library), Shelly Wright (President’s Office)

The meeting was called to order at 3:16.

1. Minutes. The minutes for April 3rd 2009 were approved without corrections.

2. Announcements
The Fall Open House will be held on October 10th and October 24th.

3. Report of the Provost
The Provost was unable to attend.

4. Middle States Decennial Accreditation Self Study Plan
The Vice President of Academic Affairs reported that the Middle States visit will be in Spring 2011. The steering committee has been established and every member of the steering committee chairs or co-chairs a working group based on one of the 14 Middle States standards. It was noted that there was broad representation across campus. Robert Snider, the Middle States liaison visited campus on April 27th.

5. Annual Reports:

A. Academic Affairs
The academic affairs reported that in the last year they worked on Repeat Course Options, Academic Advising and SEI’s. It was noted that Academic Affairs has not completed their work on SEI’s at this point. The SEI’s will eventually go online, allowing for changes to the instrument that are impossible or impractical in paper (i.e. randomized questions). It was noted that SEI’s are just one tool of many to assess faculty teaching. See Appendices A for Academic Affair’s full report and draft SEI.
B. Curriculum Committee

The curriculum committee reviewed: 24 new courses, 20 courses for GE III, 22 online courses, 8 program revisions, 3 program assessment plans, 2 writing intensive courses and 25 course revisions. The Curriculum Committee Annual Report (Appendices B & C) contains a detailed list.

C. Graduate Council

The Graduate Council reports three new programs and fifteen new courses were approved at the graduate level. The council approved guidelines for master’s thesis and changed the transfer credit policy. More details to this and other activities of the Graduate Council may be found in Appendix D.

6. Report of the Presiding Officer

Faculty Elections - F&PA has finished faculty governance elections. The Presiding Officer has created Election Guidelines which are posted on the Faculty Governance Webpage under faculty governance documents. The Central Committees have a mixture of even year and odd year slots so that the entire committee is not replaced every other year. Over time, some schools have moved away from this and the Presiding Officer has suggested one year terms to balance this. There is only one nominee for University Senator.

Information is being gathered over the summer on the Sustainability Committee issue, as discussed at the previous Academic Senate meeting. The issue will be reintroduced to the Senate after more information on relevant issues are obtained.

The Presiding Officer is on the Middle States Committee and is co-chairing the working group for the fourth standard [Standard 4], Leadership and Governance. This includes both faculty governance and administration. The working group includes Mary Beth Collier, Mary Kahl, Rose Rudnitski, Jan Hammond and SA President, Ben Olsen.

The incoming Provost will meet with the Executive Committee on May 19th.

7. Unfinished Business: BG&P and OC Resolution on Sustainability Committee (Fall 2009) Shelved to Fall 2009.

Rose Rudnitski is currently running unopposed for the position of University Senator (her second term. As such, the following motion was put forth:
Given the uncontested election and as a onetime occurrence, this body elect by acclamation Rose Rudintski to serve a term of three years as our University Faculty Senator.

Concern that this may become a precedent was discussed. It was also stressed that this was due to the lack of other nominees for the position. The motion passed with one vote in opposition.


Respectfully submitted,
Heather Whalen Smith

Appendix A

Academic Affair Committee
Membership and Attendance:
The committee suffered from vacancies in LA & S representation. 3 out of 5 slots remained vacant, and only one of the two elected LA & S representatives attended spring 2009 meetings. One student representative did not attend meetings, but the remaining two members were vocal, active, and indispensable members.

The Academic Affairs Committee deliberated this year on the following topics:

Repeat Course Option
In response to a request from a faculty member, the Committee took up the question of whether grading policies could be changes so that students who had plagiarized would be prevented from exercising the repeat course option. We consulted with Provost Lavallee, who advised that Departments would need to review Fs for plagiarism to see whether plagiarism was so severe that the department declines to have the student as a major;
There would have to be more consistency in giving out Fs for plagiarism and more departmental review of individual cases.
In short, we would need to have another level of review before we institute this policy affecting students’ movements and major plans.

Academic Advising
In response to a request from the Student Association, the Committee invited Ben Olsen to share students’ concerns about Academic Advising. Ben reported that students would like to see some form of assessment on the quality of academic advising. We agreed to invite Jacqueline Andrews to an Academic Affairs meeting to hear about her work with focus groups. The Committee also recommends more consistent training for academic advisors and urges that deans and chairs prevent new advisors from becoming overloaded with advisees.

The SEI
The Committee spent the vast majority of its time this year drafting revisions of the SEI instrument. This year, we focused almost entirely on how to make the SEI more informative and more useful to instructors. Our conception of a new instrument was informed by Jaqueline Andrews, who is working with Tim Roberson to design a summer session, pilot, online instrument; and by David Lavallee, who consulted with us about core questions that are useful to him. Below are the features of the new-instrument-in-progress. The committee had not completed work on the SEI at the close of its final semester meeting of April 29th.

Core questions
The concept of core questions acknowledges that one function of the SEI is to flag any serious problems in instruction. Early in the spring, our thinking about the core questions represented criteria that we thought every instructor should meet. Our discussions focused on how to eliminate presuppositions in the questions—assumptions about good teaching that we felt not everyone might
agree to. The resulting questions were bland, but were meant to be supplemented by instructor-drafted questions. See Addendum 1: “Core Questions, version 1.” Our most recent “core” questions, however, are greater in number, reflecting requests that the SEI remain reasonably substantive and reasonably consistent for the purposes of personnel decisions, and that it offer some “subjective” criteria that students successfully lobbied to have added. See Addendum 2: “Revised Core Questions.”

Response Categories

The revised response categories on the Revised Core Questions reflect comments from our constituents; discussions within the committee; discussions with Jackie Andrews; and discussions with Joel Lefkowitz and with Kit French, chairs of the central committees, respectively, on Salary Increase and on Reappointment, Tenure, and Promotion. To promote discussion, the Committee has drafted a variety of ways of asking questions and three different response categories. A few unresolved questions:

Is it statistically important to offer an odd number of response options?
Should all questions include either “Not Applicable” or “No Opinion” as an option?
Should the questions all be asked in the same format (e.g., as questions or as statements)?
Should all the questions require the same categories of response?

Instructor-Drafted or Instructor-Chosen Questions

The Committee does not believe that any single instrument can capture the diversity of instructional aims and styles, but it believes that the SEI ought to enable instructors to make judgments about how to improve teaching. The committee thus encourages individual instructors to draft or choose questions that will be most meaningful to them. To that end, members met with their constituencies to hear responses to our proposed change in the way the SEI is used and to solicit sample questions for a bank from which some instructors might wish to choose questions. Sample questions form three schools are attached (Addendums 3, 4, 5). These are not meant to be prescriptive in any way. Rather, they individually or collectively 1) offer ideas; 2) suggest what one instructor might wish to know about a course he is teaching.

D. Student Signature

After discussions with constituents and with David Lavallee, the Committee recommends removing the student signature from the student comment side of the instrument. Some students do not feel able to express themselves frankly while still adding their signature to their comments. It is our understanding that instructors would be able to share unsigned student comments as long as a revised SEI form makes it clear that student comments may be passed on to readers other than the instructor.

E. Endorsement of Pilot SEI for Summer 2009

The Academic Affairs Committee has endorsed the proposed pilot of an online SEI for summer
session 2009. In so doing, we did not express a preference for an online over a paper instrument. Instead, we understand from our work with the Office of Institutional Research that should SUNY New Paltz decide to adopt an online SEI, we would first need to conduct a number of tests and pilots to ensure the design of a good and reliable online instrument. As Jackie points out, conducting the pilot during the summer is best because in the summer, experimental SEI surveys carry no consequences for faculty personnel decisions.

Submitted by Stella Deen
Chair, Academic Affairs Committee 2008-2009

Addendum 1: Academic Affairs Committee
Core SEI Questions, version 1 [Draft January 2009]

To the student: Your responses on the Student Evaluation of Instruction are very useful in helping your instructor understand your perceptions of this course and subsequently improving her or his teaching. Instructors value your responses. Please take your time to be reflective on this course and to provide feedback that will contribute toward continuous improvement in the teaching and learning process.

1. This is a required course for me. Yes  No  Unsure
2. This course is in my major field of study?  Yes  No  Unsure
3. The objectives of the course were clearly stated on the syllabus.
4. The course covered the material described on the syllabus.
5. The syllabus clearly informed the students about how they would be evaluated.
6. The students had the opportunity to ask questions in this course.
7. Students' work/exams were returned within a reasonable time frame.
8. If I chose to visit the instructor during office hours, the instructor was present.

________________________________________________?
Student Signature (not required).

Addendum 2: Academic Affairs Committee  SEI Revised Core Questions

To the student: Your responses on the Student Evaluation of Instruction are very useful in helping your instructor understand your perceptions of this course and subsequently improving her or his teaching.
Instructors value your responses. Please take your time to be reflective on this course and to provide feedback that will contribute toward continuous improvement in the teaching and learning process.

1. Status of this course in your program (circle all that are appropriate):

   Major     Required or Elective
   Minor/concentration  Required or Elective
   General Education  Required or Elective
   Other

2. What is your expected grade in this course?  A   B   C   D   F

3. Describe how clearly the syllabus informed students about how they would be evaluated.

   Excellent       Good        Average       Weak       Poor       No Opinion

4. Describe how well the course covered the material described on the syllabus.

   Excellent       Good        Average       Weak       Poor       No Opinion

5. Describe how well the classroom instruction was organized.

   Excellent       Good        Average       Weak       Poor       No Opinion

6. The students had the opportunity to ask questions in this course.

   Agree     Somewhat Agree     Undecided     Somewhat Disagree     Disagree     No Opinion

7. Students' work/exams were returned within a reasonable time frame.

   Agree     Somewhat Agree     Undecided     Somewhat Disagree     Disagree     No Opinion

8. If I chose to visit the instructor during office hours, the instructor was helpful.

   Agree     Somewhat Agree     Undecided     Somewhat Disagree     Disagree     No Opinion
Did this course challenge you?

Very Much      Moderately     Average       A Little      Not At All       No Opinion

10. Did the course material engage your interest?

Very Much      Moderately     Average       A Little      Not At All       No Opinion

11. Describe how well the course contributed to making you a more educated person.

Excellent       Good        Average       Weak         Poor        No Opinion

**Appendix B**

Curriculum Committee
Annual Report
2008-2009

During the 2008-09 school year, the curriculum committee met weekly, reviewing numerous course proposals and program revisions. There will be two additional meetings 4/29/09 and 5/6/09. Totals as of 4/28/09:

New Courses – 24
Courses for General Education – 20
Online Courses - 22
Program Revisions – 8
Program Assessment Plans – 3
Writing Intensive Courses – 2
Minor Course Revisions – 25

By School :

**Liberal Arts & Science**
Program Revisions Passed –
   Philosophy
German Studies
German Studies, Adolescent Ed

New Courses Passed –
HIS318 - History of Women in US-1880
GER314 - German Culture Through Film
GER315 - Multicultural Germany
SOC387 - Sociology of Sport
SOC318 - Sociology of Culture
BLK417 - The African Diaspora in World History
HIS378 - Latinos in the US
GEO330 - Geography of Soils
BLK221 - The Black Woman

New Courses/GEIII Passed –
SOC316 - Race & Ethnicity
HIS161 - Youth Culture in Europe
ANT216 - Language and Culture
HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –
ANT214 - Cultural Anthropology

Courses Rejected for GEIII -
GER314 - German Culture Through Film
GER315 - Multicultural Germany
BLK417 - The African Diaspora in World History
BLK269 - Black Poetry & Drama
BLK396 - Black English: Language & Culture

Courses Passed for Writing Intensive –
CMD420 - Seminar in Communication Disorders

Online Courses Passed –
CMD312 - Intro to Communication Disorders
CMD407 - Speech Perception & Hearing Impairment
CMD417 - Audiology
CMM355 - Nonverbal Communication
CMM360 - Organizational Communication I
ENG211 - Great Books: Asian Classics
ENG331 - American Literature I
GEO273 - Physical Geography
HIS303 - Empire State
NUR300 - Perspectives in Professional Socialization
NUR315 - Business Environment of Nursing
NUR445 - Pathophysiology
NUR443 – Pharmacology
PSY272 - Intro to Psychology
PSY313 - Psych of Personality
SOC407 - Organizations & Work

Minor Course Changes Reviewed –
   ANT414 - Ritual Drama
   CMM221 - Intro to Advertising
   ECO305 - State and Local Public Finance
   ECO425 - Managerial Economics
   ENG160 - Composition I
   ENG180- Composition II
   ENG206 - General Honors English 2
   ENG226 - Practical Grammar
   PSY275 - Psychological Statistics
   PSY301 - Experimental Psychology
   PSY312 - Research Methods Laboratory
   PSY320 - Behavioral Modification: Principles & Procedures
   PSY407 - Evolutionary Psychology
   SOC220 - Social Inequality
   SOC350 - Intro to Human Services

Program Assessments Plans Passed –
   Asian Studies
   Journalism

Science & Engineering
New Courses Passed –
   GLG303 – Geomorphology
New Courses/GEIII Passed –
  BIO119 - Inheritance  
  BIO130 - Cancer Biology  
  BIO135 - Evolution for Everyone  
  BIO140 - Modern Biotechnology  
  BIO150 - Insects and Human Society

Course Passed for Writing Intensive  
  GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –
  GLG220-221 - Physical Geology  
  GLG346 - Environmental Impact Assessment  
  MAT251 - Calculus I  
  MAT252 - Calculus II  
  MAT353 - Calculus III

Business
Program Revisions Passed –
  Business

Minor Course Changes Reviewed –
  BUS368 - Intermediate Accounting I  
  BUS371 - Concepts in Federal Income Taxation  
  BUS373 - Cost Accounting  
  BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts
Program Revisions Passed –
  Music - History & Literature Concentration  
  Music - BS - Music Studies  
  Music - Theory & Composition Concentration

Online Courses Passed –
  ARH202 - Art of the Western World II  
  MUS160 - History of Jazz  
  MUS260 - History of Rock  
  THE233 - Western Drama I
Appendix C

Curriculum Committee - Fall 08

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**Appendix D**
Program Approvals
M.S. in School Counseling (295)
M.S. in Communications Disorders, Speech Language Pathology Concentration (090S)
M.S. in Communications Disorders, Disabilities Concentration (090I)

Course Approvals
GLG509 Water Resources Management
SPE 798 Young Children with Disabilities
COU590 Thesis
COU781 Ethics and Professional Orientation: SC Internship 1
COU782 Ethics and Professional Orientation: SC Internship 2

SPE753 Practicum in Early Childhood Special Education
SED565 World History Institute
COU585 Contemporary Issues in Counseling (online course)

EDS549 Issues in Literacy for Diverse Learners (online course)
XXX599 Comprehensive Exam Workshop
CMD520 Augmentative Communication Systems
CMD525 Advanced Diagnosis Speech-Language Disorders
CMD526 Diagnostic Practicum in Speech-Language Pathology
CMD534 Foundations of Language 2
CMD553 Research Practicum

Events
Graduate Coordinators and Advisors Brunch: November 12, 2008
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the Replace Course Grading Option. The second grade will always replace the original grade regardless of whether it is higher or lower, if a graduate student requests to use the replace option. The policy will allow only one course replacement. More than one course can be repeated, but only one can be replaced.

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Graduate Transfer Credit Request
Non-matriculated Student Waiver
Request for Extension of Time
Waiver for the Release of Information
During the 2008-09 school year, the curriculum committee met weekly, reviewing numerous course proposals and program revisions. There will be two additional meetings 4/29/09 and 5/6/09.

Totals as of 4/28/09:

New Courses – 24  
Courses for General Education – 20  
Online Courses - 22  
Program Revisions – 8  
Program Assessment Plans – 3  
Writing Intensive Courses – 2  
Minor Course Revisions – 25

By School:

**Liberal Arts & Science**
Program Revisions Passed –  
  Philosophy  
  German Studies  
  German Studies, Adolescent Ed

New Courses Passed –  
  HIS318 - History of Women in US-1880  
  GER314 - German Culture Through Film  
  GER315 - Multicultural Germany  
  SOC387 - Sociology of Sport  
  SOC318 - Sociology of Culture  
  BLK417 - The African Diaspora in World History  
  HIS378 - Latinos in the US  
  GEO330 - Geography of Soils  
  BLK221 - The Black Woman

New Courses/GEIII Passed –  
  SOC316 - Race & Ethnicity
HIS161 - Youth Culture in Europe
ANT216 - Language and Culture
HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –
ANT214 - Cultural Anthropology

Courses Rejected for GEIII -
GER314 - German Culture Through Film
GER315 - Multicultural Germany
BLK417 - The African Diaspora in World History
BLK269 - Black Poetry & Drama
BLK396 - Black English: Language & Culture

Courses Passed for Writing Intensive –
CMD420 - Seminar in Communication Disorders

Online Courses Passed –
CMD312 - Intro to Communication Disorders
CMD407 - Speech Perception & Hearing Impairment
CMD417 - Audiology
CMM355 - Nonverbal Communication
CMM360 - Organizational Communication I
ENG211 - Great Books: Asian Classics
ENG331 - American Literature I
GEO273 - Physical Geography
HIS303 - Empire State
NUR300 - Perspectives in Professional Socialization
NUR315 - Business Environment of Nursing
NUR445 - Pathophysiology
NUR443 – Pharmacology
PSY272 - Intro to Psychology
PSY313 - Psych of Personality
SOC407 - Organizations & Work

Minor Course Changes Reviewed –
ANT414 - Ritual Drama
CMM221 - Intro to Advertising
ECO305 - State and Local Public Finance
ECO425 - Managerial Economics
ENG160 - Composition I
ENG180- Composition II
ENG206 - General Honors English 2
ENG226 - Practical Grammar
PSY275 - Psychological Statistics
PSY301 - Experimental Psychology
PSY312 - Research Methods Laboratory
PSY320 - Behavioral Modification: Principles & Procedures
PSY407 - Evolutionary Psychology
SOC220 - Social Inequality
SOC350 - Intro to Human Services

Program Assessments Plans Passed –
Asian Studies
Journalism

Science & Engineering
New Courses Passed –
GLG303 – Geomorphology

New Courses/GEIII Passed –
BIO119 - Inheritance
BIO130 - Cancer Biology
BIO135 - Evolution for Everyone
BIO140 - Modern Biotechnology
BIO150 - Insects and Human Society

Course Passed for Writing Intensive
GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –
GLG220-221 - Physical Geology
GLG346 - Environmental Impact Assessment
MAT251 - Calculus I
MAT252 - Calculus II
MAT353 - Calculus III

Business
Program Revisions Passed –
   Business

Minor Course Changes Reviewed –
   BUS368 - Intermediate Accounting I
   BUS371 - Concepts in Federal Income Taxation
   BUS373 - Cost Accounting
   BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts
Program Revisions Passed –
   Music - History & Literature Concentration
   Music - BS - Music Studies
   Music - Theory & Composition Concentration

Online Courses Passed –
   ARH202 - Art of the Western World II
   MUS160 - History of Jazz
   MUS260 - History of Rock
   THE233 - Western Drama I
   THE271 - Page to Stage: Dramatic Text an

Education
New Courses/GEIII Passed –
   SED358 - Education Across Borders
Report of the Graduate Council

Academic Year 2008-09

May 1, 2009

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