

Spring 2012- Academic Senate: Agendas and Minutes

February 10, 2012

March 2, 2012

April 20, 2012

May 4, 2012

Academic Senate Meeting

February 10, 2012

LC 108

3:00-5:00

Agenda

1. Call to order
2. Approval of the minutes of December 2, 2011 meeting
3. Announcements
4. Report of the Interim Provost Cheryl Torseny
Questions and action items from the floor
5. Report of the SUNY Senator: Corrine Nyquist
Questions and action items from the floor
6. Report of the Presiding Officer Simin Mozayeni
Questions and action items from the floor
7. Committee Reports
Organization Committee: Revision of the Bylaws
 1. In reference to M/C Dean reviews as charged to the OC. Human resource actions and reports can not be made available to constituencies and should remain confidential.

Faculty Bylaws III Committees of the College Faculty, E 11 pg 12

11. Conduct periodic evaluations of the incumbent *Management Confidential administrators* and make reports of findings to the President **and to appropriate College Faculty constituencies**, according to a schedule and procedures developed by the Organization Committee.

(Proposal removes bold language) - approved by OC by unanimous vote 11/5/2011

2. Provost Search Bylaws Proposal:

Faculty Bylaws V. Consultation, B. Appointments – College Faculty Involvement (page 17).

(Proposal to be added to the list) - approved by OC by unanimous vote 10/25/2011

1. Prior to making an appointment, the President shall request representation from the Organization Committee on search committees for positions designated as Management/Confidential.

- a) **The governance body of each campus constituency shall elect three-to-five Academic Faculty candidates for potential membership on the Provost/Vice President of Academic Affairs Search Committee. Likewise, the Professional Faculty shall elect three-to-five Professional Faculty candidates for the Search Committee. In consultation with the Cabinet, the President shall select one member from each of these groups of candidates. In addition, the Search Committee shall include an Organization Committee representative elected from its membership and others appointed by the President to form a committee of nine-to-eleven members**

1. Student representation on the Academic Appeals Committee

- 3. G. Committees of the Academic Senate, 3. Standing Committees, a. Academic Affairs Committee, viii. Standing Committee on Academic Appeals (pg 24)

f) include one student member from each of the five academic units who is recommended by the Dean to serve on the committee for a one-year term. These students shall meet with the committee only when it convenes to consider academic appeals

AND

**XII. Appendix B – Constituency Representation on College Committees
Chart : Academic Appeals & Academic Standing (note 5) BOX: students**

- 5. When the Standing Committee on Academic Appeals and Academic Standing meets to review academic appeals, the committee shall include a representative of the Provost/ Vice President for Academic Affairs (ex-officio) and **a student member, who shall be the Student Association Vice President for Academic Affairs and Governance. The student shall serve for a one-year term as a non-voting member.**

The two sections in the Faculty Bylaws are inconsistent with each other. After consultation with the student association and other constituencies, the OC proposes the consolidation of the two entries into one entry with the Student Association Vice President serving along with an alternate student elected by student association in case of a personal or academic conflict.

Replace B.3. viii with the following:

- f) **When the Standing Committee on Academic Appeals and Academic Standing meets to review academic appeals, the committee shall include a representative of the Provost/ Vice President for Academic Affairs (ex-officio) and a student member, who shall be the Student Association Vice President for Academic Affairs and Governance. The Student Association shall elect one alternate in the case of a personal or academic conflict.* The student shall serve for a one-year term as a non-voting member. * added language**

And Eliminate XII. Appendix B Chart note 5.

2. Add Assistant to the Provost to Curriculum Committee (ex-officio).

Appendix B – Constituency Representation on College Committees

8. The Acquisitions Librarian shall be a permanent member

The Assistant to the Provost/ Vice President shall serve as an ex-officio member.

8. Unfinished Business: None

9. New Business

10. Adjournment

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

**February 10, 2012
3:00-5:00 PM
LC 108**

Present: 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), Nancy Cooney (Faculty Governance Secretary), L. David Eaton (Enrollment Management), Joel Evans (Music), Donna Flayhan (Communication and Media), Aaron Haselton (Biology), Mary Holland (English), Lisa Jones (Undergraduate Admissions), Mary Kahl (Communication and Media/VP of the Academic Senate), presiding; Matthew Laudicina (Sojourner Truth Library), Corinne Nyquist (Library, SUNY Faculty Senate), Ken Nystrom (Anthropology), Jeff Pollard (Center for International Programs), Mary Sawyer (Secondary Education), Elizabeth Shuipis (Records and Registration), Kent Smith (Music), Cheryl Torsney (Provost's Office), Emily Trapp (Director IMS), Carol Vazquez (Psychology), Davina Vora (Business), Catharine Whittaker (Educational Studies), Brian Williams (Associate Director, Athletics, Wellness, and Recreation), Jamie Zucker (Student Representative)

1. Call to Order. The meeting was called to order at 3:03 p.m. by Senate Vice President Mary Kahl.
2. Approval of the Minutes. Minutes of the meeting of December 2, 2011 were approved with no corrections.
3. Announcements.

Several special events were announced, including a "Year of the Dragon" festival sponsored by Asian Studies, and the opening of two exhibitions at the Samuel Dorsky Museum of Art.

4. 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 the format of course objectives in course syllabi. Provost Torsney indicated that course objectives need not be labeled as such, so long as there is wording to indicate what students can expect to achieve through participation in the course.

A question was asked about Academic Equipment Replacement (AER) funding. Provost Torsney indicated that the allocations have been determined. She agreed to forward a list to IMS.

5. Report of the Presiding Officer.
Presiding Officer Mozayani was unable to attend the meeting.

6. Report of the SUNY Faculty Senator:
Corinne Nyquist's report is appended.

7. Committee Reports

The Organization Committee:
The Organization Committee presented two proposed revisions to the Bylaws of the College Faculty:

1. Student representation on the Academic Appeals Committee

3G. Committees of the Academic Senate, 3. Standing Committees, a. Academic Affairs Committee, viii. Standing Committee on Academic Appeals (pg 24)

f) include one student member from each of the five academic units who is recommended by the Dean to serve on the committee for a one-year term. These students shall meet with the committee only when it convenes to consider academic appeals

AND

XII. Appendix B – Constituency Representation on College Committees
Chart : Academic Appeals & Academic Standing (note 5) BOX: students

5. When the Standing Committee on Academic Appeals and Academic Standing meets review academic appeals, the committee shall include a representative of the Provost/ Vice President for Academic Affairs (ex-officio) and **a student member, who shall be the Student Association Vice President for Academic Affairs and Governance. The student shall serve for a one-year term as a non-voting member.**

The OC proposes the consolidation of the two entries into one entry with the Student Association Vice President serving along with an alternate student elected by student association in case of a personal or academic conflict.

Replace B.3. viii with the following:

f) When the Standing Committee on Academic Appeals and Academic Standing meets to expressly review academic appeals, the committee shall include a representative of the Provost/ Vice President for Academic Affairs (ex-officio) and a student member, who shall be the Student Association Vice President for Academic Affairs and Governance. The Student Association shall elect one alternate in the case of a personal or academic conflict. The student shall serve for a one-year term as a non-voting member.

And Eliminate XII. Appendix B Chart note 5.

The revision passed unanimously; none opposed, no abstentions.

2. Add Staff Assistant to the Provost for Curriculum to the Curriculum Committee (ex-officio).

Appendix B – Constituency Representation on College Committees

8. The Acquisitions Librarian shall be a permanent member

9. The Staff Assistant to the Provost/Vice President for Curriculum shall serve as a non-voting, ex-officio member.

The revision passed unanimously; none opposed, no abstentions.

8. New Business

None.

9. Unfinished Business

None.

10. Adjournment.

The meeting was adjourned at 3:47 p.m.

Respectfully submitted,
Anne C. Balant

Interim Provost Cheryl Torsney's report to the Academic Senate, February 10, 2011

Welcome to the first Academic Senate meeting of the spring semester. I had been warned when I arrived in July about all the snow. I continue to wait. (The Farmer's Almanac is predicting a huge winter storm for the end of the month, but I'll believe it when I see it.) I have been working on a number of issues, some of which carry over from last term.

Library hours

The Oracle has covered the Library hours issue and noted the administration's cooperation. In fact, we have not only restored the eight hours cut last spring but also added, per student request, an additional three hours on Sunday morning. For the next six weeks, STL will be open on Sundays beginning at 10:00 a.m. We will do a census to determine whether opening those additional three hours is cost effective.

In a meeting this morning with Sarah Roberson, Jon Lewitt, John McEnrue, and Bill Connors, we arrived at a plan for offering alternative space for students in the Lecture Center during the library renovation. We have some details to wrap up, but we'll be sending out word once a firm plan is in place. That ought to be very soon.

SEIs

Thanks to your support and encouragement, our first experience using online SEIs last term was successful. The 71% overall response rate surpassed all expectations. We will be doing some additional tweaking for the spring semester, including additional advertising and data analysis, to make the instrument as user-friendly and useful as possible.

At the end of the last term the faculty of the College of Liberal Arts and Sciences formally voted to recommend moving from a two-week to a one-week administration window. Because this first year of online SEIs is one of some experimentation, we are interested in learning whether a one-week window will yield us response rates even higher than 71%. During the spring term, then, the online SEI response window will be open from May 1 to May 8, 2012, i.e., the last week of classes. To ensure a continued robust response rate, I respectfully request that as the semester comes to a close, you publicize the online SEIs repeatedly and ask your students to take them. We are either for online SEIs to become part of the campus culture, and one successful semester does not a culture make.

As you know, SEIs are not the only criteria by which your instruction is evaluated. Any teaching portfolio should also include syllabi, peer evaluation of instruction, assignments, grading rubrics, etc.

Yesterday, I receive the following update from Jackie Andrews, who continues to study our online SEIs. She provided me with a number of bullet points, which I'll pass along to you:

- Comments can be seen separately from the numerical scores by selecting the *View Open-Ended Report* option in MyNewPaltz.edu
- The comments are still attached to the pie charts as well.
- Raw data results can be exported to Excel for personalized analysis.

- We are going to conduct a survey of faculty, deans and secretaries asking their opinion of report features and functions that exist and an indication of what else they might need. This will guide us in future revisions of the reporting function.
- We conducted a survey of faculty members with classes of 10 or more and response rates of 80% or better. 125 replied. In brief, very few took students to a lab and 85% relied on verbal messages delivered to students in class. IR is going to interview a randomly selected 10 of the 68 who indicated they would be willing to talk with us about what they did to get such a good response within the next few weeks. They have also invited the others to attend an open forum. We want to create a hints and tips manual.
- We are working to identify courses that end earlier than the end of the semester to make sure that students can respond to the SEI at the appropriate time.
- We are developing a time table for spring SEI events. Faculty will be able to opt out or add questions starting on March 20.
- No courses will be disabled by us (in the past, we have not provided SEI packets to courses with an enrollment of less than 3). Faculty who want to opt out - for any reason - can do so starting March 20.
- We are doing an analysis on how students reacted to the prompt in MyNewPaltz. How often did students walk past the prompt before actually completing the SEI? Should be interesting.
- We are doing an analysis to compare grades estimated by SEI respondents to actual grades earned by students. So far, we know the comparison for the campus:
Campus SEI estimated grades
A = 49%
B = 38%
C = 8%
D = 1%
F = 1%
Campus actual grades
A = 48%
B = 35%
C = 11%
D = 3%
F = 3%
- There was no difference in response rates between full-time and part-time faculty. Nor for GE vs. non-GE courses
- 76 faculty members added a total of 212 questions

Course Availability Group

Dave Eaton, Stella Turk, Marcia Tucci (new Assistant Dean of Advising for Student Success), Julio Gonzalez, Deb Gould, and I. Our student population has shifted: we have many fewer graduate students than undergraduates. Our burgeoning undergraduate population requires additional course sections, and we need to plan more effectively.

Prestigious Fellowships and Scholarships Board

Prestigious Fellowships and Scholarships Board, which is being housed under the Honors umbrella, met again this week. Work should be completed by April so that the Board can report to me on the following: cultivation of promising students; guidelines for screening candidates; and procedures for campus recommendations.

CRREO

Helise Winters and her team have joined the Provost's Office full-time. While their charge has not changed significantly, they are sporting a new, updated name: The Office of Extended Learning. Helise is now the Dean of Extended Learning. She will continue to run the Summer program as well as several others, and will be moving to the eighth floor of HAB, where she and her folks will interface more easily with the Graduate School.

Grad School

Speaking of which, the Graduate School is looking to grow. If you have ideas for programs that might add to and diversify our revenue streams, please see Laurel Garrick Duhaney to discuss.

Searches

The searches for the Provost, the three deans, and the 20 faculty members are well underway. In some cases, offers are being made. I can tell you that we are getting first-class applicants from respected programs. Our positions are perceived, I think, as plum jobs.

Bookstore

It has come to our attention that Mando Books, a local textbook seller, has sent email messages to faculty indicating that they had not yet received book adoptions for spring semester courses.

Please remember that Mando Books is not affiliated with SUNY New Paltz. The Bookstore @ New Paltz is the only bookstore formally affiliated with the campus. Our bookstore is our only source for ensuring compliance with federal mandates of the the Higher Education Opportunity Act (HEOA).

As you will recall, this law requires the campus to collect and electronically disseminate identification and pricing information for all textbooks used in courses listed in the campus course schedule. While students are free to purchase their books elsewhere, we must submit book orders to the Bookstore @ New Paltz to ensure campus compliance with the HEOA. Please see

http://www.thebookstoreatnewpaltz.com/textbook_adoptions.asp.

Having choices for ordering and purchasing textbooks is a good thing. All of us should realize, though, that by patronizing our campus bookstore, the campus and our students realize multiple benefits through CAS.

Priorities for the rest of AY 2011-12

Workload: the committee is working hard to gather all relevant data. Some of this has been difficult to come by and has discovered deep in the recesses of department and college files. We have learned that some departments cut workload deals years ago, before the economic downturn and our requirement to cut over 6M from our budget. We are a university college, however, and our mission priority is teaching.

Promotion language: Language for promotion from the rank of associate professor to professor: currently, there is none. I have shared a draft with the Central Committee, which will be returning comments to me, I understand.

Academic integrity: The deans and I will continue discussions with the goal of regularizing process of reporting academic dishonesty. Currently, colleges and schools handle charges differently. Reports of academic dishonesty, fraud, purchasing of papers, etc.

Assessment: We must make progress on the Middle States evaluators' recommendations regarding assessment. One of the most important issues we need to correct regards listing Student Learning Outcomes on all syllabi. You may recall, that in my welcome back letter to the campus, I reminded faculty that student learning outcomes must appear on syllabi. They must. By next year, 2013, we will need to write a monitoring report, assuring our regional accreditor that we are following their guidance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cheryl B. Torsney". The signature is written in a cursive style with a long, vertical tail on the final letter.

Cheryl B. Torsney, Ph.D.
Interim Provost and Vice President for Academic Affairs

Report of University Faculty Senator Corinne Nyquist:

On January 28-29, the SUNY University Faculty Senate held its 160th plenary meeting at Cornell University. It was my first meeting as Senator and unfortunately Mary Kahl, our second Faculty Senator was unable to attend.

Ronald I. Seeber, Senior Vice Provost of the SUNY contract colleges welcomed us. They are Veterinary Medicine, Agriculture and Life Sciences, Human Ecology, and Industrial and Labor Relations, which became part of SUNY in 1948. He shared with us the history of Cornell, named after Ezra Cornell, who as State Senator saw an opportunity to promote the study of practical subjects in the 1862 Morrill Land Grant Colleges Act, and donated his farm to be New York's land grant university, which received its charter in 1865.

We met in the community center newly designated to bring together freshman, now that the entire class has dormitory space on campus. We were all impressed by the Ezra Cornell quote in large letters on the wall outside the room where we met. It states: **"I would found an institution where any person can find instruction in any study."**



Below are the two resolutions passed unanimously by the Faculty Senate. The first supports the "Dream Act" and the second questions CUNY administration's approval of a general education curriculum titled "Pathways," that has not been recommended by the CUNY faculty.

**University Faculty Senate
Executive Committee**

160th Plenary

Cornell University

January 28, 2012

Resolution Supporting the Board of Trustees' January 25, 2012 Resolution "Equitable Financial and Educational Access to Higher Education for New York's Undocumented Immigrants"

(The DREAM Act)

Whereas, the SUNY Board of Trustees passed a resolution in support of equitable financial and educational access to higher education for all New Yorkers;

And, whereas, their resolution specifically includes undocumented immigrants, as intended by the DREAM Act legislation recently defeated at the Federal level;

And, whereas, by the Board of Trustees passing their resolution, SUNY joins the New York State Department of Education, the City University of New York, New York University, members in Federal and State legislatures, and various advocacy groups in publicly supporting the passage of laws to grant equitable financial and educational access to higher education for undocumented immigrant students;

Therefore, be it resolved that the SUNY University Faculty Senate supports the resolution by the Board of Trustees;

And, therefore, be it further resolved that the University Faculty Senate compliments the Board of Trustees on its economically wise and humane approach to meeting the needs of many bright and hardworking students in New York State.

SUNY University Faculty Senate Resolution on CUNY's Failure to Use the Principle of Shared Governance in Establishing a New Curriculum

Whereas a core principle of college and university governance is the faculty's responsibility for designing and teaching the curriculum, and

Whereas a core principle of shared governance is that the agency by which faculty are appointed to campus-wide or system-wide curriculum committees is the faculty governance organization, and

Whereas the administration of the City University of New York bypassed the appropriate faculty governance committees to approve Pathways, its new general education program for the University, and

Whereas Middle States, Standard Four documents the necessity for faculty governance in the development and delivery of curricula, and

Whereas the American Association of University Professors has termed the process by which this curriculum was designed as one that runs "counter to generally accepted standards of governance,"

Therefore, Be It Resolved

The SUNY University Faculty Senate urges the CUNY administration to withhold the implementation of any curriculum that has not been recommended by the appropriate University or College faculty governance committee or body. To do otherwise risks institutional censure by national organizations, accreditation by Middle States and disrepute for the University.

Academic Senate Meeting

March 2, 2012

LC 108

3:10-5:00

Agenda

1. Call to order
2. Approval of the minutes of February 10, 2012 meeting
3. Announcements
4. Report of the Interim Provost Cheryl Torseny
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
 - A. Curriculum Committee, Chair, Gregory Bray
Creative Writing, English Program Revision
 - B. Organization Committee, Chair, Marcia Tucci
Amendment to the Bylaws

1. OC charge to review MC administrators:

Faculty Bylaws III Committees of the College Faculty, E.11, pg 12

11. Conduct periodic evaluations of the incumbent Management Confidential administrators and make reports of the findings to the President and to appropriate College Faculty constituencies, according to a schedule and procedures developed by the Organization Committee.

Replaced with the following:

11. Conduct periodic reviews of these College Administrative Officers: The Provost / Vice President of Academic Affairs, Associate Provost/ Dean of the Graduate School, deans of academic units, and the Dean of the Library. Reviews shall be conducted during the third year of an initial appointment and every five years thereafter according to a schedule and procedures developed by the OC. For the Provost, the confidential review shall be submitted to the President. For the other College Administrative Officers, the confidential review shall be submitted to the immediate supervisor.

2. **Provost Search Bylaws Proposal:**

Faculty Bylaws V. Consultation, B. Appointments – College Faculty Involvement (page 17).

(Proposal to be added) - approved by OC by unanimous vote 10/25/2011 / revised 12/14/2012

1. Prior to making an appointment, the President shall request representation from the Organization Committee on search committees for positions designated as Management/Confidential.

a) The governance body of each campus constituency shall elect three to five Academic Faculty candidates for potential membership on the Provost/Vice President of Academic Affairs Search Committee. Likewise, the Professional Faculty shall elect three to five Professional Faculty candidates for the Search Committee. In consultation with the Cabinet, the President shall select one member from each governance, faculty, and administrative group of candidates. In addition, the Search Committee shall include an Organization Committee representative elected from its membership and others appointed by the President with no less than 50% of the membership comprised of academic faculty.

C. Liberal Education Ad Hoc Committee, Chair, Stella Deen

7. Unfinished Business: None
8. New Business
9. Adjournment