

Spring 2005-Academic Senate Meetings: Agendas & Minutes

February 4, 2005

March 18, 2005

May 6, 2005

Agenda Academic Senate Meeting

February 4, 2005

3:00 p.m.

Coykendall Science Building Auditorium

1. Approval of the Minutes of the December 3, 2004 meeting.
2. Announcements.
3. Report of the Provost. Questions and action items from the floor.
4. Report from Rose Rudnitski on the Meeting of the University Faculty Senate.
5. Report of the Presiding Officer of the Academic Senate. Questions and action items from the floor.
6. Action items from Academic Senate Officers.
7. Action items from Academic Senate Committees. Questions and action items from the floor.
8. Unfinished Business.
9. New Business.
10. Adjournment.

Minutes Academic Senate Meeting

Friday, December 3, 2004

LC 108

Attendees:

• Peter Brown (Foreign Languages/Budget, Goals & Planning), Kevin Caskey (Chair, Curriculum Committee), Paul Chauvet (Computer Services), Amy Cheng (Art), Carole Cowan (Music/2004-05 Chair, Promotion & Salary Increase), Laurel Garrick Duhaney (Vice President, Academic Affairs), Glenn Geher (Psychology/ACC, AFF Committee), Matt Giufre (Athletics), Catherine Jacob (Student Association), David Lavalley (Provost), DK Jang (Art & Design), Paul Kassel (Theater Arts), Jae Lee (Business), Stephan Macaluso (Library/Organization Committee), Valerie Mittenberg (Library), Michael Muffs (Educational Administration), Corinne Nyquist (Library/2003-04 Chair, Promotion & Salary Increase), Victoria Passarella (President, Student Association), Steve Poskanzer (Presidents Office), Rose Rudnitski (Educational Administration/Ombudsman), Patrick Saxe (Academic Advising), Nancy Schniedwind (Educational Studies), John Sharp (Geography), James Smith (Communications & Media), John Vanderlippe (History/Presiding Officer, Academic Senate), Helise Winters (Continuing & Professional Education).

Call to order:

- The meeting was called to order at 3:10 PM.

1. Approval of Minutes:

- Minutes for the November 5 meeting were amended to include the attendance of Paul Chauvet (Computer Services).

2. Announcements

- None

3. Report of President

- Steve Poskanzer reminded the Academic Senate that he will only be reporting at Faculty Staff Meetings; as opposed to reporting to both the Academic Senate and Faculty Staff Meetings on consecutive weeks.

4. Report of the Provost

- David Lavallee announced that Gerald Kitzman (Physics), Donald D'Elia (History), Lee Pritchard (Music), Donald Walker (Physics) are retiring.
- The Drescher Awards and pre-tenure awards were also announced.
- The first level of General Education assessment--the ten content areas--was well received; though David noted that the curriculum committee would like more students involved in the process.
- David discussed the draft guidelines from the General Education Assessment Review (GEAR) Group that called for nationally normed tests to assess student learning outcomes in mathematics, basic communication and critical thinking. He made reference to the letter that he drafted to the GEAR Group pointing out the problems that the faculty and administration have in using such tests that are not course based. He also discussed the problem that has arisen from the short time-frame that our campus was given to respond to the GEAR Group.
- David announced that the Capital Planning Council has a student nominee.

5. Action items from the Academic Senate Members

- Peter Brown made a motion charging the Organization Committee to explore ways of integrating the adjuncts into faculty governance. Discussion ensued. The motion passed unanimously. The wording of the motion is as follows:

“The Organization Committee should explore ways of amending the By-Laws to acknowledge and define the existence of part-time faculty at SUNY-New Paltz in order to find ways to integrate them into the faculty governance process.”

6. Action items from the Academic Senate Committees

- Kevin Caskey addressed the Academic Senate's response to the GEAR Group's draft "Review Process Guidelines" that were discussed earlier by David Lavallee. A motion was made to support the letter being sent by David Lavallee to Patricia Lynn Francis of the GEAR Group. The letter objected to (1) the insufficient time given to consider the issue and (2) the problematic use of nationally normed tests as opposed to other course-embedded measures. Discussion ensued, and a friendly amendment was made to change the language slightly. The motion was brought to a vote and it passed unanimously. The wording of the motion is as follows:

“The Academic Senate does not disagree at this time with the letter responding to the draft GEAR guidelines of November 29th, sent to Patricia Francis by the Provost. We intend to review all appropriate documents in the future. We further move that all review documents be presented to the appropriate bodies with adequate time for review and comment.”

- Glenn Geher discussed the position of the Academic Affairs Committee vis-à-vis the placement of syllabi on the university’s web site. Glenn made special mention of the fact that there was overwhelming student support for the placement of actual syllabi on the web as opposed to elaborate course descriptions. The Academic Affairs Committee supported the placement of syllabi on the web on the grounds that (1) there is support from the administration in the logistical aspects, (2) past syllabi are used, and (3) syllabi are available on a restricted basis--presumably on BlackBoard. Discussion among the Academic Senate ensued; particularly as regards the technical aspects of using technologies in Adobe that prevent the copying or printing of sample syllabi and as regards the potential use of syllabi for political purposes. A motion was made to support the Academic Affairs Committee’s position. Discussion ensued and an amendment was made to include language that the placement is voluntary. The motion passed unanimously. The wording of the final amendment is as follows:

“That the Academic Senate supports the recommendations of the Academic Affairs Committee regarding the placing of syllabi on BlackBoard; although the Academic Senate states that participation in placing syllabi on BlackBoard is voluntary.”

7. Unfinished Business

- There was no unfinished business to discuss.

8. New Business

- John Vanderlippe discussed two minor changes in the Structures and Procedures guidelines. The first change called for additional wording in the “Duties of the Central Committee” (page 2) referring readers to consult IFF and G. The second change (page 3) would require departments that do not have either a sub-committee or a committee-of-the-whole that vote on Discretionary Salary Increases, vote on such a policy every year. John noted that Structures and Procedures are not contained within the faculty bylaws but historically university committees have sought the support of the Academic Senate before making changes to the Structures and Procedures. A motion was made to approve the two changes. A brief discussion ensued and the motion passed unanimously.

9. Report of the Presiding Officer

- John Vanderlippe addressed the issue of external evaluators for tenure and promotion. There was discussion of the present wording which states department chairs may add to the list of names for external evaluators versus the present practice requiring department chairs to add to the list names for external evaluators. John spoke to making the process as fair and transparent as possible. He suggested that the Executive Committee put together a task force in the spring to examine the issue.
- Rose Rudnitski agreed to gather a task force in the spring that will begin looking into the matter.

10. Adjournment

- Given no unfinished business, the meeting adjourned at 4: 45 PM.

Respectfully submitted,
John Sharp (Secretary Pro Tempore).

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Agenda Academic Senate Meeting

March 18, 2005

3:00 p.m.

Coykendall Science Building Auditorium

1. Approval of the Minutes of the February 4, 2005 meeting.
2. Announcements.
3. Report of the Provost. Questions and action items from the floor.
4. Report of the Presiding Officer. Questions and action items from the floor.
5. Action items from Academic Senate Officers.
6. Action items from Academic Senate Committees. Questions and action items from the floor.
7. Unfinished Business.
8. New Business.
9. Optional reading of reports of Officers and Committees of the College Faculty.
10. Adjournment.

Academic Senate Minutes
February 4, 2005

Attendance:

Hamid Azari-Rad (Economics), Peter D.G. Brown (Foreign Languages), Paul Chauvet (Computer Services), Mary Beth Collier (Provost's Office), Laurel Garrick-Duhaney (Provost's Office), Glenn Geher (Academic Affairs Comm), Catherine Jacob (Student Association), Gerald A. Kitzmann (UFS Senator, Physics), Majid Hosseini (Mathematics), David Lavalley (Provost), Jae Lee (Business), Valerie Mittenberg (Library), Simin Mozayeni (LA & S, Economics), Victoria Passarella (Student Association), Hanh Pham (Computer Science), Steven Poskanzer (President), Rose Rudnitski, (USF, Ed. Admin.), Patrick Saxe (Academic Advising), Nancy Schniedewind (Ed. Studies), John Sharp (Geography), June Trap Zuckerman (Secondary Ed.) Helise Winters (Contin. & Prof. Ed.), Shelly Wright (President's Office)

1. Call to order.

Meeting was called to order at 3:08 pm.

2. Reading and approval of minutes.

Minutes were approved as amended to reflect attendance at the previous meeting more accurately.

3. Announcements.

None.

4. Report of the Provost.

- Mary Beth Collier was introduced as the new Executive Assistant to the Provost
- Most faculty searches are underway and going well. Those searches that are not going well will be continued rather than cancelled.
- The base salary for adjuncts was raised by 20%, the first increase in four years. Subsequent increases will be indexed to union contract increases.

- Two faculty lines have been added; one each in History and English. These departments were chosen on the basis of two key factors: they have a large percentage of adjuncts and a high number of full time faculty teaching General Education courses.
- The College has received \$250,000 from the Empire Development Corporation to be used for educational technology in support of the Sullivan Initiative.
- Lecture Center 102 has been upgraded into a “super smart” classroom.
- Also in the Lecture Center, the language lab has been converted into an excellent, high tech lab. Although it was designed originally as a language lab, it is available for use by other departments.
- Capital Planning Council: The call for spring proposals will go out soon, with a deadline of mid-March to very early April. Information about proposal and project status is being updated and will be available online at *my.newpaltz.edu*. The date of an open CPC meeting, at which faculty and others can comment on proposed projects, will be announced in the near future. Projects currently underway were discussed.
- To facilitate graduate applications, Grimm House will now host graduate admissions advisement sessions.

5. Report of the President.

In response to questions from faculty, Steven Poskanzer gave a “preview” of his comments for the Faculty and Professional Staff meeting on February 8, highlighting issues of concern in the Governor’s budget proposal. These issues included:

- the overall level of funding for SUNY
- the possibility of a “rational tuition plan”
- proposed deep cuts to EOP
- TAP financial aid changes
- Capital funding/allocation issues

6. University Faculty Senate report.

Because Gerald Kitzmann was unable to attend the UFS meeting in Albany, Rose Rudnitski attended in his place and presented the report.

- The Senate, in recognition of his responsiveness to faculty concerns and his strong service, passed a resolution of support for Chancellor King.
- There is concern that the buying power of university libraries has been reduced, and that some electronic journal providers have monopolistic policies that further constrain library acquisitions. SPARK was offered as a source of information for faculty seeking non-monopolistic publishers.
- The number and percentage of full-time faculty rates is seen as an important factor in graduation rates, an area of concern.
- Trustee Candace DeRussy has proposed that SUNY adopt the “Academic Bill of Rights” as institutional policy; a proposal fraught with academic freedom and enforcement implications and problems. More information on this issue was also shared by the Presiding Officer, both at the meeting and via the *all-fs* list.
- www.artstor.org is a wonderful resource and is available on the STL databases page as a “quick link.”
- Proposals were made by the Senate to reduce the incidence of prestigious awards such as Chancellor’s Awards being given to the same people.

7. Report of the Presiding Officer.

John VanderLippe offered the following items for information and discussion:

- Mission Review II guidance documents have been sent to Albany. The latest draft can be found on *my.newpaltz.edu* under the My.Staff Services menu.
- GEAR: The college's response to GEAR was approved at the December 10 Faculty & Professional Staff meeting. Following discussions with the faculty, the Provost added a comment about scheduling GEAR response deadlines so that faculty can be meaningfully involved in review and comment.
- The Structures and Procedures document is updated and on the Faculty Governance web site. Please review and use it when doing committee work.
- The resolution passed by the faculty-staff last semester concerning part-time faculty and governance is under review by the Organization committee. A report is forthcoming later this semester.
- The faculty representative to the Capital Planning Council is Julio Gonzalez and the professional staff representative is Denise Warren. A student representative has also been named. Information about proposal deadlines and project status will be available on *my.newpaltz.edu* in the near future.
- Academic Bill of Rights: The Presiding Officer sent around some information about this document, sometimes referred to as "affirmative action for conservatives. Included in the information distributed is the AAUP response.
- Syllabus Project: Linda Smith has given the procedures for faculty who will be participating by posting syllabi online. The syllabi can be submitted in the following formats (in order of preference): PDF, Word file or RTF, or as a paper document.

8. Unfinished business

None.

9. New business

None.

10. Adjournment

The meeting was adjourned at 4:10 pm.

Respectfully submitted,
 Mary Beth Collier
 Secretary pro tempore

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Agenda Academic Senate Meeting

May 6, 2005

3:00 p.m.

Coykendall Science Building Auditorium

- 1.Approval of the Minutes of the March 18, 2005 meeting.
- 2.Announcements.
- 3.Report of the Provost. Questions and action items from the floor.

4. Report of the Presiding Officer of the Academic Senate. Questions and action items from the floor.
5. Action items from Academic Senate Officers.
6. Reports and Action items from Academic Senate Committees.
 - a. Academic Affairs: Motion to create a Task Force on SEI's (attached to e-mail message).
 - b. Budget, Goals & Plans
 - c. Curriculum Committee
7. Unfinished Business.
8. New Business.
9. Adjournment.

Attachments included in e-mail message: Minutes of 3/18;* Academic Affairs Committee Resolution; UFS Resolution.

*Attachment A: Academic Affairs Committee Resolution

Academic Senate

May 6, 2005

Motion from Academic Affairs Committee:

"We move that the Academic Senate and full Faculty create a task force to reform the SEI as the Academic Affairs' SEI Report suggests. Specifically, this task force should develop proposals regarding:

- A) SEI-item content including both universal (evaluative) and optional (assessment-based) items.
- B) Whether the SEI should be implemented in an on-line format; and if so, how.
- C) A statement regarding the use of SEI data by all bodies involved in personnel decisions.

This committee is to be comprised of an elected member of each of the five academic divisions in addition to the head of Institutional Research as an ex officio member."

Academic Senate Minutes
March 18th, 2005

Attendance:

Peter D.G. Brown (Foreign Languages), Mary Beth Collier (Provost's Office), Paul Chauvet (Computer Services), Amy Cheng (Art Department), Laurel Garrick Duhaney (Provost's Office), Glenn Geher (Psychology), Majid Hosseini (Mathematics), Catherine Jacob (Student Association), Paul Kassel (Theatre Arts), Simin Mozayeni (Economics/LA&S), Victoria Passarella (Student Association), Hanh Pham (Computer Science), Patrick Saxe (Academic Advising), Nancy Schniedewind (Educational Studies), John Sharp (Geography), Vika Shock (Graduate School), Helise Winters (Continuing and Professional Education), June Trop Zuckerman (Secondary Education).

1. Call to order.

Meeting was called to order at 3:03 PM.

2. Reading and approval of minutes.

Minutes were approved with no objections.

3. Announcements

- ⊗ Paul Kassel (Theatre Arts) announced the play “A Flea in Her Ear” playing on campus from March 10th through March 20th.

4. Report of the Provost

- ⊗ In regards to the faculty searches in progress, there are twenty lines, with three signed on, and all but one or two will finalize in the next few weeks. We will be up five lines if all searches are successful. He will be calling soon for departments to propose new faculty lines.
- ⊗ In regards to the state budget: Utility costs, especially electricity are rising.
- ⊗ The Syllabi Project has received more syllabi. A more proactive approach of asking of the syllabi already on file for a course can be used in the project, but this would not be done without the instructor’s approval.
- ⊗ A subscription to the *Chronicle of Higher Education* has been purchased for each department.
- ⊗ Additional speakers are being looked for to speak at the Teaching and Learning Center. If the faculty have any suggestions, please make them to Richard Kelder, the center’s director.

5. Report of the Presiding Officer

- ⊗ Mission Review 2 – system interlocutors will be on campus April 4th.
- ⊗ University Faculty Senate
 - ⊗ The University Faculty Senate passed two motions regarding Chancellor’s Awards: one limits to one the number of awards an individual faculty member can apply for at a time; the other sets a ten-year minimum period between eligibility for awards.
 - ⊗ We should think about ways to get more New Paltz applicants for these awards (Chancellor’s Awards, Distinguished Professorships).
 - ⊗ An informational meeting about applying for these awards was suggested, and Peter Brown and Nancy Schniedewind (past award winners) agreed to help with that.
 - ⊗ There is information about the various awards and their criteria online at the SUNY website.
- ⊗ Organization Committee will be bringing a motion regarding the creation of a Task Force on Personnel

6. Unfinished business

None

7. New Business

- ⊗ Glenn Geher from the Academic Affairs Committee gave a report on SEIs. The SEI Ad-hoc Committee was created by the Academic Affairs Committee to look into possible changes with the SEIs
 - ⊗ A draft of the committee’s report was sent to the all-fs@newpaltz.edu e-mail list. Glenn requested that any comments on this report be sent to Ben Endres by April 8th.
 - ⊗ A recommendation from the committee should be brought to the Academic Senate in May.

8. Adjournment

The meeting was adjourned at approximately 3:45 PM

Respectfully submitted,
Paul Chauvet
Secretary pro tempore

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