

Spring 2005-Faculty&Professional Staff Meetings: Agendas&Minutes

Tuesday, February 8

Tuesday, March 22

Friday, May 13

Agenda: Faculty and Professional Staff Meeting

Tuesday, February 8, 2005

11:30-12:15

Coykendall Science Building Auditorium

1. Call to Order.
2. Approval of the Minutes of the Faculty & Professional Staff Meeting of December 10, 2004.
3. Announcements
4. Report of the President. Questions and action items from the floor.
5. Action items from Officers, Standing Committees, Ad Hoc Committees and other agencies of the College Faculty. Questions and action items from the floor.
 - Glenn McNitt: UUP Report on the Governor's Budget.
6. Unfinished business.
7. New business.
8. Optional reading of reports of Officers, Committees and other agencies of the College Faculty.
 - Rose Rudnitski: Report on the University Faculty Senate Meeting.
 - Presiding Officer's report.
9. Adjournment

Minutes of the Faculty and Professional Staff Meeting

December 10th, 2004

Lecture Center 102

1. Call to Order – The meeting was called to order at 3:10 PM.
2. Approval of the Minutes of the Faculty & Staff Meeting of November 12, 2004
 - Minutes are approved as distributed
3. Announcements
 - Glenn McNitt: Following the meeting at 5 PM, a UUP reception will take place at College Terrace

4. Report of the President. Question and action items from the floor.

Enrollment

- 25-30 new freshman for Spring 2005
- The size of the Spring transfer group is 1/3rd larger than last year
- Fall 2005 – in ‘prospects to applicants’ stage currently; 49% more applicants than at this point last year

Spring 2005 Scheduling

- The schedule looks better than it did earlier on

Construction

- The VLC tower is being constructed in Kentucky, it is hoped it arrives in January 2005
- President indicated he will let people know when the tower is due to be installed
- The Phase II VLC contract has been awarded to same contractor as one awarded Phase I

State Budget

- No overrides are expected for this year’s state budget
- For the first time in recent memory, the SUNY Board of Trustees is asking for an increase in funding for next year’s state budget

Fundraising

- The College just received the largest request gift in its history from an alumna (Class of 1920): \$1,000,000 for scholarships for students from the Rye and Yonkers communities.

Questions and Answers

- The President was asked to comment about adjunct salaries. The President (a) agrees that adjuncts are important to the institution, (b) it is further agreed that we would like adjuncts to be paid at a higher rate, and (c) the President’s Office has responded (contrary to some comments on the faculty discussion list) about the plausibility of particular motions given fiscal considerations at this time.

5. Action Items from Officers, Standing Committees, Ad Hoc Committees and other agencies of the College Faculty. Question and action items from the floor.

- *Report of the Provost on hiring priorities* - The Provost described the overall process for determining hiring priorities and turning those priorities into searches. He then displayed the hiring requests for faculty positions (noting rationales and those authorized) that came to the Provost’s Office. 53 tenure-track and 7 lecturer requests were brought from the Deans – the College has authorized 17 tenure-track and 1 carry-over search. Taking into consideration retirements, this will result in a net increase of 3 faculty lines. Responding to a question, the Provost indicated that funds saved from full-year sabbaticals are used to fund adjunct salaries to cover all sabbatical shortages. The possibility of lectureships and/or reducing the number of undergraduates to reduce the reliance on adjunct faculty was also discussed.
- *Academic Senate motion, approved, regarding a response to the GEAR draft Guidelines* - (The GEAR draft Guidelines and the Provost’s initial response were attached to the minutes of the previous meeting; also see related New Business item in 7. below.) The Senate’s 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.” The motion was made to make this letter our unified campus response, and this motion was seconded. The Provost asked to add the following “It is the sense of the faculty that when campuses are asked to respond to important policy issues that require campus-wide considerations, the timing must correspond with the academic cycle. To be specific, full

faculty meetings may occur only three or four times a semester. One meeting should be reserved for the announcement of the information, and the second to consider a unified response. This is a minimum requirement in general.” This was accepted by the motion-maker as a friendly amendment. The question was called, and this motion passed. The amended motion passed.

- *Academic Senate approval of changes in “Structures and Procedures of Faculty Tenure, Reappointment, Promotion and Salary Increase”* – changes on pages 2 (the underlined word in IV.A. is to be considered a typo) and 5 were displayed. A motion was made and seconded to approve these changes. The question was called and the faculty voted to end discussion. The motion was approved.
- *Academic Senate motion, approved, regarding placing syllabi on BlackBoard* – “That the Academic Senate supports the recommendations of the Academic Affairs Committee [see below] regarding the placing of syllabi on BlackBoard; although the Academic Senate states that participation in placing syllabi on BlackBoard is voluntary.” Glenn Geher (Chair, Academic Affairs Committee) presented the history of this initiative. The Academic Affairs Committee was asked by the Academic Senate to consider this issue. He then presented survey results from 150 students suggesting that they saw value in having course syllabi available to students. The Academic Affairs Committee then voted to pass the following motion: “The committee recommends that the administrative staff post past semester syllabi with restricted web access.” A motion was made and seconded to approve the Academic Senate’s motion. Discussion ensued. The Provost agreed with a comment suggesting that the process should be evaluated at some point to establish whether it is being used enough by students to be continued. The question was called, and the faculty voted to end discussion. Upon request for a hand count, the motion was 34 in favor, 23 opposed, and 9 abstentions. The motion, therefore, was passed.

6. In his report, the Presiding Officer presented the following items:

- A motion was approved by the Academic Senate: “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.”
- Meetings next semester will be held on Tuesdays from 11:30 AM to 12:20 PM.
- Clarification on procedures for selecting external evaluators for tenure and promotion – the chair of the department is encouraged to add at least one name to the list of potential external evaluators provided by the candidate. The purpose is to ensure that the external evaluators are sufficiently distant in relationship from the candidate. Candidates are allowed to indicate whether they object to a potential evaluator based on past professional experiences.

7. New Business

- *Chancellor King’s request for assistance in meeting a FOIA request for information regarding campus-based assessment* – A Freedom of Information Act suit has been filed by reporters for SUNY assessment information. Acceptance of GEAR Guidelines had previously been based upon the understanding that assessment information would not be used to compare campuses, and this understanding may no longer apply. The Presiding Officer underscored the importance of engaging in a dialogue about this issue in the upcoming semester.

8. Adjournment – the meeting was adjourned at 5:14 PM.

Respectfully submitted by
Douglas C. Maynard

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Agenda: Faculty and Professional Staff Meeting

Tuesday, March 22, 2005

11:30-12:15

Coykendall Science Building Auditorium

1. Call to Order.
2. Approval of the Minutes of the Faculty & Professional Staff Meeting of February 8, 2005.
3. Announcements.
 - Barbara Petruzzelli.
4. Report of the President. Questions and action items from the floor.
5. Action items from Officers, Standing Committees, Ad Hoc Committees and other agencies of the College Faculty. Questions and action items from the floor.
 - Executive Committee: Motion to create a Task Force on Personnel Matters.
6. Unfinished business.
7. New business.
10. Optional reading of reports of Officers, Committees and other agencies of the College Faculty.
 - Ben Endres: Ad Hoc Committee on SEI's.
11. Adjournment.

Minutes of the Faculty and Professional Staff Meeting

February 8th, 2005

Coykendall Science Building Auditorium

1. Call to Order – The meeting was called to order at 11:31 AM.
2. Approval of the Minutes of the Faculty & Professional Staff Meeting of December 10th, 2004.
 - The minutes are approved as distributed.
3. Announcements

- Eugene Heath (Philosophy) announced that John Churchill, the Secretary of Phi Beta Kappa, will be giving a presentation "Explanations Come to an End Somewhere: Wittgenstein and Liberal Education" at 5 PM in LC 102.
 - John VanderLippe asked that those present complete the short survey on preferred times and days for Faculty and Professional Staff Meetings.
4. Action items from Officers, Standing Committees, Ad Hoc Committees, and other agencies of the College Faculty. Questions and action items from the floor.
- *Glenn McNitt: UUP report on the Governor's Budget:* The Governor's budget (\$1.8 million dollars for the campus) does not come close to meeting the institution's needs. Some of these funds are based on the assumption of a tuition increase rather than public funds. Historically, there is reason to believe that the actually-approved tuition increase will be half of what the Governor has proposed, resulting in a \$43 to \$44 million dollar shortfall for the operating budget for SUNY New Paltz. The Governor has also proposed privatizing the three teaching hospitals in the system, which would reduce funds further. The Governor has also proposed a sick tax on hospitals' gross receipts, a 50% reduction in EOP and TAP funding, and a system of locking in tuition at a certain level for each entering class. The UUP encourages faculty and professional staff to contact legislators, and will send this information to those on the UUP e-mailing list.
5. Report of the President. Questions and action items from the floor.
- The President's report was e-mailed to faculty and professional staff. This document is attached.
 - With regard to the Governor's budget:
 - i. Overall level of funding for the campus – the shift in funding from the state to the students via tuition continues and is part of a nationwide trend
 - ii. Proposed reduction in funding for EOP is distressing
 - iii. Proposed reduction in TAP funding will probably not happen, but because TAP benefits private colleges most, if funding is restored, it may translate into losses for SUNY.
 - iv. Capital funding - \$234 million in capital projects, and none of it has been earmarked for SUNY New Paltz. We would like funds for renovating the Student Union Building.
 - v. Tuition plan to set a specific tuition level for entering students – the president believes that the basic premise of this proposal makes sense, in that it is more predictable for students and parents and does not erratically hit some students and not others depending on timing. It's important to separate this issue from any particular proposed tuition hike.
6. Unfinished business
- No unfinished business
7. New business
- No new business
8. Optional reading of reports of Officers, Committees

- *Rose Rudnitski – Report on the University Faculty Senate Meeting:* 4-year graduation rates were discussed at the University Faculty Senate Meeting. Mission Review II was also discussed and Rose will share her written report with faculty and professional staff when complete. A report on funding for the system libraries suggested a downward trend in buying power. The Academic Bill of Rights, proposed by Trustee Candace de Russy, was also discussed. There were three resolutions in regard to recent misuses of Chancellor’s Awards. The University Faculty Senate also passed a resolution supporting Chancellor King, who the Senate feels has been responsive to faculty during his appointment.
- *John VanderLippe - Presiding Officer’s report.* The document sent to faculty and professional staff was mislabeled “Academic Senate / February 4, 2005” – this in fact is the Presiding Officer’s report to the faculty. This document is attached. So far as the Academic Bill of Rights, the Board of Trustees has taken no action as of yet, and it would be premature for the SUNY New Paltz campus to respond to this proposal.
 - i. It was requested that the short survey also be e-mailed out to faculty and professional staff so that those who could not attend could complete the survey. The Presiding Officer agreed to do this.

9. Adjournment – the meeting was adjourned at 12:13 PM

Respectfully submitted by
Douglas C. Maynard

Attached Appendices: Report of the President.
Report of the Presiding Officer

**President’s Report
Faculty and Professional Staff Meeting
February 8, 2005**

December Commencement:

- **Thanks to everyone who participated in December Commencement at the Mid-Hudson Civic Center. It was a great event, with palpable celebratory spirit. Having Senator Charles Schumer speak generated excitement in the arena – we’re hoping to line up other high-profile speakers/honorees for future commencements.**

Enrollment:

- You’ll remember that last fall we reported that the selectivity of our Freshman class had increased, but that our yield was down a bit. For spring 2005, our overall enrollment has returned to its prior levels. We have a larger cohort of transfer students (475 vs. the usual 325) and we have about 30 new first-year students. Interestingly, many of these freshmen had been accepted to New Paltz last spring, enrolled elsewhere – but have now seen the error of their way and have now decided to enroll here after all. Graduate enrollments are also up a lot over the fall.
- New Paltz has led all SUNY comprehensive colleges in total applications for 14 consecutive years, and we appear to be on track once again to lead our sector in both freshmen and transfer applications. But more important than application numbers are the number and especially the quality of students who actually enroll. Our push for a high yield of admitted students this spring will be important. Faculty and staff can help us here, especially during our Accepted Students Day.

- We are trying to make it easier for potential graduate students to find out about our programs and to apply for admission. Accordingly, the Continuing and Professional Education Staff in Grimm House (in conjunction with The Graduate School) is now providing prospective graduate students with general information about our programs and the application process and arranging appointments with the appropriate academic departments. Hopefully these efforts will further bolster our graduate enrollments.

Construction:

- VLC Clock Tower – It's back and keeping accurate time! About 60 people – including current and former faculty and staff, alumni, Foundation Board and College Council members, retired staff and President Emerita Alice Chandler watched the crane put the pieces of the clock tower in place on the morning of January 15. Having this landmark back where it belongs has repaired a tear in the fabric of our community.
- Van den Berg Learning Center – Phase II is under way, which includes the build out of the second and third floors. Most likely, the School of Business and Nursing Program will move in for Spring Semester 2006.
- Athletic Center: We were assured just two weeks ago by the Construction Fund that this project will be done in time for January 2006 occupancy.
- A Construction Preview: We're gearing up to redo the stairs between the library and the concourse in front of the Lecture Center, as well as renovating the bathrooms on the first floor of the Student Union Building.

Mission Review 2:

- New Paltz's Mission Summary document has been sent to System Administration. The document was a collaborative effort of a campus-wide committee including me, the Provost, the Vice Presidents, one dean and three faculty and professional staff members, including the presiding officer of the faculty. As you know, the draft document was available for comment on campus; we also met with two faculty governance committees to discuss its content before it was submitted to System Administration. It is now available through my.newpaltz.edu (see link to Mission Summary Document in the left-hand column under My Staff Services). We anticipate that as a next step in the process, a System team of "interlocutors" will visit the campus in late spring to engage in dialogue with our campus team, which will include all the faculty/staff members of our Mission Review Committee.

Empire State Games:

- We are starting to gear up for the Empire State Games, which are coming to the Hudson Valley July 27-31. New Paltz has committed to providing housing and food for 2,000 athletes, and we're the venue for four sports – archery, synchronized swimming, boxing and tennis. We see this as an opportunity to make a positive impression on a number of potential students and their parents and to contribute to a region-wide event that will bring millions of dollars to Hudson Valley businesses and communities.

Fund Raising:

- The number of donors to date is 18.5% higher than last year at this time (3,493 compared with 3,351). We are on track for the third year in a row of double-digit increases in New Paltz Foundation contributors. Contributions this year are well ahead of last year due to the \$1 million DeRoberts bequest; excluding that amount, gifts received to date are a bit ahead of last year.

Faculty and Professional Staff Meeting

February 8, 2005

Report of the Presiding Officer

1. MRII Guidance Document
 - a. Sent off January 20th.
 - b. Members of the Executive Committee met to discuss the draft on 12/21, and January 4th, Executive Committee met with President Poskanzer and Provost Lavallee.
 - c. Both meetings allowed discussion of the document, as well as the process.
 - d. In theory, this semester, visitation team will be on campus. I will keep you posted about developments.
2. Provost's response to Patty Francis about GEAR.
 - a. Faculty-Staff meeting 12/10 voted in favor of Academic Senate Resolution accepting Provost Lavallee's draft response of November.
 - b. Provost also added a paragraph calling for more time to consider such issues in the future.
3. Updated version of the Structures & Procedures Document, approved 12/10/04, has been placed on the Academic Affairs website, and may also be accessed through the faculty governance website. Please be sure that your departments operate under the revised guidelines.
4. Resolution on Part-Timers and governance: Organization Committee is still working on the question of defining part-timers and their possible role in campus governance. I expect at least a preliminary report by the end of the semester.
5. Capital Planning Council: Julio Gonzalez, of Electrical and Computer Engineering, and Denise Warren, of the Registrar's office have agreed to serve on the Capital Planning Council.
6. Academic Bill of Rights. Proposed by Trustee de Russy for adoption by SUNY BoT on January 25, 2005. **No action has been taken yet** – my report is simply for your information about an emerging issue.
 - a. For the text of the Academic Bill of Rights, please see attached.
 - b. ABC News story Tuesday 2/1/05:
<http://abcnews.go.com/WNT/story?id=461497&page=1>
 - c. ABR is supported by a group known as Students for Academic Freedom:
<http://studentsforacademicfreedom.org/>
 - d. For the AAUP's response:
<http://www.aaup.org/statements/SpchState/Statements/billofrights.htm>
 - e. The Academic Bill of Rights is part of a number of initiatives, claiming to support academic freedom and balance on college campuses:
 - i. In 2003, Rep. Jack Kingston (GA), along with 36 co-sponsors, introduced a concurrent resolution calling for support for adopting the Academic Bill of Rights: <http://thomas.loc.gov/cgi-bin/query/z?c108:H.CON.RES.318>:
 - ii. Middle East Studies – Campus Watch, led by Daniel Pipes & Martin Kramer, have actively attacked scholars in Middle East Studies, as well as MESA. Their tactics include inviting students to submit reports on their faculty: <http://www.campus-watch.org/>

- iii. International Advisory Board – The International Studies in Higher Education Act of 2003, HR 3077, calls for creation of a body to oversee the teaching of area studies and international affairs on college campuses: <http://thomas.loc.gov/cgi-bin/query/F?c108:1:./temp/~c108b6H2c0:e18288>: For AAUP response to H.R. 3077: <http://www.aaup.org/govrel/hea/2003/Internatadvise.htm>

Attachment:

MEMO:
January 25, 2005

To: Members of the Board of Trustees
From: Trustee Candace de Russy
Re: Academic Bill of Rights

I would like to request that the Board of Trustees join a number of public and private universities across the United States in endorsing the Academic Bill of Rights. Endorsement of the Bill would signal our respect for intellectual diversity across the State University System, encourage the revision of campus grievance procedures to make certain that no student is penalized or discriminated against for his or her political opinions, and ensure that funds for student activities and guest speakers are fairly distributed to promote representation of diverse points of view.

The Academic Bill of Rights is supported by Students for Academic Freedom, an organization with 135 chapters on many colleges and universities across the country including Harvard, Yale, Princeton, Columbia, Duke, Brown, UCLA, Wisconsin, Michigan and Georgia Tech. Georgia and Colorado have included the Academic Bill of Rights in state legislation, with state action pending in Michigan, Oklahoma, Massachusetts and California, among other states. Federal legislation has been introduced before the U.S. House of Representatives and U.S. Senate.

The State University of New York, and our Board of Trustees, should be at the forefront of efforts to strengthen higher education and promote academic freedom and diversity of thought.

I would request that both the Academic Standards Committee and the Student Life Committee address how we can appropriately incorporate the Academic Bill of Rights into State University of New York academic and student life policy so as to enrich the learning experiences and environments we are providing our students. Both Committees could report back to the full Board their recommendations so that we might act by resolution at an upcoming meeting this semester.

The eloquent language of the Academic Bill of Rights follows:

Academic Bill of Rights

I. The Mission of the University.

The central purposes of a University are the pursuit of truth, the discovery of new knowledge through scholarship and research, the study and reasoned criticism of intellectual and cultural traditions, the teaching and general development of students to help them become creative individuals and productive citizens of a pluralistic democracy, and the transmission of knowledge and learning to a society at large. Free inquiry and free speech within the academic community are indispensable to the achievement of these goals. The freedom to teach and to learn depend upon the creation of appropriate conditions and opportunities on the campus as a whole as well as in the classrooms and lecture halls. These purposes

reflect the values -- pluralism, diversity, opportunity, critical intelligence, openness and fairness -- that are the cornerstones of American society.

II. Academic Freedom

1. The Concept . Academic freedom and intellectual diversity are values indispensable to the American university. From its first formulation in the *General Report of the Committee on Academic Freedom and Tenure* of the American Association of University Professors, the concept of academic freedom has been premised on the idea that human knowledge is a never-ending pursuit of the truth, that there is no humanly accessible truth that is not in principle open to challenge, and that no party or intellectual faction has a monopoly on wisdom. Therefore, academic freedom is most likely to thrive in an environment of intellectual diversity that protects and fosters independence of thought and speech. In the words of the *General Report*, it is vital to protect “as the first condition of progress, [a] complete and unlimited freedom to *pursue* inquiry and publish its results.”

Because free inquiry and its fruits are crucial to the democratic enterprise itself, academic freedom is a national value as well. In a historic 1967 decision (*Keyishian v. Board of Regents of the University of the State of New York*) the Supreme Court of the United States overturned a New York State loyalty provision for teachers with these words: “Our Nation is deeply committed to safeguarding academic freedom, [a] transcendent value to all of us and not merely to the teachers concerned.” In *Sweezy v. New Hampshire*, (1957) the Court observed that the “essentiality of freedom in the community of American universities [was] almost self-evident.”

2. The Practice . Academic freedom consists in protecting the intellectual independence of professors, researchers and students in the pursuit of knowledge and the expression of ideas from interference by legislators or authorities within the institution itself. This means that no political, ideological or religious orthodoxy will be imposed on professors and researchers through the hiring or tenure or termination process, or through any other administrative means by the academic institution. Nor shall legislatures impose any such orthodoxy through their control of the university budget.

This protection includes students. From the first statement on academic freedom, it has been recognized that intellectual independence means the protection of students – as well as faculty – from the imposition of any orthodoxy of a political, religious or ideological nature. The 1915 *General Report* admonished faculty to avoid “taking unfair advantage of the student’s immaturity by indoctrinating him with the teacher’s own opinions before the student has had an opportunity fairly to examine other opinions upon the matters in question, and before he has sufficient knowledge and ripeness of judgment to be entitled to form any definitive opinion of his own.” In 1967, the AAUP’s *Joint Statement on Rights and Freedoms of Students* reinforced and amplified this injunction by affirming the inseparability of “the freedom to teach and freedom to learn.” In the words of the report, “Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion.”

Therefore, to secure the intellectual independence of faculty and students and to protect the principle of intellectual diversity, the following principles and procedures shall be observed.

These principles fully apply only to public universities and to private universities that present themselves as bound by the canons of academic freedom. Private institutions choosing to restrict academic freedom on the basis of creed have an obligation to be as explicit as is possible about the scope and nature of these restrictions.

1. All faculty shall be hired, fired, promoted and granted tenure on the basis of their competence and appropriate knowledge in the field of their expertise and, in the humanities, the social sciences, and the arts, with a view toward fostering a plurality of methodologies and perspectives. No faculty shall be hired or fired or denied promotion or tenure on the basis of his or her political or religious beliefs.
2. No faculty member will be excluded from tenure, search and hiring committees on the basis of their political or religious beliefs.
3. Students will be graded solely on the basis of their reasoned answers and appropriate knowledge of the subjects and disciplines they study, not on the basis of their political or religious beliefs.
4. Curricula and reading lists in the humanities and social sciences should reflect the uncertainty and unsettled character of all human knowledge in these areas by providing students with dissenting sources

and viewpoints where appropriate. While teachers are and should be free to pursue their own findings and perspectives in presenting their views, they should consider and make their students aware of other viewpoints. Academic disciplines should welcome a diversity of approaches to unsettled questions.

5. Exposing students to the spectrum of significant scholarly viewpoints on the subjects examined in their courses is a major responsibility of faculty. Faculty will not use their courses for the purpose of political, ideological, religious or anti-religious indoctrination.

6. Selection of speakers, allocation of funds for speakers programs and other student activities will observe the principles of academic freedom and promote intellectual pluralism.

7. An environment conducive to the civil exchange of ideas being an essential component of a free university, the obstruction of invited campus speakers, destruction of campus literature or other effort to obstruct this exchange will not be tolerated.

7. Knowledge advances when individual scholars are left free to reach their own conclusions about which methods, facts, and theories have been validated by research. Academic institutions and professional societies formed to advance knowledge within an area of research, maintain the integrity of the research process, and organize the professional lives of related researchers serve as indispensable venues within which scholars circulate research findings and debate their interpretation. To perform these functions adequately, academic institutions and professional societies should maintain a posture of organizational neutrality with respect to the substantive disagreements that divide researchers on questions within, or outside, their fields of inquiry.

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Agenda: Faculty and Professional Staff Meeting

Friday, May 13, 2005

11:30-1:30

Coykendall Science Building Auditorium

1.Call to Order.

2.Approval of the Minutes of the Faculty & Professional Staff Meeting of March 22, 2005.

3. Announcements.

4.Report of the President. Questions and action items from the floor.

5.Reports and Action Items from Officers, Standing Committees, Ad Hoc Committees and other Agencies of the College Faculty. Questions and action items from the floor.

- Budget Report of the Vice President for Administration
- Budget, Goals & Plans Committee
- Educational Technology Committee
- Organization Committee
- Curriculum Committee
- Academic Affairs Committee

Motion approved by the Academic Senate: “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

Motion approved by the Academic Senate: “Be it resolved that the Curriculum Committee examine the Faculty By Laws VI.G.3.c.3, ‘The Curriculum Committee Shall...make recommendations...’, with the aim of revising the approval process, and report its findings to the Presiding Officer.”

- Report of the Presiding Officer of the Faculty and Professional Staff.

6.Unfinished business.

7.New business.

8.Optional reading of reports of Officers, Committees and other agencies of the College Faculty.

9. Adjournment.

Minutes of the Faculty and Professional Staff Meeting

March 22nd, 2005

Coykendall Science Building Auditorium

1.Call to Order – The meeting was called to order at 11:33 AM.

2.Approval of the Minutes of the Faculty & Professional Staff Meeting of February 8th, 2004.

- Point 4 – delete “New Paltz” from middle of paragraph (regarding the \$43 to \$44 million dollar shortfall). This number refers to a possible SUNY shortfall.
- The minutes are approved as amended.

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

- The President’s report was e-mailed to faculty and professional staff. This document is attached.
- In response to a question, our incoming class yield rate is up about 30% from last year, but it is still early.

4.Action items from Officers, Standing Committees, Ad Hoc Committees, and other agencies of the College Faculty. Questions and action items from the floor.

- *Executive Committee: Motion to create a Task Force on Personnel Matters:* The Executive Committee has proposed this motion (this document is attached), with membership mirroring that of the Organization Committee. Several amendments were offered but were never seconded or voted on, so did not amend the original presented. The Executive Committee planned to build the committee with volunteers, and possibly holding elections if the number of volunteers exceeded the number of seats.
- Motion to close debate; seconded; the motion passed
- The motion as originally presented was passed

5.Unfinished business

- No unfinished business

6. New business

- No new business

7. Optional reading of reports of Officers, Committees

- *Ben Endres: Chair, Ad Hoc Committee on SEIs:* Committee has finished a draft of the SEI report, which was e-mailed to faculty and staff. It's also located on the H: drive in the Academic Affairs folder, or through the Academic Affairs web page. The committee is hoping for faculty/staff input. Send comments to Ben Endres at endresb@newpaltz.edu before April 12th (their next meeting).

8. Announcements

- Barbara Petruzzelli (Sojourner Truth Library)
 - i. Dynix is being replaced on April 1st with a new catalog
 - ii. April 11th-15th is National Library Week, with events at STL all week long
- Emily Trapp, Faculty and Staff Campaign – a video was presented with a request for participation in the Faculty and Staff Campaign
- John VanderLippe made a formal request for volunteers to make up the Task Force just formed, and also requested that faculty complete the surveys available to provide feedback on faculty/staff meeting days/times.

9. Adjournment – the meeting was adjourned at 12:08 PM

Respectfully submitted by
Douglas C. Maynard

Attachments:

- President's Report
- Motion of the Executive Committee to Create a Task Force on Personnel Procedures

President's Report
Faculty and Professional Staff Meeting
March 22, 2005

State Budget Update: In addition to the governor's budget, the Senate and Assembly budget bills have now been released. Both houses are meeting in conference to iron out their differences. It is encouraging to see that both houses attempt to fill the SUNY funding gap of about \$84 million. However, there are some variations in how they would do this. The Senate would have a modest tuition increase possibly linked to CPI, and the Assembly is opposed to any tuition increase. Dialogue is still ongoing about the proper elements of a rational tuition plan.

We're heartened that both bills restore EOP funds and both reject the governor's TAP proposals. Both bills also include a special \$10 million appropriation to renovate our Student Union Building. There are still many steps left in the budget process. Even after the Legislature concludes its deliberations, there will still be negotiations with the Executive Branch. As Yogi Berra said, "It ain't over until it's over."

Construction/Physical Plant:

Athletic Center – The Construction Fund promises us that we are on track for a late fall completion. The exterior “calwall” is being installed. Framing, interior masonry and exterior brickwork continue. Water line and other utility connections are completed or under way. As part of this project, a new parking lot behind Southside House is partially completed and has added 150 spaces for commuter students. When the entire lot is opened this summer, we will add another 100 parking spaces.

VLC – Phase I is winding down. Painting, electrical work, and elevator assembly are 95% complete. For Phase II, demolition is complete, roof work is 80% complete and framing of walls on the second floor is 90% complete. Second-floor electrical rough-in is 50% complete. And, of course, the tower is reinstalled. The Fund has approved the use leftover monies to purchase an electronic carillon (chimes) for the tower. Get ready to hear the alma mater!

Welcome Center – We plan to convert the north side of the Haggerty Administration Building Lobby into a Welcome Center for the campus, with a staffed information desk where visitors can obtain a visitor parking pass, ask for directions and general information, and buy tickets for campus events.

Campus Signage – We are going to increase the number and visibility of signs directing visitors to campus. This is especially important given that the Empire State Games will be held on campus in late July. As we address off-campus signage, we’ll then need to help visitors navigate the campus once they arrive on our doorstep.

Library Stairs – I suspect that many of you, like me, have long been embarrassed by the deteriorating staircase between the Lecture Center Concourse and the Library. This is a good example of a problem identified by Student Ambassadors who conduct our campus tours for prospective students. Repairing this eyesore and safety hazard will help us put our best face forward in this part of the campus.

SUB Bathroom renovations – This summer, we will upgrade and renovate bathrooms in the Student Union Building as part of an overhaul of eating areas. It’s important to do this because the SUB is a high-traffic area. This is a Campus Auxiliary Services project.

Fall 2005 Enrollment and Our Push for a Higher Yield: Total undergraduate applications for fall are at about 11,000, keeping pace with last year’s historic high. The caliber of the applicants is once again very high, and we’ve already received deposits from 260 students (a good chunk of our target of 950 freshmen). Transfer applications are up by 18 percent.

Most importantly on the enrollment front, right now, we are in full-court press mode (It is March Madness time!) to yield an academically talented freshman class for Fall 2005. As you know, we’ve been a very popular college, with lots of applicants, but our “yield” – the number of students that we accept who actually enroll at New Paltz, is lower than we would like. Therefore, this year we are asking the entire campus to become involved in freshman yield activities.

I want to thank those faculty and staff members who have been or will be reaching out by telephone to the top prospective student applicants who are interested in your departments’ majors. I know that many of you will be participating in Accepted Students Day, to be held on April 9. I appreciate your efforts on behalf of the college. Successful recruitment is a

campuswide endeavor. Other yield activities include sending out financial aid award letters earlier this year, personalized letters from the deans, more follow-up calls to accepted students from current students, a T-shirt-in-a-box mailing and a special invitation to high-achieving students to a breakfast with the president when they arrive on campus this fall (Is that an inducement to enroll? I hope so!)

Faculty/Staff Campaign: One last, but very important item. As I'm sure you know, we're in the midst of our annual Faculty/Staff Campaign. You give to the college through your work and devotion every day, but I am asking you to contribute to this campaign. We're shooting (more basketball metaphors) for a 40 percent participation rate. Please be a part of this. Thanks!

And have a great spring break!

Motion of the Executive Committee to create a Task Force on Personnel Procedures
March 18, 2005

Whereas, confusion and anxiety exists on the SUNY-New Paltz campus regarding personnel procedures and structures for reappointment, tenure, promotion, and salary increase, both in terms of the expectations and the specific documents and methods used to make and announce such decisions,

Be it resolved, that the Executive Committee be charged with the responsibility of creating a Task Force, of the Executive Committee, to review personnel procedures and structures for reappointment, tenure, promotion and salary increase, and the granting of *qualified rank and leaves*, across campus and at all levels, with the purpose of identifying aspects of the current structures and procedures that are inadequate, inequitable, opaque, irrational, unnecessary or out-of-date, and to report its findings to the Executive Committee and full faculty and professional staff, and to suggest alterations to correct problems or shortcomings in the current structures and/or procedures, and

Be it further resolved, that the Task Force should be comprised of voting members, with continuing appointment, from each constituency – Business, Education, F&PA, LA&S, the Library, S&E, and Professional Staff, and such non-voting members, *ex officio*, of Management Confidential personnel as are needed to support the work of the task force, and

Be it further resolved, that the Task Force be constituted, and begin its work as soon as possible, with access to such resources and information as needed to complete the task, without compromising existing guidelines protecting the confidentiality of personnel decisions, or affecting any personnel matters currently under consideration.

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