

Fall 2010--Academic & Professional
Faculty Meetings: Agendas & Minutes

October 1, 2010 (Page 2)

October 22, 2010 (Page 12)

November 19, 2010 (Page 32)

December 14, 2010 (Page 68)

Faculty Meeting

October 1, 2010

3:00-5:00

LC 102

Agenda

1. Call to order
2. Approval of the minutes of May 13, 2010
3. Announcements:
 - Robin Cohen La Valle: SEFA Committee
 - Simin Mozayeni: Governance Orientation Meeting
 - President's reception immediately following the meeting
4. Report of the Interim President: State of the College
Questions and answers from the floor
5. Introduction of the new academic and professional faculty
6. Report of the Presiding Officer
Question and answers from the floor
7. Old Business: None
8. New Business
9. Adjournment

Minutes, General Faculty Meeting, 10/1/2010

1. The meeting was called to order at 3:05.
2. Minutes from the meeting of May 13, 2010 approved as submitted by voice vote.
3. Announcements
 - a. Robin Cohen La Valle: SEFA Committee
 - b. Simin Mozayeni: Governance Orientation Meeting on October 20, 1:00-3:00, in JFT1010, and a reminder of the President's reception immediately following the meeting.
 - c. Discussion of Early Textbook Adoption Regulations:

Associate VP for Communication and Chief of Staff Shelly Wright noted that faculty need to submit their textbook information to the campus bookstore. They are not obliged to place their orders through the bookstore. The Campus Bookstore will collect the data for the campus to comply with the federal law. The deadline for Spring semester textbooks is October 1, for Spring, February 1, and for Summer Sessions and for Fall Semester March 1.

For Fall, there is some leeway due to the fact that this is the first time we are providing these data.
 - d. Professor Paul Kassel announced the showing of the *Twelfth Night* (Directed by Frank Trezza) Oct 7 - 17 (see facstaff postings on listserv)!
4. Interim President Don Christian: State of the College (see <http://www.newpaltz.edu/president/stateofthecollege10.html> for details)
Questions for the Interim President: NONE
4. Introduction of New Faculty (Alan Dunefsky and Simin Mozayeni). (See appendix).
5. Report of the Presiding Officer (see Appendix B).
6. Unfinished Business: None
7. New Business: None
8. Adjournment at 4:50pm.

Respectfully submitted,
Tom Nolen
Secretary *exceptionally pro temp*
October 19, 2010

Appendix A

INTRODUCTION OF NEW ACADEMIC AND PROFESSIONAL FACULTY

FACULTY MEETING – 10/1/2010

Simin Mozayeni and Alan Dunefsky:

DIVISION OF ACADEMIC AFFAIRS

Bruce Sillner
International Programs

Samantha Martin

Chui-chun Lee
Library

Kristy Lee

SCHOOL OF EDUCATION

Sue Books
Secondary Education

Julie Gorlewski

Aaron Isabelle
Elementary Education

Lindsey Russo

DIVISION OF FINANCE & THE ADMINISTRATION

Harriet Lettis
Computer Services

William Woods

Jon Lewit
Computer Services

Rafaat Farhat

John McEnrue
Facilities and Design

Kemp Anderson
Jeffrey Lewis

SCHOOL OF FINE & PERFORMING ARTS

Myra Mimlitsch-Gray
Art Department

Matthew Friday
Amy Papaalias
Beth Thomas

Dan Kempton
Theatre Arts

Ken Goldstein

COLLEGE OF LIBERAL ARTS & SCIENCES

Eugene Heath
Communication & Media

Elizabeth Ann Munz
Lisa Phillips

Stella Turk
Communication Disorders

Dorothy Kelly

Hamid Azari-Rad
Economics

Mona Ali
Laura Ebert

Tom Olsen
English

Elizabeth Kuhn
Oksana Laleko

Mary Christensen
Foreign Languages

Bryan Cracchiolo
Paul Fenouillet
Deyanira Rojas-Sosa
Anja Wieden

Lee Bernstein
History

Serpil Atamaz-Hazar

Bruce Milem
Philosophy

John Vance

DIVISION OF THE OFFICE OF THE PRESIDENT

Eileen Bastien
Shannon Roddy
Development

Dan Rigney
Shanna Curlin

Shelly Wright
Communication & Marketing

Steven Ross
Kirsten Hali Wilson
Suzanne Grady

SCHOOL OF SCIENCE & ENGINEERING

Tom Nolen
Biology

David Richardson

DIVISION OF STUDENT AFFAIRS

Stuart Robinson
Athletics

Brian Savard
Grant Norte

Gweneth Lloyd
Psychological Counseling Center

Yolanda Martins

Appendix B

October 1, 2010 Faculty Meeting

Report of the Presiding Officer

As usual, my report consists of issues related to our campus, College Council, College Foundation, and SUNY-wide campus governance leaders. In addition, I have in this report included some items that are before governance in 2010-11.

Campus:

- Presidential search timeline:

- 10/1: Prospectus and position announcement
- 11/1: Files will become available to search committee
- 11/17: The search committee selects candidates
- 12/12 & 12/13: Search Committee will hold off-campus interviews
- 3/1: The short list will be forwarded to the Chancellor
- 3/22: The Board of Trustees meeting for considering the finalists

Governance committees/chairs and other seats:

The preliminary list is posted on governance website. A revised list will be posted next week. Faculty Secretary for 2010-12 is Professor Ed Sullivan, and Professor Paul Zuckerman the Parliamentarian.

- General Education Decennial Review:

- AAC&U Conference: a five-member team, including then the Provost Don Christian, attended a 4-day conference on General Education/Liberal Studies. As required by AAC&U, the team developed an action plan for reviewing our current GE program and making recommendations for revising it. Early September, the Senate [and the Executive Committee] unanimously approved a resolution from the Curriculum Committee for approving a GE Ad Hoc Committee to review our current GE program. Along with this resolution, both the Executive Committee and the Senate also approved the Action Plan for reviewing GE. Nine members of the Ad Hoc Committee will be elected by various academic divisions [two each from Liberal Arts &S, Science and Engineering, Fine and Performing Arts, and one each from Business, Education, and Library]. I expect the committee to be empanelled by mid-October.

Middle States Accreditation Review:

The Self Study Plan in its final stage of revision by an editing team. The first visit of the leader of the team is scheduled for November 3.

Inauguration of former President Steve Poskanzer [Friday, September 24-Saturday September 25]:

New Paltz was well represented by a team comprising Interim President Don Christian, and members of the president's cabinet, College Foundation, and faculty governance leadership. Delegates financed their own travel expenses.

College Council:

The first business meeting of the council this fall was held on 9/30. The council received a report on presidential search, the status of our budget, and a report on the recipients of the special fund the Council developed in 2009-10 that helped eight students with unexpected final difficulty mid-year.

The College Foundation:

The Foundation met on 9/16. Chairman Noah Dorsky outlined the contributions the Foundation makes to the life of New Paltz students, faculty and our larger community, notably, 186 scholarships awarded in 2009-10 [totaling \$330,000], and 157 in 2008-09, [totaling to more than \$266,000].

SUNY-Wide:

Campus Governance Leaders [CGL] have been collecting data on composition of Academic Senates on various campuses, to assess membership of professional faculty [staff in some cases] and students.

Some governance issues before us in 2010-11:

- The Academic Affairs** will be considering Repeat Grade Policy, SEIs survey questions and modes of SEIs assessment.
- Organization Committee:** will consider changing the quorum for faculty meetings; faculty terms on CAS Board; granting ex-officio status to the College Recorder for being on the Academic Senate; and evaluation of MC and Associate Deans.
- Curriculum Committee:** GE revision and working with the GE Ad Hoc Committee
- Educational Technology:** taking on broader charges than SCAP funding, specially policies that pertain to technology in classrooms, and issues related to online undergraduate courses.
- Salary Increase:** discuss with Provost a set of recommendations formulated by the committee last year, including the need for clear guidelines for determining the baseline service for department chairs.
- Recommendation of Personnel Task Force [2007]:**
Revision of Policies regarding composition of personnel subcommittees [Structures and Procedures]

Respectfully submitted,

Simin Mozayeni
Presiding Officer
October 1, 2010

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- **Recommendation of Personnel Task Force [2007]:**
Revision of Policies regarding composition of personnel subcommittees [Structures and Procedures]

Respectfully submitted,

Simin Mozayeni
Presiding Officer
October 1, 2010

State University of New York, New Paltz

Academic and Professional Faculty Meeting

Friday, October 22, 2010

3:00-5:00

LC 102

Agenda

1. Call to order
2. Approval of the minutes of October 1, 2010
3. Announcements:
Interim Associate Provost Stella Deen: Assessment Awards
4. Report of the President
Questions and action items from the floor
5. Report of the Presiding Officer
Questions and action items from the floor
6. College Faculty Committee Annual Reports for 2009-10:
 - a. Reappointment, Tenure and Promotion: Professor Katherine French
 - b. Salary Increase: Professor Larry McGlinn
7. Other Reports
Professor John Sharp, Athletic Faculty Liaison
8. Unfinished Business: None
9. New Business
10. Adjournment

**State University of New York, New Paltz Academic and Professional Faculty
Meeting Minutes**

October 22, 2010

1. Call to order

The meeting was called to order by Presiding Officer, Simin Mozayeni, at 3:05 p.m. in Lecture Center 102.

2. Approval of the minutes of October 1, 2010

The Minutes of the October 1, 2010 Academic and Professional Faculty Meeting were accepted as presented.

3. Announcements:

- Interim Associate Provost Stella Deen announced that the Campus-Wide Assessment Advisory Council (CWAAC) honored four faculty and staff with awards for outstanding service in assessment: Dr. Kristin Backhaus, Associate Professor in the School of Business; Joann Deiudicibus, Instructor and Assistant to the Composition Program; Dr. Raymond Schwarz, Associate Vice President for Student Affairs; and Dr. Pauline Uchmanowicz, Associate Professor of English.
- Myra Mimplitsch-Gray announced an Open House for Fine and Performing Arts that evening
- Maureen Morrow announced the availability of undergraduate research opportunities. She encouraged Faculty to involve their students.
- Robin Cohen Lavalley announced that STIFA payroll deduction forms will be distributed shortly
- Brian Orbach, Faculty representative to the CAS Board, provided an update as to the CAS's involvement with the College Bookstore re: textbooks. Information must be submitted to the bookstore to comply with Federal law. Faculty are not required to place their textbook order with the bookstore.

4. Report of the President

Interim President Christian supplemented his written report by informing Faculty that SUNY Central has stated that the College will receive a \$623,500 reduction in funds for the second semester of this academic year. He also reported on his recent activities with alumni in the Washington, D.C. area and his receiving their commitment for donations. The Interim President encouraged Faculty to submit nominees for the Chancellor's Award.

The Interim President was available for a Q & A session. One question was raised related to summer research grant opportunities. Interim Provost Garrick Duhaney responded that announcements will be made shortly.

Appendix A contains the October report of Interim President Christian and its addendum.

5. Report of the Presiding Officer

Simin Mozayeni noted that she had previously provided a written report to the Faculty. That report is in Appendix B. She offered two points of clarification for two points in her report. First, the Board of Trustees will consider SUNY's Chancellor's recommendation for the next President of SUNY New Paltz on the targeted date of March 22, 2011. Second, she noted that there is no plan for revising GE programs this year. The Ad Hoc Committee will be working on developing the foundation of shared values for a liberal study program that will set the stage for GE revisions next year.

No questions or comments came from Faculty re: the report of the Presiding Officer. Appendix C includes the full report with revisions noted here.

6. College Faculty Committee Annual Reports for 2009 – 2010:

a. Reappointment, Tenure and Promotion

Professor Katherine French, Chair of the RTP Committee, reviewed her written report (Appendix D) with the Faculty. She noted that the agreement rates of the Committee's recommendation with the final decisions of the administration were well over 90 %. Professor French thanked her committee and the work done by Michelle Atkins of the Provost's office in assisting the committee. No questions were asked.

b. Salary Increase Committee

The Presiding Officer noted that SI for 2009-10 will be reported within the next 2-3 weeks. In absence of that data, the annual report for the committee includes only the statistics for committees' awards. Also, the SI committees' recommendations are in the report.

There was a question about SI for compensated work. The Presiding officer noted the committee's recommendation for clarity on Chairs request for merit raise. Prof. Larry McGlenn will speak to that recommendation at the next faculty meeting.

That full report is in Appendix E.

7. Other Reports

Professor John Sharp reported on his activities as Athletic Faculty Liaison. He reports directly to the President of the College. Professor Sharp outlined the three main charges of his position. They are: academic integrity of athletes, institutional control and support of the athletic program, and advisement of students for academic success. Professor Sharp responded to questions related to absences of athletes and the Faculty's option to administer examinations prior to the time they are administered to other students.

8. Unfinished Business

No unfinished business came before the Faculty.

9. New Business

No new business was introduced.

10. Adjournment

Simin Mozayeni adjourned the Faculty meeting at 3:40 p.m.

Respectfully submitted,

Edward J. Sullivan
Secretary

Appendixes:

- Appendix A: Approved Minutes for October 1, 2010
- Appendix B: Interim President's Report and Addendum
- Appendix C: Report of the Presiding Officer for October 22
- Appendix D: Report of the Reappointment, Tenure and Promotion Committee
- Appendix E: Report of the Salary Increase Committee

Appendix A

Minutes, General Faculty Meeting, 10/1/2010

1. The meeting was called to order at 3:05.
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Questions for the Interim President: NONE
4. Introduction of New Faculty (Alan Dunefsky and Simin Mozayeni). (See appendix).
5. Report of the Presiding Officer (see Appendix B).
6. Unfinished Business: None
7. New Business: None
8. Adjournment at 4:50pm.

Respectfully submitted,
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Secretary exceptionally pro temp
October 19, 2010

Appendix A to Minutes of October 1, 2010

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Appendix B to October 1, 2010 Faculty Meeting

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Respectfully submitted,
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Presiding Officer
October 1, 2010

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**Interim President's Report
Academic and Professional Faculty Meeting
October 22, 2010**

I begin this month's report by congratulating our Women's Tennis Team for winning the 2010 SUNYAC Championship, and Coach Rob Bruley for his selection as Coach of the Year – the 4th time for each! We are proud of the accomplishments of our student-athletes and the talented and dedicated coaching staff who work with them.

Alumni Reunion Weekend was this past weekend (October 15-17), and can be described only as stellar. Our alumni/ae – nearly 350 – seemed happy to reconnect with friends and the campus, were quite taken by the appearance of the campus – including the new Student Union Building Atrium - and expressed their gratitude for their experiences here as students. To a person, those I spoke with were impressed with our students – how bright, respectful, helpful, and academically engaged they are, and how current students also have such a positive view of their experience here. Thanks to all the faculty and staff for making this event so successful.

Admissions: Campus Open Houses for prospective students and their parents are this Saturday (October 23) and Saturday, November 6 (10AM-2PM both days). About 2,500 prospective students and their parents are expected this weekend, and already 1,400 have scheduled for the second event. We know from experience that one-on-one conversations with faculty are extremely influential in convincing future students to choose New Paltz. This is a great opportunity to showcase the close interaction between students and faculty that is at the core of the educational experience we provide. Admissions staff do a great job of building student interest in our campus and programs, and rely on you to continue this relationship building. This year, we will put our best face forward by concentrating the Open House events in the Student Union, where we will showcase the new Atrium, and in the Athletic and Wellness Center (no events in the Lecture Center). I thank you in advance for your participation in these events and look forward to seeing you there.

Library Renovation: Here is an update on the status of planning for the renovation of the Sojourner Truth Library. This project is being supported by funds from the State University Construction Fund (SUCF) secured as an additional state appropriation by our legislators, Kevin Cahill ('77) and John Bonacic. Planning for this project is being led by Baltimore-based architectural firm Ayers Saint Gross (ASG) and lead architect Sandra Vicchio, both with extensive, successful experience in the design of academic buildings, especially libraries. The design team also includes library director Chui-chun Lee and several staff, an academic faculty member who has coordinated ongoing input from faculty on the Library Committee, campus architects, SUCF representatives, and me (initially as Provost). Last winter, Chui-chun Lee and I took part in a national workshop on design of academic libraries, co-led by Ms. Vicchio. What we learned has informed our process in important ways.

Campus planning for this project began last year, and has passed through several of the formal steps for SUCF projects, with some interruption last spring during the state budget hiatus. The still-evolving design builds on extensive input from the campus community

(see below) and several iterations of review and comment by library staff and the design team. The formal design will be submitted in December to the Construction Fund and will be available for campus review.

Continued input on details and refinements will be essential as the process continues, although major changes in design and programming focus are not feasible. Several additional planning and “costing” steps will follow before construction can begin. Following re-roofing to take place May through autumn 2011, the renovation-construction in the library itself will begin in winter 2011-12 and is estimated to be completed in December 2013. This work will be undertaken in carefully planned phases – meaning that the library will be functional throughout the process. Services will be relocated within the library during this process, and every effort is being made to minimize disruptions to our academic mission.

Last spring, we gathered input from the College community through a student survey, a faculty/staff survey, student working groups, and several open forums with faculty and staff. Key themes that emerged from these studies and that were instrumental in our initial planning included: improved lighting, especially natural lighting; more and better technology; better spaces for group studies, especially flexible spaces to accommodate different group sizes; more rational organization of library services into a central and centralized complex (circulation, reference, IT); improved aesthetics; more thoughtful use of the “bridge” corridor; expanded and improved café and casual seating outside the library proper.

The design team has worked painstakingly with the architect and the Construction Fund to honor the feedback and ideas received from students, faculty, and staff, and to implement as many as possible of the above elements into the design. As with other projects, not every idea brought forward can be incorporated into the design. Also, it is likely that our available budget will not match our aspirations, and we will need to prioritize further than we have already. The design team will consult with the College community representatives to inform decisions about such prioritization.

Major features driving the current design include: opening up as much of the western wall and eastern entrance as possible to natural light, within the significant cost constraints we face; creating a large “information commons” on the western edge of the main floor, with lots of computer and printer stations; providing more group study/flex spaces for students; centralizing Library and IT services in a highly visible central location; rationalizing library offices; improving faculty and staff work spaces, including a faculty/staff reading room, and retaining individual study rooms; and creating flexibility for future expansion of archives/special collections. The design gives most attention and funding to improving the main floor. Some costly additions (such as adding a sprinkler system throughout the building) are mandated by code compliance.

I am grateful to the many faculty, staff, and students who shared their ideas on features and values that they would most like to see in a renovated library, and to the design team members who have worked so hard and thoughtfully to bring our planning to this stage. We have been pleased and impressed with Sandra Vicchio and her team’s responsiveness to our ideas and concerns during our planning. We are excited about the plan that is

developing, and the ways that it will enhance teaching, learning, and scholarship at New Paltz. We are developing approaches to apprise you of progress on the project and for you to provide comments.

Budget: I want to take this opportunity to continue our ongoing conversation about our budget situation by responding to issues that have come to my attention recently. I will again emphasize that we must identify ways **this year** to develop a plan to adjust our economy to be implemented on July 1, 2011. This plan will position us to sustain high-quality educational programs in the face of resource constraints that are virtually certain to persist for years. The adjustments required are not trivial, and there is some urgency in finding solutions. As we began this year our shortfall was \$2.6 million, a mid-year cut looms and hence this shortfall is likely to grow. As I shared in my State of the College address, we will not solve this problem by nibbling around its edges; there is an imperative for us to scrutinize how we do our work, to be willing to explore and implement new models, and to focus more specifically on our highest priorities

I understand there is some thinking that the early retirement incentive program will provide the sole means to solve our budget problem. While early retirements will certainly help reduce our budget, none of us familiar with our budget challenge and with this program believes that it will represent more than a fraction of our necessary budget reduction. Some positions vacated (or expected to be vacated) by early retirement will need to be filled to sustain our instructional mission, meaning that the only savings from early retirement will be a result of the lower salary of the replacement employee. Additionally, some employees who expressed initial interest in the program have chosen not to retire at this time.

You have heard or will be hearing from your deans and directors asking you and your departments and units to generate proposals to help address this budget issue. I have heard that some faculty and staff regard this charge as “a political exercise prior to program cuts,” and that we won’t take seriously the sound ideas that we know departments and units will identify. That is not the case. Meaningful budget-reduction proposals from faculty, staff, departments, and units will be an important part of our overall plan, and will reduce the extent to which we need to employ further actions that could include program elimination. You know best the workings of your departments and units, and it is important that the energy, experience, and creativity of faculty and staff be brought to bear. We have and will continue to provide deans and directors with examples of the kinds of analyses and changes that you might consider.

Your budget-reduction proposals (see process documents on the budget Web site) will be analyzed and considered by Cabinet/Wonk+ and the results, including a financial analysis, will be shared at a forum in December. It is our hope that resolution of uncertainties (i.e. mid-year cuts; savings achieved by the early retirement incentive) that may impact our existing shortfall may be resolved at this time providing greater clarity of the remaining shortfall that will need to be addressed in the spring semester.

Presidential Search: In early November, the Presidential Search Committee will begin reviewing applications for the New Paltz Presidency. The Committee plans to meet in mid-November to discuss these and to narrow the field to 8-10 candidates for confidential, off-campus interviews scheduled for December. We expect to bring 3-5 finalists to campus once students and faculty return for the spring semester. You'll recall that the timeline for the search indicates that the Search Committee will make its recommendations to the College Council in late February so that the College Council can forward a list of three finalists to the SUNY Chancellor by March 1.

Middle States Re-Accreditation: Dr. Charles Ruud, President at Shippensburg University in Pennsylvania, is Chair of our re-accreditation site team. Dr. Ruud will be visiting campus on November 2-3 to meet with a number of groups and individuals and assess our "readiness" for the site visit in the spring. A draft of the self-study document will be available for your review in the next few weeks.

I hope that your semester is going well and that you are having an opportunity to enjoy a spectacular Hudson Valley autumn. I look forward to seeing you at this week's faculty meeting and responding to your questions and comments.

Donald Christian

ADDENDUM:

Before I respond to any questions or comments you may have about my written report, I want to update you on some new developments in the past couple of days. The first is a good-news, bad-news item. You have heard Vice President DiStefano and me voice our concern about the prospect of a mid-year cut on top of our known \$2.6M reduction. We now know that there will be such a cut, and what it will be. At the end of this year's legislative session, the Governor was given the authority to implement an additional \$250 million budget reduction by cutting state agency spending. SUNY Central has learned – and we learned yesterday - that the Governor's office and the Division of the Budget have determined that they must allocate a portion of this cut to SUNY and CUNY. For SUNY, this amounts to a \$23,250,000 funding reduction in the current-year spending plan.

The SUNY New Paltz share of that cut is \$623,500. This is a big hit, but we had some concern that it could be even higher. This now puts our known required budget reduction at just over \$3.2 million. One small promising note is that as part of this communication the Division of Budget has indicated that no more cuts are planned during the current year. But given the uncertainties that the upcoming election presents it's not clear how much faith we should put in that statement.

On a brighter note, I want to share some external activity that I've been engaged in this week, focused on the task you have heard me speak about of building and sustaining relationships that support our programs and revenue. Along with Sally Cross, Director of Development and Alumni Relations and CEO of the Foundation, I spent a day this week in Virginia and DC. We had lunch with an alumnus, who is also a former board member and strong supporter of the College. We talked with him about our case statement for a fund-raising campaign that you've heard me talk about, and secured his commitment to continue a significant record of giving this year.

Later that day, we had dinner with an alumnus who was enthusiastic in his reception of our invitation to join the Foundation Board, a responsibility that carries with it a substantial expectation for giving to the Foundation and for helping us secure other support. You should know that in conversations such as these I build not on the reality of a budget deficit but on the great work that you and our students are doing, and our goal to secure the resources to do those things even better.

We also met with Congressman Hinchey's staff to talk about progressing through the next steps of securing the \$5 million earmark for research and outreach on solar energy development in New York and the region that you have heard and read about recently. They and we are excited about moving this project along, even though little further will happen on it until after the election.

Lastly, I want to encourage you to nominate your colleagues for Chancellor's Awards honoring our colleagues for outstanding teaching, research and creative activity, librarianship and service. They deserve such recognition. To date, we have received only 1 nomination and New Paltz is allowed to submit seven, for five different awards. Information is available on the Academic Affairs website. Now, I will be happy to respond to any questions and comments you might have about my monthly report.

Appendix C to Minutes of Faculty Meeting October 22, 2010

Report of the Presiding Officer for October 22

As usual, my report consists of issues related to our campus, including the Academic Senate, the Executive Committee, the College Council and College Foundation, and SUNY-wide Campus Governance Leaders [CGLs] activities.

Campus:

Presidential search schedule is as I reported on 10/1/10, and noted below:

10/1: Prospectus and position announcement became available.

11/1: Files will become available to search committee.
11/17: candidates will be selected for interviews.
12/12 & 12/13: Off-Campus interviews.
3/1: A short list will be forwarded to the Chancellor.
3/22: The Board of Trustees will consider chancellor's recommendation for the next President

Governance committees/chairs and other seats:

All committee chairs, except for RTP, are elected. The Academic Senate also has elected its secretary. Prof. Donna Flayhan will serve in that capacity for the Academic Year 2010-11. Currently most student seats on faculty committees are vacant. I was invited to the SA Senate meeting held on October 5 to ask them to recruit interested students. Under Faculty Bylaws, students have a total of 30 seats on various committees. Jennifer Sanchez, President of SA, and Caitlin Ryan, the SA Vice President for Academic Affairs, are working with me to fill these seats.

General Education Decennial Review, the GE Review Ad Hoc Committee:

As I reported to you on October 1, the Executive Committee and the Academic Senate approved early September creation of an ad hoc committee to review our current GE program and lay strong foundation of shared educational goals and values that will set the stage for GE revision NEXT year. Since then, all six academic divisions have submitted the name of their elected members, as well as the GE Board and the Curriculum Committee that also have representatives on this committee. These members of the GE Ad Hoc Committee are as follows:

GE Ad Hoc Committee Member by Election [9 seats]:

Faculty of Library [1 seat]: Stephan Macaluso
School of Business [1 seat]: Rief Kanan
School of S & E [2 seats]: David Hobby & Andy Pletch
School of F&PA [2 seats]:
Kerry Carso, Art History & Thomas Albrecht, Art
School of Education [1 seat]: Michael Smith
College of LA&S [2 seats]: Susan Lewis, one vacant

Elected Committee Representatives [2 seats]:

GE Board [1 seat]: Lynn Spangler
Curriculum Committee [1 seat]: Bernadette Morris

SUNY Senator [1 seat]: Rose Rudnitski

Students [2 seats]: in process

Interim Provost Laurel Garrick Duhaney will appoint the remaining seats allocated for faculty, students and alumni.

The Academic Senate and Executive Committee:

The Senate met on October 15. The only action item for the meeting was election of the Senate secretary for 2010-11. As noted above, Prof. Donna Flayhan, from Communication and Media, was elected to that position.

The Senate observed a moment of silence for passing of Dr. Charles Poskanzer, the father of former President Steve Poskanzer. Interim President Don Christian and other members of the cabinet had left that morning to attend the memorial service at SUNY Cortland to represent New Paltz.

The Senate received a report that the Executive Committee had discussed that afternoon the budgetary matters and sustainability issues pertaining to the current mode for SEI surveys. The cost of the current system [scantrons] is about \$30,000 in personnel cost and supplies. The Senate was briefed that the Executive Committee has agreed that research was necessary in order to facilitate faculty consideration of moving SEIs online. The urgency of the budget consideration will be considered in this process. The Academic Affairs should take the lead on forming a group for that purpose. A lively discussion on pros and cons of online SEI mode ensued. Student comments were quite valuable. The Presiding Officer will discuss these issues with the Interim President Don Christian and Interim Provost Laurel Garrick Duhaney, and with Professor St. John, Chair of the Academic Affairs Committee.

Middle States Accreditation Review:

The first visit of the leader of the accreditation team, Dr. Ruud, is on schedule to evaluate our preparedness for the upcoming decennial Middle States accreditation. He will visit New Paltz on November 3-4. During the visit he will meet with the Interim President Don Christian, Interim Provost Laurel Garrick Duhaney, the President's Cabinet, the deans, and the Steering Committee, among other campus groups.

Orientation for New Faculty on Shared Governance:

The session was held yesterday, 10/20, 1:00-3:00. More than 25 faculty were in attendance, despite a few cancelations due to last minute emergencies.

College Council:

The second business meeting of the council this fall was held on **Monday, October 18**. The Interim President Don Christian made a report on the State of the College that was very well received. The Council also received a report on student recruitment process, and opportunities and challenges the college faces competing with other institutions. VP Jackie DiStefano updated the Council on the status of our budget to date, showing a considerable saving in utilities resulting from a comprehensive cost-reduction plan. The current year savings to date exceeds \$1 million.

The Council Chair Kenneth Abt, renewed his plea for increased level of contributions to the Special Fund the Council created last year to help students with unexpected financial difficulties mid-year.

The annual scholarship gala will be on 11/21. The college will honor Prof. Emeritus Barbara Hardgrave.

The College Foundation: No new report.

SUNY-Wide:

Campus Governance Leaders [CGL] are meeting today-through Sunday, October 24. Senator Rose Rudnitski has been appointed to the Chancellor's Committee on Shared Governance. She and Senator Mary Kahl are attending the fall meeting of the Senate and will report to you in November.

Respectfully submitted,

Simin Mozayeni
Presiding Officer
October 22, 2010

Appendix D to Minutes of October 22, Faculty Meeting

Report of the Reappointment, Tenure, and Promotion [RTP] Committee for AY 2009-10
Katherine French-Chair
13 October 2010

I want to start by thanking my committee; they were hard working, thoughtful, and conscientious. It was a pleasure and an honor to work with them. I also want to thank Michele Atkins of the Provost's Office. Without her organization and attention to detail,

my job as chair would have been very difficult, and this committee's job would have been much more time consuming. Thank you.

The by-laws state that the RTP committee is to make recommendations to the administration "based on a review of the dossier submitted by the candidate according to the (5) criteria established by the Board of Trustees." Generally speaking this means that the RTP Committee looks for evidence of excellence and continuing growth in these areas as demonstrated in the dossiers. My task in this report is "to provide the College Faculty with a summary of recommendations and their congruence with administrative decisions." Please keep in mind, that I must also protect the confidentiality of individual recommendations and decisions.

Over the course of the academic year of 2009-2010 the RTP Committee read and made decisions on fifty-eight dossiers; two were in the fall semester and the remaining fifty-six were in the spring. This committee also does not review Lecturers.

We made four continuing appointment (tenure) recommendations, and the administration took our recommendations in all four the cases (100% agreement rate). We made fifty-four reappointment decisions, and the administration took our recommendations in fifty-three cases (98% agreement rate). Differences between the RTP Committee and the administration could be in the term of reappointment (1, 2, or 3 years) or whether or not to reappoint. We also made five promotion decisions (to Associate or Full Professor) and the administration took our recommendation in all five instances (100% agreement rate).

These numbers suggest that the faculty we are hiring are of good quality, and that the faculty and administration did not have major differences over how to evaluate faculty performance. I remain concerned about the affect of the schedule on finding time for the committee to meet. The work of the RPT Committee is large, and it needs to be done in within a five to six week period of time. There is now no time slot free of teaching. Traditionally the RPT Committee has met on Friday afternoons, but classes meet then too. This continues to make scheduling meetings so that all members can attend difficult.

Appendix E to Minutes of October 22, Faculty Meeting

Central Committee on Salary Increase – Annual Report 2009

The Central Committee on Salary Increase convened five long meetings during spring semester 2010 to consider 206 applications for discretionary salary increase. Five were eliminated because they were outside the charge of the committee (part-time, leaving the university, etc.) The committee ultimately considered 201 files. The results:

Total	Not Applic	Evaluated	Major	Merit	No Award
206	5	201	147 (73%)	50 (25%)	4 (2%)

Shortly after starting to review applications, letters from individual faculty contesting decisions made earlier in the process by deans, department committees or chairs came to the central committee. We then realized that some faculty were aware of the status of their application at each step, while many others were unaware, a patently unfair situation. The committee sent a resolution to Provost Christian stating that according to the DSI memo sent by the provost in the fall, decisions at each level from department committee through central committee should be reported in a timely manner to the applicant.

As our deliberations continued, the committee developed a list of suggested improvements to the process. These improvements include adding reminders to the checklist for applicants to clearly identify paid versus unpaid work, to include SEIs for all classes taught in relevant semesters, and to be explicit about actual publication dates of work to avoid counting the same work for more than one year. Another suggestion is a summary of the major points of the provost's fall memo reminding faculty of the opportunity to apply for a salary increase, to appear at the beginning of the memo. I have discussed these concerns and suggestions with the Presiding Officer, and the committee has forwarded them to the interim provost and interim president, and the dialogue about making minor changes is ongoing.

The committee neither discussed nor considered financial constraints on salary increases. We also did not consider the increase in the size of awards from previous years.

In conclusion, the committee was impressed by the quantity and quality of work our colleagues are doing. Keep up the good work!

Respectfully Submitted,
Larry McGlinn, Chair

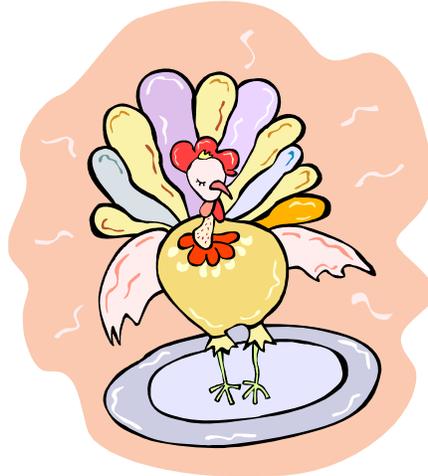
State University of New York, New Paltz

Academic and Professional Faculty Meeting

Friday, November 19, 2010

3:00-5:00

LC 102



Agenda

1. **Call to order**
2. **Approval of the minutes of October 22, 2010**
3. **Announcements**
4. **Report of the President: Interim President Don Christian**
Questions and action items from the floor
5. **Report of the SUNY Senator: Rose Rudnitski**
Questions and action items from the floor
6. **Report of the Presiding Officer: Simin Mozayeni**
Questions and action items from the floor
7. **College Faculty Committee Reports:**
 - a. **Organization Committee: Alexis Chestnut [for Marcia Tucci]**

The following two motions for revision of the Faculty Bylaws, approved by Academic Senate [11/12/10], are submitted for Faculty reading on 11/ 19/10:

A. The Organization Committee (OC) recommends the following Bylaw change to Section 1, Part. F. Subsection 1:

A quorum for College Faculty meetings shall be **ten** percent of the voting members of the Faculty. The Presiding Officer shall assume the presence of a quorum unless a quorum count is called from the floor.

Bylaws, page 7:

F. Quorum

1. A quorum for College Faculty meetings shall be twenty percent of the voting members of the Faculty. The Presiding Officer shall assume the presence of a quorum unless a quorum count is called from the floor.

B. The OC recommends the following Faculty Bylaw Change to Section III, Committees of the College Faculty: Item #5:

Following the Faculty election, the Presiding Officer shall convene the newly elected committee for purposes of organization. The committee **shall elect** its own Chair and Secretary **annually**.

Bylaws, page 9:

5. Following the Faculty election, the Presiding Officer shall convene the newly elected committee for purposes of organization. The committee should choose its own Chair and Secretary who shall serve in these positions for the remainder of the term for which they were elected to the Committee, unless replaced by a vote of the Committee.

***changes in bold**

8. Other Reports

- a. Decennial Accreditation Steering Committee Update Report:
Linda Greenow**
- b. Graduate Council, Deregistration of Programs: Stella Deen**

9. Unfinished Business: None

10. New Business

11. Adjournment

**State University of New York, New Paltz Academic and Professional Faculty
Meeting Minutes**

November 19, 2010

1. Call to order

The meeting was called to order by Presiding Officer, Simin Mozayeni, at 3:05 p.m. in Lecture Center 102.

2. Approval of the minutes of October 22, 2010

The Minutes of the October 22, 2010 Academic and Professional Faculty Meeting were accepted as revised. These Minutes are located in the Appendix A of this document.

3. Announcements:

- A colloquium sponsored by Women Studies will be held on November 30

4. Report of the President

Interim President Christian supplemented his written report by presenting a report on budget reserves for the college's core instructional program. He provided a rationale for having reserves, cited several principles for their use, and gave examples as to how reserves have been used in recent years.

The Interim President responded to questions about reserves. He was assisted by Vice-President for Finance, Ms. Jackie DiStefano. The Q & A dealt with the Chancellor's reserves, cost of phasing out of programs, and the process for making budget decisions on campus. Interim President Christian invited all members of the college community to an Open Forum on December 8. This Forum will up-date information for dealing with the current budget shortfall of approximately \$3.2 million.

Attached [Appendix B] is a copy of the Interim President's report and an addendum for this Faculty meeting.

5. Report of the SUNY Senator

Rose Rudnitski, one of the two SUNY Senators representing New Paltz, presented a PowerPoint of resolutions adopted at the 156 Plenary of the University Faculty Senate. These resolutions related to deactivation of identified programs at the University at Albany, mobility of credit within SUNY, use of SIRIS for data collection, and the importance of consultation within governance.

6. Report of the Presiding Officer

Simin Mozayeni noted that she had previously provided a written report to the Faculty. That report is attached [Appendix C]. She provided further clarification on the following items contained in her report: action plan and committee membership for the GE (Liberal Learning Ad Hoc Committee), work of Academic Affairs Committee in developing a revised SEI, and an announcement that the Salary Increase Committee will report at the December Faculty meeting.

No questions were asked of the Presiding Officer.

7. College Faculty Committee Annual Reports:

a. Organization Committee

Alexis Chestnut reported for the Organization Committee. She presented two motions as a first reading and for discussion purposes. Both motions were previously approved by Academic Senate on November 12, 2010. A vote on each motion will occur at a future Faculty meeting. Her report is attached [Appendix D].

The first motion would amend Bylaw Section I, Part F., Subsection 1 so as to change the quorum for College Faculty meetings from twenty percent of the voting members to ten percent of the voting members. Discussion ensued as to the intent of the motion and its relationship to a culture of good Faculty citizenship.

The second motion would amend Bylaw Section III, Committees of the College Faculty: Item #5. The change would require each committee to select its Chair and Secretary annually. Presently, the requirement is for each committee to select its Chair and Secretary for the remainder of the term for which they are elected.

8. Other Reports

a. Decennial Accreditation Steering Committee

Linda Greenow, presented an update on the work of the Decennial Accreditation Steering Committee. This committee is responsible for preparing the college for Middle States accreditation. She reported that nearly 200 Faculty have been instrumental in preparing the self-study. Specifically, she noted that graduation rates, retention of freshman, and results of the Student Opinion Survey are all favorable components of this report.

b. Graduate Council: Deregistration of Programs

Interim Graduate School Dean, Stella Deen, reported that Graduate Council has approved the deactivation of the following programs:

- MA Art Studio program
- MFA Intermedia Design program

Her report is attached[Appendix E].

9. Unfinished Business

No unfinished business came before the Faculty.

10. New Business

No new business was introduced.

11. Adjournment

Simin Mozayeni adjourned the Faculty meeting at 4:30 p.m.

Respectfully submitted,

Edward J. Sullivan
Secretary

Appendices:

- Approved Minutes for October 22, 2010
- Interim President's Report & Addendum to the Interim President's Report
- Presiding Officer's Report
- Organization Committee's Report
- Graduate Council Report

**State University of New York, New Paltz Academic and Professional Faculty
Meeting Minutes
October 22, 2010**

1. Call to order

The meeting was called to order by Presiding Officer, Simin Mozayeni, at 3:05 p.m. in Lecture Center 102.

2. Approval of the minutes of October 1, 2010

The Minutes of the October 1, 2010 Academic and Professional Faculty Meeting were accepted as presented.

3. Announcements:

- Interim Associate Provost Stella Deen announced that the Campus-Wide Assessment Advisory Council (CWAAC) honored four faculty and staff with awards for outstanding service in assessment: Dr. Kristin Backhaus, Associate Professor in the School of Business; Joann Deiudicibus, Instructor and Assistant to the Composition Program; Dr. Raymond Schwarz, Associate Vice President for Student Affairs; and Dr. Pauline Uchmanowicz, Associate Professor of English.
- Myra Mimplitsch-Gray announced an Open House for Fine and Performing Arts that evening
- Maureen Morrow announced the availability of undergraduate research opportunities. She encouraged Faculty to involve their students.
- Robin Cohen Lavalley announced that SEFA payroll deduction forms will be distributed shortly
- Brian Orbach, Faculty representative to the CAS Board, provided an update as to the CAS's involvement with the College Bookstore re: textbooks. Information must be submitted to the bookstore to comply with Federal law. Faculty are not required to place their textbook order with the bookstore.

4. Report of the President

Interim President Christian supplemented his written report by informing Faculty that SUNY Central has stated that the College will receive a \$623,500 reduction in funds for the second semester of this academic year. He also reported on his recent activities with alumni in the Washington, D.C. area and his receiving their commitment for donations or to join the Foundation Board. The Interim President encouraged Faculty to submit nominees for the Chancellor's Award.

The Interim President was available for a Q & A session. One question was raised related to summer research grant opportunities. Interim Provost Garrick Duhany responded that announcements will be made shortly.

Appendix A contains the October report of Interim President Christian and its addendum.

5. Report of the Presiding Officer

Simin Mozayeni noted that she had previously provided a written report to the Faculty. That report is in Appendix B. She offered two points of clarification for two points in her report. First, the Board of Trustees will consider SUNY's Chancellor's recommendation for the next President of SUNY New Paltz on the targeted date of March 22, 2011. Second, she noted that there is no plan for revising GE programs this year. The Ad Hoc Committee will be working on developing the foundation of shared values for a liberal study program that will set the stage for GE revisions next year.

No questions or comments came from Faculty re: the report of the Presiding Officer. Appendix C includes the full report with revisions noted here.

6. College Faculty Committee Annual Reports for 2009 – 2010:

a. Reappointment, Tenure and Promotion

Professor Katherine French, Chair of the RTP Committee, reviewed her written report (Appendix D) with the Faculty. She noted that the agreement rates of the Committee's recommendation with the final decisions of the administration were well over 90 %. Professor French thanked her committee and the work done by Michelle Atkins of the Provost's office in assisting the committee. No questions were asked.

b. Salary Increase Committee

The Presiding Officer noted that SI for 2009-10 will be reported within the next 2-3 weeks. In absence of that data, the annual report for the committee includes only the statistics for committees' awards. Also, the SI committees' recommendations are in the report.

There was a question about SI for compensated work. The Presiding officer noted the committee's recommendation for clarity on Chairs request for merit raise. Prof. Larry McGlinn will speak to that recommendation at the next faculty meeting.

That full report is in Appendix E.

7. Other Reports

Professor John Sharp reported on his activities as Athletic Faculty Liaison. He reports directly to the President of the College. Professor Sharp outlined

the three main charges of his position. They are: academic integrity of athletes, institutional control and support of the athletic program, and advisement of students for academic success. Professor Sharp responded to questions related to absences of athletes and the Faculty's option to administer examinations prior to the time they are administered to other students.

8. Unfinished Business

No unfinished business came before the Faculty.

9. New Business

No new business was introduced.

10. Adjournment

Simin Mozayeni adjourned the Faculty meeting at 3:40 p.m.

Respectfully submitted,

Edward J. Sullivan
Secretary

Appendices:

- Appendix A: Approved Minutes for October 1, 2010
- Appendix B: Interim President's Report and Addendum
- Appendix C: Report of the Presiding Officer for October 22
- Appendix D: Report of the Reappointment, Tenure and Promotion Committee
- Appendix E: Report of the Salary Increase Committee

Appendix A

Minutes, General Faculty Meeting, 10/1/2010

1. The meeting was called to order at 3:05.
2. Minutes from the meeting of May 13, 2010 approved as submitted by voice vote.
3. Announcements
 - a. Robin Cohen La Valle: SEFA Committee
 - b. Simin Mozayeni: Governance Orientation Meeting on October 20, 1:00-3:00, in JFT1010, and a reminder of the President's reception immediately following the meeting.
 - c. Discussion of Early Textbook Adoption Regulations:
 Associate VP for Communication and Chief of Staff Shelly Wright noted that faculty need to submit their textbook information to the campus bookstore. They are not obliged to place their orders through the bookstore. The Campus Bookstore will collect the data for the campus to comply with the federal law. The deadline for Spring semester textbooks is October 1, for Spring, February 1, and for Summer Sessions and for Fall Semester March 1.

 For Fall, there is some leeway due to the fact that this is the first time we are providing these data.
 - d. Professor Paul Kassel announced the showing of the *Twelfth Night* (Directed by Frank Trezza) Oct 7 - 17 (see facstaff postings on listserv)!
4. Interim President Don Christian: State of the College (see <http://www.newpaltz.edu/president/stateofthecollege10.html> for details)
 Questions for the Interim President: NONE
4. Introduction of New Faculty (Alan Dunefsky and Simin Mozayeni). (See appendix).
5. Report of the Presiding Officer (see Appendix B).
6. Unfinished Business: None
7. New Business: None
8. Adjournment at 4:50pm.

Respectfully submitted,
 Tom Nolen
 Secretary exceptionally pro temp
 October 19, 2010

Appendix A to Minutes of October 1, 2010

INTRODUCTION OF NEW ACADEMIC AND PROFESSIONAL FACULTY

FACULTY MEETING – 10/1/2010

Simin Mozayeni and Alan Dunefsky:

DIVISION OF ACADEMIC AFFAIRS

Bruce Sillner
International Programs

Samantha Martin

Chui-chun Lee
Library

Kristy Lee

SCHOOL OF EDUCATION

Sue Books
Secondary Education

Julie Gorlewski

Aaron Isabelle
Elementary Education

Lindsey Russo

DIVISION OF FINANCE & THE ADMINISTRATION

Harriet Lettis
Computer Services

William Woods

Jon Lewit
Computer Services

Rafaat Farhat

John McEnrue
Facilities and Design

Kemp Anderson
Jeffrey Lewis

SCHOOL OF FINE & PERFORMING ARTS

Myra Mimplitsch-Gray
Art Department

Matthew Friday
Amy Papaelias
Beth Thomas

Dan Kempton
Theatre Arts

Ken Goldstein

COLLEGE OF LIBERAL ARTS & SCIENCES

Eugene Heath
Communication & Media

Elizabeth Ann Munz
Lisa Phillips

Stella Turk
Communication Disorders

Dorothy Kelly

Hamid Azari-Rad
Economics

Mona Ali
Laura Ebert

Tom Olsen
English

Elizabeth Kuhn
Oksana Laleko

Mary Christensen
Foreign Languages

Bryan Cracchiolo
Paul Fenouillet
Deyanira Rojas-Sosa

	Anja Wieden
Lee Bernstein History	Serpil Atamaz-Hazar
Bruce Milem Philosophy	John Vance

DIVISION OF THE OFFICE OF THE PRESIDENT

Eileen Bastien	Dan Rigney
Shannon Roddy Development	Shanna Curlin

Shelly Wright Communication & Marketing	Steven Ross Kirsten Hali Wilson Suzanne Grady
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SCHOOL OF SCIENCE & ENGINEERING

Tom Nolen Biology	David Richardson
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DIVISION OF STUDENT AFFAIRS

Stuart Robinson Athletics	Brian Savard Grant Norte
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Gweneth Lloyd Psychological Counseling Center	Yolanda Martins
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Appendix B to October 1, 2010 Faculty Meeting

Report of the Presiding Officer

As usual, my report consists of issues related to our campus, College Council, College Foundation, and SUNY-wide campus governance leaders. In addition, I have in this report included some items that are before governance in 2010-11.

Campus:**- Presidential search timeline:**

- 10/1: Prospectus and position announcement
- 11/1: Files will become available to search committee
- 11/17: The search committee selects candidates
- 12/12 & 12/13: Search Committee will hold off-campus interviews
- 3/1: The short list will be forwarded to the Chancellor
- 3/22: The Board of Trustees meeting for considering the Chancellor's recommendation for the next President

Governance committees/chairs and other seats:

The preliminary list is posted on governance website. A revised list will be posted next week. Faculty Secretary for 2010-12 is Professor Ed Sullivan, and Professor Paul Zuckerman the Parliamentarian.

- General Education Decennial Review:

- AAC&U Conference: a five-member team, including then the Provost Don Christian, attended a 4-day conference on General Education/Liberal Studies. As required by AAC&U, the team developed an action plan for reviewing our current GE program and making recommendations for revising it. Early September, the Senate [and the Executive Committee] unanimously approved a resolution from the Curriculum Committee for approving a GE Review Ad Hoc Committee to review our current GE program. Along with this resolution, both the Executive Committee and the Senate also approved the Action Plan for reviewing GE. Nine members of the Ad Hoc Committee will be elected by various academic divisions [two each from Liberal Arts &S, Science and Engineering, Fine and Performing Arts, and one each from Business, Education, and Library]. I expect the committee to be empanelled by mid-October.

Middle States Accreditation Review:

The Self Study Plan in its final stage of revision by an editing team. The first visit of the leader of the team is scheduled for November 3.

Inauguration of former President Steve Poskanzer [Friday, September 24-Saturday September 25]:

New Paltz was well represented by a team comprising Interim President Don Christian, and members of the president's cabinet, College Foundation, and faculty governance leadership. Delegates financed their own travel expenses.

College Council:

The first business meeting of the council this fall was held on 9/30. The council received a report on presidential search, the status of our budget, and a report on the recipients of the special fund the Council developed in 2009-10 that helped eight students with unexpected financial difficulty mid-year.

The College Foundation:

The Foundation met on 9/16. Chairman Noah Dorsky outlined the contributions the Foundation makes to the life of New Paltz students, faculty and our larger community, notably, 186 scholarships awarded in 2009-10 [totaling \$330,000], and 157 in 2008-09, [totaling to more than \$266,000].

SUNY-Wide:

Campus Governance Leaders [CGL] have been collecting data on composition of Academic Senates on various campuses, to assess membership of professional faculty [staff in some cases] and students.

Some governance issues before us in 2010-11:

- **The Academic Affairs** will be considering Repeat Grade Policy, SEIs survey questions and modes of SEIs assessment.
- **Organization Committee:** will consider changing the quorum for faculty meetings; faculty terms on CAS Board; granting ex-officio statues to the College Recorder for being on the Academic Senate; and evaluation of MC and Associate Deans.
- **Curriculum Committee:** GE revision and working with the GE Ad Hoc Committee
- **Educational Technology:** taking on broader charges than SCAP funding, specially policies that pertain to technology in classrooms, and issues related to online undergraduate courses.
- **Salary Increase:** discuss with Provost a set of recommendations formulated by the committee last year, including the need for clear guidelines for determining the baseline service for department chairs.
- **Recommendation of Personnel Task Force [2007]:**
Revision of Policies regarding composition of personnel subcommittees [Structures and Procedures]

Respectfully submitted,
Simin Mozayeni
Presiding Officer
October 1, 2010

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Appendix B to Minutes of October 22, 2010

Interim President's Report
Academic and Professional Faculty Meeting
October 22, 2010

I begin this month's report by congratulating our Women's Tennis Team for winning the 2010 SUNYAC Championship, and Coach Rob Bruley for his selection as Coach of the Year – the 4th time for each! We are proud of the accomplishments of our student-athletes and the talented and dedicated coaching staff who work with them.

Alumni Reunion Weekend was this past weekend (October 15-17), and can be described only as stellar. Our alumni/ae – nearly 350 – seemed happy to reconnect with friends and the campus, were quite taken by the appearance of the campus – including the new Student Union Building Atrium - and expressed their gratitude for their experiences here as students. To a person, those I spoke with were impressed with our students – how bright, respectful, helpful, and academically engaged they are, and how current students also have such a positive view of their experience here. Thanks to all the faculty and staff for making this event so successful.

Admissions: Campus Open Houses for prospective students and their parents are this Saturday (October 23) and Saturday, November 6 (10AM-2PM both days). About 2,500 prospective students and their parents are expected this weekend, and already 1,400 have scheduled for the second event. We know from experience that one-on-one conversations with faculty are extremely influential in convincing future students to choose New Paltz. This is a great opportunity to showcase the close interaction between students and faculty that is at the core of the educational experience we provide. Admissions staff do a great job of building student interest in our campus and programs, and rely on you to continue this relationship building. This year, we will put our best face forward by concentrating the Open House events in the Student Union, where we will showcase the new Atrium, and in the Athletic and Wellness Center (no events in the Lecture Center). I thank you in advance for your participation in these events and look forward to seeing you there.

Library Renovation: Here is an update on the status of planning for the renovation of the Sojourner Truth Library. This project is being supported by funds from the State University Construction Fund (SUCF) secured as an additional state appropriation by our legislators, Kevin Cahill ('77) and John Bonacic. Planning for this project is being led by Baltimore-based architectural firm Ayers Saint Gross (ASG) and lead architect Sandra Vicchio, both with extensive, successful experience in the design of academic buildings, especially libraries. The design team also includes library director Chui-chun Lee and several staff, an academic faculty member who has coordinated ongoing input from faculty on the Library Committee, campus architects, SUCF representatives, and me (initially as Provost). Last winter, Chui-chun Lee and I took part in a national workshop on design of academic libraries, co-led by Ms. Vicchio. What we learned has informed our process in important ways.

Campus planning for this project began last year, and has passed through several of the formal steps for SUCF projects, with some interruption last spring during the state budget hiatus. The still-evolving design builds on extensive input from the campus community (see below) and several iterations of review and comment by library staff and the design

team. The formal design will be submitted in December to the Construction Fund and will be available for campus review.

Continued input on details and refinements will be essential as the process continues, although major changes in design and programming focus are not feasible. Several additional planning and “costing” steps will follow before construction can begin. Following re-roofing to take place May through autumn 2011, the renovation-construction in the library itself will begin in winter 2011-12 and is estimated to be completed in December 2013. This work will be undertaken in carefully planned phases – meaning that the library will be functional throughout the process. Services will be relocated within the library during this process, and every effort is being made to minimize disruptions to our academic mission.

Last spring, we gathered input from the College community through a student survey, a faculty/staff survey, student working groups, and several open forums with faculty and staff. Key themes that emerged from these studies and that were instrumental in our initial planning included: improved lighting, especially natural lighting; more and better technology; better spaces for group studies, especially flexible spaces to accommodate different group sizes; more rational organization of library services into a central and centralized complex (circulation, reference, IT); improved aesthetics; more thoughtful use of the “bridge” corridor; expanded and improved café and casual seating outside the library proper.

The design team has worked painstakingly with the architect and the Construction Fund to honor the feedback and ideas received from students, faculty, and staff, and to implement as many as possible of the above elements into the design. As with other projects, not every idea brought forward can be incorporated into the design. Also, it is likely that our available budget will not match our aspirations, and we will need to prioritize further than we have already. The design team will consult with the College community representatives to inform decisions about such prioritization.

Major features driving the current design include: opening up as much of the western wall and eastern entrance as possible to natural light, within the significant cost constraints we face; creating a large “information commons” on the western edge of the main floor, with lots of computer and printer stations; providing more group study/flex spaces for students; centralizing Library and IT services in a highly visible central location; rationalizing library offices; improving faculty and staff work spaces, including a faculty/staff reading room, and retaining individual study rooms; and creating flexibility for future expansion of archives/special collections. The design gives most attention and funding to improving the main floor. Some costly additions (such as adding a sprinkler system throughout the building) are mandated by code compliance.

I am grateful to the many faculty, staff, and students who shared their ideas on features and values that they would most like to see in a renovated library, and to the design team members who have worked so hard and thoughtfully to bring our planning to this stage. We have been pleased and impressed with Sandra Vicchio and her team’s responsiveness to our ideas and concerns during our planning. We are excited about the plan that is developing, and the ways that it will enhance teaching, learning, and scholarship at New

Paltz. We are developing approaches to apprise you of progress on the project and for you to provide comments.

Budget: I want to take this opportunity to continue our ongoing conversation about our budget situation by responding to issues that have come to my attention recently. I will again emphasize that we must identify ways **this year** to develop a plan to adjust our economy to be implemented on July 1, 2011. This plan will position us to sustain high-quality educational programs in the face of resource constraints that are virtually certain to persist for years. The adjustments required are not trivial, and there is some urgency in finding solutions. As we began this year our shortfall was \$2.6 million, a mid-year cut looms and hence this shortfall is likely to grow. As I shared in my State of the College address, we will not solve this problem by nibbling around its edges; there is an imperative for us to scrutinize how we do our work, to be willing to explore and implement new models, and to focus more specifically on our highest priorities

I understand there is some thinking that the early retirement incentive program will provide the sole means to solve our budget problem. While early retirements will certainly help reduce our budget, none of us familiar with our budget challenge and with this program believes that it will represent more than a fraction of our necessary budget reduction. Some positions vacated (or expected to be vacated) by early retirement will need to be filled to sustain our instructional mission, meaning that the only savings from early retirement will be a result of the lower salary of the replacement employee. Additionally, some employees who expressed initial interest in the program have chosen not to retire at this time.

You have heard or will be hearing from your deans and directors asking you and your departments and units to generate proposals to help address this budget issue. I have heard that some faculty and staff regard this charge as “a political exercise prior to program cuts,” and that we won’t take seriously the sound ideas that we know departments and units will identify. That is not the case. Meaningful budget-reduction proposals from faculty, staff, departments, and units will be an important part of our overall plan, and will reduce the extent to which we need to employ further actions that could include program elimination. You know best the workings of your departments and units, and it is important that the energy, experience, and creativity of faculty and staff be brought to bear. We have and will continue to provide deans and directors with examples of the kinds of analyses and changes that you might consider.

Your budget-reduction proposals (see process documents on the budget Web site) will be analyzed and considered by Cabinet/Wonk+ and the results, including a financial analysis, will be shared at a forum in December. It is our hope that resolution of uncertainties (i.e. mid-year cuts; savings achieved by the early retirement incentive) that may impact our existing shortfall may be resolved at this time providing greater clarity of the remaining shortfall that will need to be addressed in the spring semester.

Presidential Search: In early November, the Presidential Search Committee will begin reviewing applications for the New Paltz Presidency. The Committee plans to meet in

mid-November to discuss these and to narrow the field to 8-10 candidates for confidential, off-campus interviews scheduled for December. We expect to bring 3-5 finalists to campus once students and faculty return for the spring semester. You'll recall that the timeline for the search indicates that the Search Committee will make its recommendations to the College Council in late February so that the College Council can forward a list of three finalists to the SUNY Chancellor by March 1.

Middle States Re-Accreditation: Dr. Charles Ruud, President at Shippensburg University in Pennsylvania, is Chair of our re-accreditation site team. Dr. Ruud will be visiting campus on November 2-3 to meet with a number of groups and individuals and assess our "readiness" for the site visit in the spring. A draft of the self-study document will be available for your review in the next few weeks.

I hope that your semester is going well and that you are having an opportunity to enjoy a spectacular Hudson Valley autumn. I look forward to seeing you at this week's faculty meeting and responding to your questions and comments.

Donald Christian

ADDENDUM:

Before I respond to any questions or comments you may have about my written report, I want to update you on some new developments in the past couple of days. The first is a good-news, bad-news item. You have heard Vice President DiStefano and me voice our concern about the prospect of a mid-year cut on top of our known \$2.6M reduction. We now know that there will be such a cut, and what it will be. At the end of this year's legislative session, the Governor was given the authority to implement an additional \$250 million budget reduction by cutting state agency spending. SUNY Central has learned – and we learned yesterday - that the Governor's office and the Division of the Budget have determined that they must allocate a portion of this cut to SUNY and CUNY. For SUNY, this amounts to a \$23,250,000 funding reduction in the current-year spending plan.

The SUNY New Paltz share of that cut is \$623,500. This is a big hit, but we had some concern that it could be even higher. This now puts our known required budget reduction at just over \$3.2 million. One small promising note is that as part of this communication the Division of Budget has indicated that no more cuts are planned during the current year. But given the uncertainties that the upcoming election presents it's not clear how much faith we should put in that statement.

On a brighter note, I want to share some external activity that I've been engaged in this week, focused on the task you have heard me speak about of building and sustaining relationships that support our programs and revenue. Along with Sally Cross, Director of Development and Alumni Relations and CEO of the Foundation, I spent a day this week in Virginia and DC. We had lunch with an alumnus, who is also a former board member and strong supporter of the College. We talked with him about our case statement for a fund-raising campaign that you've heard me talk about, and secured his commitment to continue a significant record of giving this year.

Later that day, we had dinner with an alumnus who was enthusiastic in his reception of our invitation to join the Foundation Board, a responsibility that carries with it a

substantial expectation for giving to the Foundation and for helping us secure other support. You should know that in conversations such as these I build not on the reality of a budget deficit but on the great work that you and our students are doing, and our goal to secure the resources to do those things even better.

We also met with Congressman Hinchey's staff to talk about progressing through the next steps of securing the \$5 million earmark for research and outreach on solar energy development in New York and the region that you have heard and read about recently. They and we are excited about moving this project along, even though little further will happen on it until after the election.

Lastly, I want to encourage you to nominate your colleagues for Chancellor's Awards honoring our colleagues for outstanding teaching, research and creative activity, librarianship and service. They deserve such recognition. To date, we have received only 1 nomination and New Paltz is allowed to submit seven, for five different awards. Information is available on the Academic Affairs website. Now, I will be happy to respond to any questions and comments you might have about my monthly report.

Appendix C to Minutes of Faculty Meeting October 22, 2010

Report of the Presiding Officer for October 22

As usual, my report consists of issues related to our campus, including the Academic Senate, the Executive Committee, the College Council and College Foundation, and SUNY-wide Campus Governance Leaders [CGLs] activities.

Campus:

Presidential search schedule is as I reported on 10/1/10, and noted below:

10/1: Prospectus and position announcement became available.

11/1: Files will become available to search committee.

11/17: candidates will be selected for interviews.

12/12 & 12/13: Off-Campus interviews.
3/1: A short list will be forwarded to the Chancellor.
3/22: The Board of Trustees will consider chancellor's recommendation for the next President

Governance committees/chairs and other seats:

All committee chairs, except for RTP, are elected. The Academic Senate also has elected its secretary. Prof. Donna Flayhan will serve in that capacity for the Academic Year 2010-11. Currently most student seats on faculty committees are vacant. I was invited to the SA Senate meeting held on October 5 to ask them to recruit interested students. Under Faculty Bylaws, students have a total of 30 seats on various committees. Jennifer Sanchez, President of SA, and Caitlin Ryan, the SA Vice President for Academic Affairs, are working with me to fill these seats.

General Education Decennial Review, the GE Review Ad Hoc Committee:

As I reported to you on October 1, the Executive Committee and the Academic Senate approved early September creation of an ad hoc committee to review our current GE program and lay strong foundation of shared educational goals and values that will set the stage for GE revision NEXT year. Since then, all six academic divisions have submitted the name of their elected members, as well as the GE Board and the Curriculum Committee that also have representatives on this committee. These members of the GE Ad Hoc Committee are as follows:

GE Ad Hoc Committee Member by Election [9 seats]:

Faculty of Library [1 seat]: Stephan Macaluso

School of Business [1 seat]: Rief Kanan

School of S & E [2 seats]: David Hobby & Andy Pletch

School of F&PA [2 seats]:

Kerry Carso, Art History & Thomas Albrecht, Art

School of Education [1 seat]: Michael Smith

College of LA&S [2 seats]: Susan Lewis, one vacant

Elected Committee Representatives [2 seats]:

GE Board [1 seat]: Lynn Spangler

Curriculum Committee [1 seat]: Bernadette Morris

SUNY Senator [1 seat]: Rose Rudnitski

Students [2 seats]: in process

Interim Provost Laurel Garrick Duhaney will appoint the remaining seats allocated for faculty, students and alumni.

The Academic Senate and Executive Committee:

The Senate met on October 15. The only action item for the meeting was election of the Senate secretary for 2010-11. As noted above, Prof. Donna Flayhan, from Communication and Media, was elected to that position.

The Senate observed a moment of silence for passing of Dr. Charles Poskanzer, the father of former President Steve Poskanzer. Interim President Don Christian and other members of the cabinet had left that morning to attend the memorial service at SUNY Cortland to represent New Paltz.

The Senate received a report that the Executive Committee had discussed that afternoon the budgetary matters and sustainability issues pertaining to the current mode for SEI surveys. The cost of the current system [scantrons] is about \$30,000 in personnel cost and supplies. The Senate was briefed that the Executive Committee has agreed that research was necessary in order to facilitate faculty consideration of moving SEIs online. The urgency of the budget consideration will be considered in this process. The Academic Affairs should take the lead on forming a group for that purpose. A lively discussion on pros and cons of online SEI mode ensued. Student comments were quite valuable. The Presiding Officer will discuss these issues with the Interim President Don Christian and Interim Provost Laurel Garrick Duhaney, and with Professor St. John, Chair of the Academic Affairs Committee.

Middle States Accreditation Review:

The first visit of the leader of the accreditation team, Dr. Ruud, is on schedule to evaluate our preparedness for the upcoming decennial Middle States accreditation. He will visit New Paltz on November 3-4. During the visit he will meet with the Interim President Don Christian, Interim Provost Laurel Garrick Duhaney, the President's Cabinet, the deans, and the Steering Committee, among other campus groups.

Orientation for New Faculty on Shared Governance:

The session was held yesterday, 10/20, 1:00-3:00. More than 25 faculty were in attendance, despite a few cancelations due to last minute emergencies.

College Council:

The second business meeting of the council this fall was held on **Monday, October 18**. The Interim President Don Christian made a report on the State of the College that was very well received. The Council also received a report on student recruitment process, and opportunities and challenges the college faces competing with other institutions. VP Jackie DiStefano updated the Council on the status of our budget to date, showing a considerable saving in utilities resulting from a comprehensive cost-reduction plan. The current year savings to date exceeds \$1 million.

The Council Chair Kenneth Abt, renewed his plea for increased level of contributions to the Special Fund the Council created last year to help students

with unexpected financial difficulties mid-year.

The annual scholarship gala will be on 11/21. The college will honor Prof. Emeritus Barbara Hardgrave.

The College Foundation: No new report.

SUNY-Wide:

Campus Governance Leaders [CGL] are meeting today-through Sunday, October 24. Senator Rose Rudnitski has been appointed to the Chancellor's Committee on Shared Governance. She and Senator Mary Kahl are attending the fall meeting of the Senate and will report to you in November.

Respectfully submitted,

Simin Mozayeni
Presiding Officer
October 22, 2010

Appendix D to Minutes of October 22, Faculty Meeting

Report of the Reappointment, Tenure, and Promotion [RTP] Committee for AY 2009-10
Katherine French-Chair
13 October 2010

I want to start by thanking my committee; they were hard working, thoughtful, and conscientious. It was a pleasure and an honor to work with them. I also want to thank Michele Atkins of the Provost's Office. Without her organization and attention to detail, my job as chair would have been very difficult, and this committee's job would have been much more time consuming. Thank you.

The by-laws state that the RTP committee is to make recommendations to the administration "based on a review of the dossier submitted by the candidate according to the (5) criteria established by the Board of Trustees." Generally speaking this means that the RTP Committee looks for evidence of excellence and continuing growth in these areas as demonstrated in the dossiers. My task in this report is "to provide the College Faculty with a summary of recommendations and their congruence with administrative decisions." Please keep in mind, that I must also protect the confidentiality of individual recommendations and decisions.

Over the course of the academic year of 2009-2010 the RTP Committee read and made decisions on fifty-eight dossiers; two were in the fall semester and the remaining fifty-six were in the spring. This committee also does not review Lecturers.

We made four continuing appointment (tenure) recommendations, and the administration took our recommendations in all four the cases (100% agreement rate). We made fifty-four reappointment decisions, and the administration took our recommendations in fifty-three cases (98% agreement rate). Differences between the RTP Committee and the administration could be in the term of reappointment (1, 2, or 3 years) or whether or not to reappoint. We also made five promotion decisions (to Associate or Full Professor) and the administration took our recommendation in all five instances (100% agreement rate).

These numbers suggest that the faculty we are hiring are of good quality, and that the faculty and administration did not have major differences over how to evaluate faculty performance. I remain concerned about the affect of the schedule on finding time for the committee to meet. The work of the RTP Committee is large, and it needs to be done in within a five to six week period of time. There is now no time slot free of teaching. Traditionally the RTP Committee has met on Friday afternoons, but classes meet then too. This continues to make scheduling meetings so that all members can attend difficult.

Appendix E to Minutes of October 22, Faculty Meeting

Central Committee on Salary Increase – Annual Report 2009

The Central Committee on Salary Increase convened five long meetings during spring semester 2010 to consider 206 applications for discretionary salary increase. Five were eliminated because they were outside the charge of the committee (part-time, leaving the university, etc.) The committee ultimately considered 201 files. The results:

Total	Not Applic	Evaluated	Major	Merit	No Award
206	5	201	147 (73%)	50 (25%)	4 (2%)

Shortly after starting to review applications, letters from individual faculty contesting decisions made earlier in the process by deans, department committees or chairs came to the central committee. We then realized that some faculty were aware of the status of their application at each step, while many others were unaware, a patently unfair situation. The committee sent a resolution to Provost Christian stating that according to the DSI memo sent by the provost in the fall, decisions at each level from department committee through central committee should be reported in a timely manner to the applicant.

As our deliberations continued, the committee developed a list of suggested improvements to the process. These improvements include adding reminders to the checklist for applicants to clearly identify paid versus unpaid work, to include SEIs for all classes taught in relevant semesters, and to be explicit about actual publication dates of work to avoid counting the same work for more than one year. Another suggestion is a summary of the major points of the provost’s fall memo reminding faculty of the opportunity to apply for a salary increase, to appear at the beginning of the memo. I have discussed these concerns and suggestions with the Presiding Officer, and the committee

has forwarded them to the interim provost and interim president, and the dialogue about making minor changes is ongoing.

The committee neither discussed nor considered financial constraints on salary increases. We also did not consider the increase in the size of awards from previous years.

In conclusion, the committee was impressed by the quantity and quality of work our colleagues are doing. Keep up the good work!

Respectfully Submitted,
Larry McGlenn, Chair

Appendix B
President's November Report and Addendum to the Report

**Interim President's Report
Academic and Professional Faculty Meeting
November 19, 2010**

I share the following information and updates, and will be happy to respond to questions and comments at this week's Faculty Meeting.

Retention and Graduation Rates: We have taken pride in recent upward trends in our retention and graduation rates, important measures of our institutional effectiveness. Our latest first-to-second year retention rate is 86.8%, down very slightly from 88% last year (but still higher than any other recent year). Even minor declines in retention are noted, and we analyzed this year's figure more fully. In-state students returned at a rate of 87%, compared with only 77% of non-international out-of-state students. It is likely that the latter figure reflects the economic downturn and an increase in non-resident tuition, and not institutional practices that should be a concern. But we will continue to watch these trends.

Our four-year graduation rate made another significant jump from 48.5% to 52.2%, following a large increase last year, and our 5-year graduation rate increased from 63.2% last year to 67.5%. These rates exceed national averages by an admirable margin, at the same time our graduation rates are notably lower than for our "aspirational" peers. We must continue our efforts to keep them moving upward.

Communication: I am implementing the new communication venues outlined in my *State of the College* address. At last month's first "Brown Bag" session with academic and professional faculty, we discussed issues brought forward by faculty participants -- budgetary reductions, indirect cost allocation, institutional mission and vision, curriculum structure and development, and others. You recently received an invitation to the next session on November 30; I hope you will consider joining this conversation.

The "Administrative Council" (see *State of the College*) recently met for the first time. This is a new group focused on enhancing knowledge, understanding, and communication across the College. Members spent time getting to know each other (I noted business cards being exchanged at the end of the meeting!), followed by a

presentation about our budget reserves and open discussion about the budget and other topics. I encourage you to speak with your supervisor for insight and information from this session. The next Administrative Council is scheduled for December 2. Possible topics for future sessions include admissions; graduate program offerings; energy management; building and grounds renovation and construction projects; emergency management; CRREO activities and efforts; and others as suggested by the membership.

Budget Reserves: I am aware that the topic of budget reserves is attracting considerable interest and discussion among faculty and staff, and speculation that we should “just spend reserves” to meet our budget problems, without economizing, eliminating programs, or taking other serious steps. I will spend a few minutes at the Faculty Meeting outlining key points that I shared at the recent Administrative Council meeting to help faculty understand the basis for my and the President’s Cabinet’s conclusion that such an approach is neither viable nor wise.

Budget Process: To accommodate the schedule of the Presidential Search Committee, we have re-scheduled the Budget Forum from December 13 to December 8, 3:00-5:00 PM (LC 100).

Presidential Search: In early November, members of the Presidential Search Committee began reviewing application materials received to date, and had an extended meeting this week to begin the process of narrowing the pool down to a group of semifinalists who will be invited to off-site interviews in mid-December.

Middle States Reaccreditation: Dr. William Ruud, chair of our Middle States Reaccreditation site visit team, had a productive and positive visit to campus on November 3. He toured the campus, met with the Steering Committee and others, and offered suggestions for our continued planning. He was very complimentary of the level and extent of faculty and staff involvement in the self-study process, and positive in his assessment of our readiness for review.

External Relationships: I continue to invest time and effort meeting with donors, prospective donors, and candidates for membership on the Foundation Board of Directors, and other efforts to continue building relationships that support our long-term fund-raising and development. Recently, I spoke at a breakfast ceremony honoring non-profit organizations in the region, sponsored by Ulster Savings Charitable Foundation. I shared information about the College’s economic impact in the region; the numbers of students, faculty, and staff who volunteer in the region; our support for people and organizations in the region through the SEFA campaign; and the positive contributions of student interns. Afterwards, I was pleased and proud to hear from so many people how well the College and our contributions to the Hudson Valley community are regarded. Thank you for all that so many of you do in these realms. I hope that everyone has a safe and happy Thanksgiving Holiday with family and friends.

Donald Christian

Addendum to the Interim President's November Report to the Academic and Professional Faculty.

Housing Development: Three years ago, the SUNY New Paltz Foundation, through a subsidiary private non-profit organization (Goshawk, LLC), acquired 40+ acres of land on the south edge of campus with the goal of developing apartment-style housing for students, faculty, and staff. That development is moving along, through collaboration between Goshawk, LLC and Wilmorite, a private development corporation. Wilmorite has developed housing facilities for several other colleges and universities, including Rochester Institute of Technology and Syracuse University. Last night, the Town of New Paltz made its initial consideration of Wilmorite's application for approval of this project, and we want to apprise you of this effort.

Limited on-campus housing for New Paltz students has been a concern for the College and for many in our community. Currently, we have only enough campus housing for about half of our undergraduate student population and are unable to offer on-campus housing for transfer or graduate students. Many prospective transfer students tell us they are interested in a residential college experience, and when they learn about our lack of on-campus housing they choose to complete their college education elsewhere. This is a real loss for the Hudson Valley and our communities. Many New Paltz upper-division students would like to "graduate" to apartment-style living but continue to live in on-campus residence halls.

In addition, cost and availability of local housing creates a real challenge for many new faculty and staff, who end up living significant distances from campus. This project will provide affordable townhouse-style apartments at the edge of campus. We believe that the availability of proximate housing will assist us in our continuing efforts to recruit top-quality candidates who wish to work and live in the New Paltz community. Such housing will make it easier for faculty and staff to return to campus in the evening to participate in lectures and other co-curricular activities, strengthening the out of class room experience and interaction between faculty and students.

The project planning has given careful attention to each of the state-mandated environmental issues and has included consultation with town, village, county and state officials. Among the many important elements, there are several positive project attributes: students and faculty/staff living in this housing will be able to walk or bike to work or class instead of driving. The proposed development will include a new sewage treatment plant, and thereby will not tax existing village sewage systems.

Recruiting the best and brightest students, faculty, and staff remains an important priority for the College. Even though our continued planning is not to grow our enrollment, there is little question that declining numbers of New York high school graduates in the next decade will increase the challenge of recruiting appropriate numbers of top-notch students who want a residential college experience. We regard this project as a key tool in support of our recruitment efforts and the needs/wants of our future and current students, faculty and staff. We have wholeheartedly endorsed the application that the town is considering.

Interim President’s Remarks on Budget Reserves – A Primer:

The topic of our budget reserves has attracted considerable interest and discussion among faculty and staff. There is sentiment that the campus should use reserves to address our budget deficit, without addressing ways to reduce our expenditures or develop realistic ways to increase our revenues. Those closest to managing the College’s budget and resources do not regard this as a thoughtful, viable strategy.

Appropriate Levels of Reserves

Fiscally sound institutions maintain appropriate levels of reserves, and New Paltz will adhere to this principle. Spending down our reserves so that we have insufficient resources to fall back on – now and in the near future – would place the institution, our employees, and students at risk. Most indications are that the campus will face a constrained economy for years to come, and with that it becomes even more necessary to safeguard a reasonable level of reserves.

What is an “appropriate” level of reserves? The National Association of College and University Business Officers (NACUBO) recommends that colleges and universities have 25% of their operating budget in reserves – i.e. enough funds to sustain operations for 3 months. For our existing \$60.4M expenditure budget that would mean \$15.1M.

Fiscally sound institutions follow the principle that reserves are non-recurring resources and therefore are used only for one-time expenditures. The budget adjustments that the College must make this year involve balancing our **ongoing** expenditures and revenues. Employee salaries are recurring expenditures, and they cannot be sustained with one-time monies.

In addition to our core instructional budget, the campus may generate additional cash balance reserves from student fees, externally sponsored activities, or funds received for specific purposes. These cash balances will be used for their intended purpose, and **not** diverted for other uses, including replacing state revenues eliminated from our budget. As an example, we have over a \$4M reserve in residence hall operations, generated from residence hall fees that students pay. These reserve funds are intended for renovating, repairing, and improving residence halls and will be used for that purpose alone. Other revenue sources of this type include technology fees, athletic fees, and health fees. We do not include such cash balances in the campus’s centrally held reserves (that are used

for strategic one-time investments) as **these** cash balances are used solely for the purpose for which they were received.

What Do We Use Reserve Funds For?

Examples of the items for which the campus uses its centrally held reserves: new-faculty start-up costs in areas where special equipment may be needed to launch research, scholarly, or artistic programs and to support their teaching in key areas; short-term program continuation costs as we implement budget reduction plans (witness: the \$3.2 M we are spending this year as we reduce our spending plan); and costs of this year's presidential search and Middle States re-accreditation visit. As the campus reaches a final plan to adjust our economy and if we are forced to eliminate a program, we are committed to phasing it out so that current students can graduate or find alternative programs elsewhere. Reserves allow us to "teach out" these students as opposed to abruptly stopping a program. Finally, a new president will almost certainly have new initiatives in mind that he or she will want to pursue – such as more aggressive fund-raising - and having reserve funds to do those things will be a recruitment attraction.

Status of Centrally Held Reserve Funds.

Vice President DiStefano shared with you the figure of about \$5.1 M in reserves. Additionally, at closeout of the last fiscal year, our energy expenditures were about \$1.1 M below what we had budgeted, creating a \$6.2 M central reserve. That reserve will be reduced by \$3.2 million to cover the gap this year between our expenditure plan and our revenue; an estimated \$100,000 for the presidential search; an estimated \$50,000 for Middle States reaccreditation; an estimated \$500,000 for early retirement incentive; an estimated \$50,000 to replace equipment and furnishings damaged by recent 8th-floor-basement flooding in the administration building; and a hypothetical program phase out of \$1 million if we must close a program. This leaves a reserve of \$1.4 M (compare with the above recommendations).

Academic Affairs Reserve Funds

Academic Affairs holds reserve funds that have been generated from the summer program and from Research Foundation salary drawdown. About \$2.3M of such funds reside in the Provost's office, and about \$2.1M reside in the school deans and department budgets. We have not regarded these funds as being available for reallocation at the central level because our practice has been to allocate these funds for strategic initiatives at the levels of Academic Affairs, Schools, and Departments.

The Provost's reserve was built in the past several years to provide a resource base for a new Provost to be able to develop new programs and directions. Last year, then Provost Christian, as a first-year provost, wanted to learn more about the College and its highest priorities and needs before deciding how to invest any of those funds. Clearly, the transition we are in now and the change in leadership has not positioned the Provost to develop the programming that could be supported with such funds, and that office certainly intends to use these funds strategically in the coming years. However, it is quite possible that this year the Interim Provost or next year the Provost will be asked or told to contribute some of these funds to meet our institutional shortfalls.

Summary

Recall from the above that reserve funds are being used this year to cover our spending gap. If we were to change nothing in this year's planning for next year's budget and continue with a spending plan that is \$3.2 million higher than our currently known revenues, we would very quickly be in a position that centrally held reserves AND the Academic Affairs reserves would be depleted. Then what?

In short, if no action is taken to address our current (and ongoing) budget shortfalls, our institution would be left in a perilous fiscal situation, with reserves at least an order of magnitude lower than recommended. For these reasons, taking no decisive action this year to reduce our base expenditures and merely drawing down reserves is not an option that the campus will consider.

Appendix C
Report of the Presiding Officer
11/19/10

As usual, my report consists of issues related to our campus, College Faculty Committees, including the Academic Senate and the Executive Committee, as well as the College Council and College Foundation, and SUNY-wide Campus Governance Leaders [CGLs] activities.

A. Campus:

1. Presidential Search:

On Wednesday, 11/17, you received an update from Mr. Abt., Chair of the College Council and the Presidential Search Committee.

2. College Faculty Committees:

RTP Committee has elected Professor Reva Wolf to chair the committee for 2010-11.

The Honors Ad Hoc Committee has completed its work and will report to the Academic Senate on 12/3/10, before submitting its final recommendations to the Interim Provost.

The ad hoc committee for review of GE [Liberal Learning Ad Hoc Committee] is now fully empanelled, and will soon begin its work to lay the foundation for the new GE program that will infuse liberal learning into the entire UG curriculum. On the Governance web site you can find the following links for the Action Plan and for the Interim Provost's letter to the campus community, respectively, as follows:

<http://www.newpaltz.edu/governance/OtherPDF/Fall2010/LiberalLearningAdHocCommittee/index.html>

<http://www.newpaltz.edu/governance/OtherPDF/Fall2010/LiberalLearningAdHocCommittee/ProvostLettertoFacultyonGeneralEducationLookingAhead.pdf>

Based on the Action Plan, the Provost has formed the committee that includes elected and appointed Academic Faculty, representatives from the Student Affairs, Student Association, and alums. The complete list follows:

Nine Elected Faculty:

- Stephan Macaluso Library
- Rief Kanan School of Business
- David Hobby & Andy Pletch School of Science & Engineering

- Kerry Carso & Thomas Albrecht Fine & Performing Arts
- Michael Smith School of Education
- Susan Lewis & Mary Christensen Liberal Arts & Sciences

Nine Academic Faculty Appointed by the Interim Provost:

- Patricia Sullivan Liberal Arts & Sciences
- Paul Kassel Fine & Performing Arts
- Sue Books School of Education

- Simin Mozayeni Liberal Arts & Sciences & Presiding Officer of Faculty
- Pauline Uchmanowicz Liberal Arts & Sciences
- Christopher Link Liberal Arts & Sciences
- Stella Deen English & (Interim Associate Provost & Dean of the Graduate School)
- Peter Kaufman Liberal Arts & Sciences
- Kristine Harris Liberal Arts & Sciences

One SUNY Senator [member of the Executive Board and Ex-officio member of the Academic Senate]: Rose Rudnitski

One member each from the GE Board and the Curriculum Committee (selected by the membership of each):

- Lynn Spangler [GE Board]
- Bernadette Morris [Curriculum Committee]

Two Students (Selected by the Interim Provost and Presiding Officer in consultation with the SA Executive Board):

- Caitlin Ryan, SA VP for Academic Affairs
- Victoria Samakai, SA Senator

The Interim Provost: Laurel Garrick Duhaney

Two Members from the Student Affairs:

- Tonda Highley, Director of Career Resource Center
- Rita Celariste, Assistant Director, EOP

Two Alumni:

- Dr. Gary King (Harvard)
- Mike Boccio (Chicago, Asian Studies)

The Academic Affairs Committee is in the process of revising the SEI survey questions and evaluating possibility of moving the survey online. In February, you will receive their recommendations and the Academic Senate's.

BG&P Committee has invited the Interim President Donald Christian to meet with them to discuss the Strategic Plan.

The SI committee has not yet received the award data and therefore the update on their report is postponed to December.

3. The Executive Committee and Academic Senate:

They both met last Friday, 11/12. They received a report from the Organization Committee.

The Executive Committee endorsed the motions you are receiving today and the Senate approved them by a voice vote.

The Senate also received the report of the Interim Provost that also included a report on appointments to the Liberal Learning Ad Hoc Committee, except for the 2 alumni that were determined after the Senate meeting.

The Senate also deliberated on the Bylaws statement on appointment of the Provost [Section V., B of the Bylaws], in context of a motion from the OC that was passed by the that committee on May 7, 2009. If the Senate had approved the motion for your consideration [and faculty approved it], the Bylaws would be amended to include division's elected representatives on search committee for appointment of the Provost. Concerns about ambiguities in the Bylaws verbiage, a motion was made, and seconded, to refer the original motion to the OC for further consideration of that section in the Bylaws.

B. College Council and College Foundation:

The Council met yesterday, 11/18. They were briefed by the Interim President. The Council was specifically briefed on central reserves, the Provost's reserves and departments and divisions reserves.

Associate VP Gerald Benjamin presented a short overview of what CREEO does and the impact of its outreach on the wellbeing of the Hudson Valley region. The College Foundation will meet in New York City on December 9.

C. SUNY Campus Governance Leaders [CGL]:

The Presiding Officers of SUNY campuses are asked to provide data on the impact of recent budget cuts on their campuses. These data will submitted to the Operation Committee of the UFS plans for publishing a report.

Appendix D
Organization Committee' Resolutions

Organization Committee Fall 2010 Resolutions

The following bylaw changes were approved by the Faculty Senate 11/12/10 Please submit for Faculty reading on 11/ 19/10

A. The Organization Committee (OC) recommends the following Bylaw change to Section 1, Part. F. Subsection 1:

A quorum for College Faculty meetings shall be **ten** percent of the voting members of the Faculty. The Presiding Officer shall assume the presence of a quorum unless a quorum count is called from the floor.

B. The OC recommends the following Faculty Bylaw Change to Section Committees of the College Faculty: Item #5:

Following the Faculty election, the Presiding Officer shall convene the newly elected committee for purposes of organization. The committee **shall elect** its own Chair and Secretary **annually**.

*** changes in bold**

Appendix E
State University of New York, New Paltz
The Graduate Council

Report to the Faculty: Requests to Discontinue Graduate Programs

Discontinuance of MA Art Studio program (MAAS)

Last spring, Art Department faculty voted to deactivate this MA program, with the intention of discontinuing (deregistering) the program once all current students have completed their degrees. The Graduate Council discussed the department's request on May 14, and the request to discontinue the program was reported to the Academic Senate this fall (October 15).

The MAAS program overlapped with the Department's Master of Science in Art Education, and ongoing discussion, including with enrolled students, revealed that a hybrid program would better meet students' needs and would alleviate staffing difficulties for both programs. The Art faculty therefore plan to develop a revised plan of study for the MEd that incorporates greater emphasis on studio practice; they anticipate submitting a proposal to revise the MEd in 2011.

We anticipate that all remaining students will have completed the MAAS program by May 2013, at which point the program will be discontinued.

Discontinuance of MFA Intermedia Design program

After discussion and consultation, the College plans to request that SUNY discontinue the Master of Fine Art in Intermedia Design program as of December 2010. The decision to request deactivation was discussed on the Graduate Council on April 9th and reported to the Academic Senate this fall.

There are several reasons for the decision to request the program's discontinuance. First, the faculty who developed and taught the courses in this program have left the College for other positions. Second, insufficient technical resources and limited studio space impede graduate students' ability to conduct their research.

There are no active students in the program.

State University of New York, New Paltz

Academic and Professional Faculty Meeting

Tuesday, December 14, 2010

10:00-12:00

LC 102



Agenda

1. **Call to order**
2. **Approval of the minutes of November 19, 2010**
3. **Announcements**
4. **Report of the President: Interim President Don Christian**
Questions and action items from the floor
5. **Report of the Presiding Officer: Simin Mozayeni**
Questions and action items from the floor
6. **College Faculty Committee Reports:**
Organization Committee: Marcia Tucci, Chair

The following two motions for revision of the Faculty Bylaws, approved by Academic Senate [11/12/10], are submitted for final Faculty consideration and decision on 12/14/2010 [first reading 11/ 19/10]:

A. The Organization Committee recommends the following Bylaws change to Section 1, Part. F. Subsection 1:

A quorum for College Faculty meetings shall be **ten** percent of the voting members of the Faculty. The Presiding Officer shall assume the presence of a quorum unless a quorum count is called from the floor.

Bylaws, page 7:

F. Quorum

1. A quorum for College Faculty meetings shall be twenty percent of the voting members of the Faculty. The Presiding Officer shall assume the presence of a quorum unless a quorum count is called from the floor.

B. The Organization Committee recommends the following Faculty Bylaws change to Section III, Committees of the College Faculty: Item #5:

Following the Faculty election, the Presiding Officer shall convene the newly elected committee for purposes of organization. The committee **shall elect** its own Chair and Secretary **annually**.

Bylaws, page 9:

5. Following the Faculty election, the Presiding Officer shall convene the newly elected committee for purposes of organization. The committee should choose its own Chair and Secretary who shall serve in these positions for the remainder of the term for which they were elected to the Committee, unless replaced by a vote of the Committee.

***changes in bold**

7. Other Reports

**Decennial Accreditation Steering Committee Another Update Report:
Linda Greenow, Committee Co-chair**

8. Unfinished Business: None

9. New Business

10. Adjournment

HAPPY HOLIDAYS!