

Spring 2009--Academic & Professional Faculty Meetings: Agendas & Minutes

February 13, 2009

March 13, 2009

April 17, 2009

May 8, 2009

Academic and Professional Faculty Meeting

Friday, February 13, 2009

3:00-5:00

LC 102

Agenda

1. **Call to order**
2. **Approval of the minutes of December 12, 2008**
3. **Announcements:**
 - Glenn McNitt: UUP President**
 - Chris DeLappe: Chair of Budget, Goals & Plans**

 - Ben Olson: Student Association President**

 - Others**
4. **Report of the President: By email**
Questions and Answers: Provost Lavallee
5. **Report of the SUNY Senator: Rose Rudnitski**
6. **Report of the Organization Committee: Mary Kahl**
Motion for Reorganization of the Standing Committees of the Academic Affairs
Committee [Brought with the approval of the Academic Affairs Committee, the
Organization Committee, the Executive Committee, and the Academic Senate
(1/30/09)]

Resolved: That the standing committees of the Academic Affairs Committee be reorganized as follows:

One: To collapse two of the standing committees of the Academic Affairs Committee—the Committee on Academic Appeals and the Committee on Academic Standing—into a single standing Committee, to be called the Standing Committee on Academic Appeals and Academic Standing (SAS.)

Two: To position the Standing Committee on Scholarship, currently a standing committee of the Academic Affairs Committee, as a subcommittee of the Standing Committee on Academic Appeals and Academic Standing (SAS.)

Three: To change the means by which the voting membership of the new Standing Committee (SAS) is constituted, from decanal appointment (and confirmation by the Academic Affairs Committee) to college-wide election, based on proportional representation, as stipulated in the Faculty By Laws.

Four: To change the manner by which the voting membership of the Subcommittee on Scholarship of the Standing Committee on Academic Appeals and Academic Standing (SAS) is constituted. Rather than decanal appointment (and confirmation by the Academic Affairs Committee), selection shall occur from among elected SAS constituents, eventuating in direct representation, as stipulated in the Faculty By Laws.

Five: To require that the Subcommittee on Scholarship report annually to the Standing Committee on Academic Appeals and Academic Standing (SAS).

Six: To require that the Standing Committee on Academic Appeals and Academic Standing (SAS) report annually to the Academic Affairs Committee.

Motions for inclusion of the GE Board in the faculty governance structure [Brought with the approval of the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

- I. Resolved: That the GE Board be included in the faculty governance structure as a standing committee of the Curriculum Committee.

II. Resolved: That members of the GE Board shall be elected from among the ranks of the full-time academic faculty to serve for up to two consecutive three-year terms.

III. Resolved: The GE Board shall oversee the General Education Curriculum.

A. The General Education Board shall do the following:

1. consult with departments/colleges on assessment plans for their

components in the GE curriculum.

2. review and endorse plans that reflect best practices in GE curriculum

assessment.

3. create opportunities for GE faculty development and mentoring.

4. propose modifications to GE requirements to the Curriculum

Committee.

5. develop GE course approval guidelines in conjunction with the

Curriculum Committee.

6. report to the Curriculum Committee annually.

B. The GE Board shall be composed of 13 elected members, 2 members from the Curriculum Committee, and 4 ex-officio members. Representation shall be based on the percentage of GE courses taught by each of the constituent units. Board members shall be elected from among the academic units as follows:

Education (1 seat), Liberal Arts (6 seats), Science and Engineering
(2 seats), Fine and Performing Arts (2 seats), Business (1 seat),

Library (1 seat).

Two members shall be selected to serve from among the elected membership of the Curriculum Committee.

Four ex-officio members, selected to serve in advisory capacities without vote, shall represent Academic Advising (1 seat), the Teaching/Learning Center (1 seat), the Office of Institutional Research (1 seat), and the Provost's Office (1 seat.)

- C. Minutes from GE Board meetings will be distributed to the Curriculum Committee, the Provost, the Registrar, the faculty governance secretary, and Academic Computing.

Motion for expansion of membership of the Executive Committee [Brought with the approval of the Organization Committee, the Executive Committee and the Academic Senate (1/30/09)]

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

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

7. Report of the Presiding Officer

8. Unfinished Business: None

9. New Business

10. Adjournment

Academic and Professional Faculty Meeting Minutes

February 13, 2009

DRAFT

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 December 12, 2008

The Minutes of the December 12, 2008 Academic and Professional Faculty Meeting were accepted as presented.

3. Announcements:

Glen McNitt, President of the SUNY New Paltz UUP chapter, provided up-dates to the State's financial situation. He explained why the proposed give-back of salary increases and the 5 day pay lag are not good ideas. He called for the re-capture of all 100% of the tuition increase proposed for the coming school year. Dr. McNitt emphasized the importance of building coalitions, lobbying, and taking an active role in the debate as to how the financial situation can be managed.

Chris DeLape, Chair of the College Committee on Budget, Goals & Plans, outlined the process and timeline Department Chairs should be using in preparing budgets for the following fiscal year. Involvement of department faculty is essential in this process.

Ben Olson, Student Association President, reported on the operation and early success of the free loop bus service connecting the campus and community. He credited the College Administration, Town and Village of New Paltz, and Ulster County for assisting with the finances of its operation. Faculty are encouraged to use this service. Schedules were distributed.

Simin Mozayeni, for Provost Search Committee, announced that the open sessions with faculty and staff to meet the candidates are as follows:

- Dr. Donald Christian: February 19th, 3:15-4:30, LC 102
- Dr. Guillermo Ferreyara: February 25th, 2:00-3:15, LC 102
- Dr. Susan Carlson: February 27th, 2:00-3:15, LC 102

Their resumes are posted on my.newpaltz.edu. Evaluations/feedback from is on the Academic Affairs' website.

Other announcements were:

Peter Kaufman encouraged participation in the April 3 – 5 conference which will be held at the University at Albany entitled, *SUNY and the Promise of Higher Education in America – 60th Anniversary Conference*.

Death and Birth of Mass Transit to be presented on campus on February 17

A May 8 exposition and celebration of student work. Faculty are requested to encourage students to submit work.

The Student Athletes Advisory Committee will recognize faculty at a February 20 basketball game

A representative of the Music Department announced dates when the Harlem String Quartet will be performing on campus

4. Report of the President

President Steven Poskanzer was able to join this meeting today due to a cancellation of his scheduled meeting with Senator Charles Schumer. He began by commending the UUP for its work in trying to restore financial aid to the SUNY system. The President recognized the Women's Basketball Team for their outstanding season and also congratulated the Men's Team for their fine play.

The President proceeded to take questions from the audience. In response to these questions, he commented that: grants received by New Paltz account for \$4million of a \$138 million budget, the proposed tuition increase is a regressive tax on students and their families, a SUNY lobby day might be a particularly important activity this year, and that SUNY is an economic driver for the state. In response to a question about the number of freshman and the impact on higher level courses, the President called upon Provost LaValle and Vice-President Eaton to add to his comment that New Paltz plans on taking fewer freshman in this coming year thus making more faculty available to teach those higher level courses within a few years. He explained how the capital construction fund cannot be used for operational costs. He noted that lay-offs need to be considered as an option for coping with the budget shortfall. Dr. Poskanzer intends to inform the college community of the budget plan for 2009 – 2010 and its implications by mid-April. In closing, President Poskanzer stated that New Paltz is headed in the right direction and that hard, targeted choices need to be made to preserve the quality and core values of the institution. He thanked everyone for their great ideas and understanding.

The President's report for this Faculty meeting is in Appendix A.

5. Report of SUNY Senator

Rose Rudnitski, SUNY University Faculty Senator, reminded the Faculty that she had previously forwarded them the attached report.

She reported on actions taken at the recent Faculty Senate meeting. They are: support for the *Promise of Higher Education in America Conference*, a pending survey from the Professional Behavior and Ethics Committee, availability of a website for transfer and articulation, concept of sustainability within SUNY, and the current budget situation. Dr. Rudnitski also reported that Resolutions were passed for: collaboration and consultation, Research on Assessment Streamlining, and approval for SUNY Farmingdale to be moved to a different sector.

Dr. Rudnitski announced that a 2010 SUNY Faculty Senate meeting will be held at New Paltz. She encouraged Faculty and Professional Staff to assist in this major event. The report of Senator Rudnitski is presented in Appendix B.

6. Report of the Committees: Organization Committee

Mary Kahl, introduced three Resolutions for potential changes to Faculty Governance By-laws. Dr. Kahl presented the Resolutions below and informed those present that this would be one of three readings of the proposed changes that are necessary before a vote could be taken.

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The General Education Board shall do the following:

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2. review and endorse plans that reflect best practices in GE curriculum assessment.
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Minutes from GE Board meetings will be distributed to the Curriculum Committee, the Provost, the Registrar, the faculty governance secretary, and Academic Computing.

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

Second reading on these proposals will occur at the March 13 Faculty and Professional Staff meeting.

7. Report of the Presiding Officer:

Stated that the master list of committee members is being finalized.

Reported that representatives of Faculty governance are meeting with the President's policy group (Wonks) to develop the process for budget reduction.

Reported that CAS made a presentation to the College Council, focusing on the cost of textbooks. Early notification to the bookstore of using books currently adopted, enables them to offer students a better buyback price.

Noted that Budget, Goals & Plans Committee has unanimously approved a Resolution regarding an environment entity and they will present it to at the March meeting of Faculty and Professional Staff.

Reported that five nominees were approved by CRAL to be recommended to the President for the Chancellor's Award this year. Following the SUNY guidelines, the extended committee include the President's appointee, Dr. Laurel Garrick Duhaney, the Presiding Officer, and a student representative.

Announced that plans are being formulated for GE IV.

The Presiding Officer's February Report is presented in Appendix C.

7. Unfinished Business

No unfinished business came before the Faculty.

8. New Business

No new business was introduced.

9. Adjournment

Simin Mozayeni adjourned the Faculty meeting at 4:38 p.m.

Respectfully submitted,

Edward J. Sullivan
Secretary

Appendix A
President's Report
Academic and Professional Faculty Meeting
February 13, 2009

First, I need to apologize for not being with you for our meeting. I'm part of a delegation of SUNY presidents slated to meet Friday afternoon with Senator Schumer in New York City. We intend to discuss how the State University can play a larger role in revitalizing the state economy and explore the prospects for directing federal stimulus funding to SUNY.

But before I shift to the budget—the topic on everyone's mind—there are a number of other significant items I'd like to share.

First-Year Retention: Vice President Rooney reports that our retention rate for fall 2008 freshmen returning this spring is an extraordinary 96%. This is a testament to how our entire campus community pitched in to serve the needs of a larger-than-expected freshman cohort. We knew back in August that taking the best care of this talented group was a key task; I'm proud that we've obviously succeeded. And I must note that I've been impressed with the energy, spirit and level of participation of our first-year students. They've shown up, *en masse*, for art events, sporting contests and team-building exercises—creating a more vibrant extra-curricular life on campus. As you know, however, we're aiming for a smaller freshman cohort this fall.

Enrollment: Reflecting the large freshman class, spring enrollments are at 7,560, up 3.4% compared to 2008. Freshman applications for fall 2009 are running 10% ahead of this time last year (presently at 14,321), pushing us even further into record territory. Transfer applications for fall 2009 are robust as well - currently running 28% ahead of fall 2008, at 1,263. This dramatic increase in prospective students will result in more rigorous admission standards for all applicants.

Use of Part-Time Faculty: I'm pleased to report that the percentage of courses taught by adjuncts dropped to 30.5% in fall 2008, down from 34% in fall 2007 and 37% in fall 2006. Looking back historically, Provost Lavallee tells me that when he came to New Paltz a decade ago, the percentage was close to 50%. With the progress we've made, New Paltz is no longer an outlier among SUNY institutions; we've met the System-wide goal of having 70% of instruction delivered by full-timers. I salute the Provost, Deans and Chairs for their diligence in bringing down these numbers. Now our challenge becomes maintaining these figures in parlous financial times.

Searches for a new Provost and a new Dean of Fine and Performing Arts: Both search committees are working hard and well to find talented candidates. The Provost search committee held off-campus interviews with seven candidates in early January; three finalists will interview on campus later this

month. The search committee for the Dean has completed telephone interviews with 10 candidates and has narrowed the field to a very strong pool of five or six candidates, who will visit campus in the coming weeks.

New Chancellor: As this report was being finalized, news broke of SUNY Central's appointment of a new Chancellor: Nancy Zimpher, currently the President of the University of Cincinnati. While I do not know Dr. Zimpher personally, I hear good things about her and I welcome this appointment. SUNY has badly missed the stability and stature of a permanent Chancellor; I'm looking forward to having a new boss who's an established academic leader, with deep-seated scholarly values.

Shuttle Bus: The Student Association, in conjunction with the college, the village, the town, the county, and the state, has created a bus service in New Paltz. The 30-minute loop runs from campus, through downtown to the shopping plazas, and back. Students, faculty and staff can ride for free—just by showing your college ID—because of the subsidies provided by the SA and the college (we are contributing the gasoline). This is a pilot program; it needs robust ridership to become permanent, so I urge you to take advantage of this service. Promoting public transit is a good way to protect our environment and reduce our individual and collective carbon footprints.

Construction: Our two major projects—renovation of Old Main and the addition to the Student Union—are proceeding well. So now we're working to line up and launch our next set of projects. The planning committee for the new science building, to be located at the corner of South Manheim and Plattekill, has finished its work. Thanks to Dean Jelski and his colleagues for thinking creatively about flexible space that will facilitate faculty-student collaboration in learning and research. The next step is to hire an architect for the building project.

We have just selected an architect for Phase I of the Campus Facilities Master Plan. This project includes the east-west Mohonk Walk, the greening of the main academic concourse and the greening of the Hasbrouck Quad. I'm eager for this project to begin soon, for it will have a dramatic positive impact on the appearance and feel of the central campus.

On a separate and more modest front, the Career Resource Center has moved from the 7th floor of the Haggerty Building to its new home in Humanities 105. This location in the heart of campus will help the Center serve students better and is consistent with our goal to prepare them for their lives and careers.

It is important to keep in mind that funding for our construction projects is separate and distinct from the college's budget for daily operating expenses, including salaries. These funding streams are not interchangeable. If we were to stop construction it would not generate dollars to support our daily work. It is SUNY's operating funds (not capital money) that have been the target of state cuts this year. So let me turn now to that topic.

State Budget: As Vice President DiStefano and I have written to you previously, the final magnitude of the state budget cuts for New Paltz depends on the 2009-10 budget negotiated in Albany. Currently, we face an envelope of cuts that in the best case would leave us with a deficit of \$3.9 million and in the worst case a deficit of as much as \$9 million—35% of the direct state support provided to our campus in 2007-

08! To put these deficits in context, the college's current spending plan is allocated as follows: 84% (\$51.6 million) for salaries; 6% (\$3.7 million) for utilities and 10% (\$6.4 million) for all other costs.

Since our last meeting in December, there have been several important budget developments:

- 1) The Governor issued a 2008-09 deficit reduction plan calling for a fourth cut to the State University that would be "filled" by a \$310 tuition hike this semester. But in a particularly troubling twist, the Governor proposed that 90% of the new tuition money go to the state's general fund and only 10% to SUNY.
- 2) Last week the Legislature approved the Governor's plan and the 90% sweep of tuition money. This was profoundly upsetting—especially since the Legislature insisted on eliminating a \$10 million cut to SUNY's community colleges but endorsed a \$68.5 million tuition sweep from the state-operated campuses.
- 3) For fiscal year 2009-10, the Governor is proposing at least two more cuts. The most disturbing of these is a cut that, again, would on its face be "filled" with a tuition increase of \$620. When added to the spring 2009 tuition increase, this is estimated to generate \$152.2 million in additional tuition revenue. This time the Governor is calling for 80% of the new tuition to be "swept" by the state for undesignated "general purposes," leaving just 20% to go to campuses for education.
- 4) The Governor is also proposing another recurring base cut of \$50 million to be filled from extant campus reserves. How the Governor intends to fill a base cut with one-time money is a mystery; more unfair, however, is the prospect that reserve funds accumulated by campuses like New Paltz to deal with financial emergencies might be raided to replenish other state coffers.

So what are we doing about this situation?

Externally, we are mobilizing political support to try to block the proposed sweep of 80% of new tuition dollars into the state's general fund. I've met several times with state legislators about this issue. To those who voted against the tuition sweep, I've extended my thanks. To those who voted for the sweep, I've bluntly expressed my incredulity and disappointment. But I have also decided to take a step I've never taken in my seven-plus years as New Paltz's president. I'm reaching out to faculty, staff, students, parents and alumni asking them to write to the state's political leaders on New Paltz's behalf and in opposition to this proposed sweep of tuition dollars. I do not take such action lightly; I believe public universities succeed in the long run by staying somewhat aloof and apart from the political fray. But in an unprecedented fiscal crunch like this, when many of our traditional legislative allies are silent or unhelpful, we need to muster all the pressure we can on the college's behalf. To make it easy, we've created a soon-to-launched Web site ([HYPERLINK "http://www.supportnewpaltz.com"](http://www.supportnewpaltz.com) www.supportnewpaltz.com) to help you advocate for the college. I expect UUP and CSEA will also pitch in as they see best in support of this effort.

Internally, you'll recall from my last report that the college's senior leadership team was crafting a process for making budget decisions. We've made excellent progress. Our planning started with a group of vice presidents, assistant vice presidents, deans and directors I've consulted with for several years now (and who self-deprecatingly refer to themselves as the "Policy Wonks" or the "Wonk Group"). As Presiding Officer Mozayeni has told you before, to deal with this financial mess we've expanded our

group to include several faculty governance representatives: the Presiding Officer, Chair of the Budget, Goals and Plans Committee Chris DeLape, and Chair of the Organization Committee Mary Kahl. This larger group (which I'm now calling the "Wonks+") has spent considerable time developing the process we'll follow this spring. A summary is attached. Two features are critically important for everyone to understand: (1) timing and (2) the various opportunities afforded the broader campus community for input and consultation.

With regard to timing, I need to remind you that the budget cuts for 2008-09 are already operative. To carry us through the remainder of this year, we're using a substantial chunk of our reserves, possibly as much as \$2.8 million. While one always hates to dip into a rainy day fund, the magnitude of the pending cuts and the necessity of taking the time to make smart choices certainly justify such spending now. But we need to do our planning while our community is still assembled and make decisions promptly because the cuts for 2009-10 will take effect this spring. So you'll note that our timeline has us finishing the budget plan in early May. I expect that in some cases, implementation of our final plan will take several years.

With regard to substance, we've tried to create a process that—in addition to the varied and very candid voices already around the table—gives the entire campus opportunities at several key junctures to share ideas and shape our responses. Vice President DiStefano has already written to everyone asking for revenue-generating and cost-saving ideas. The next and—perhaps most critical—moment for campus input will be soliciting reactions to the proposed criteria for decision making (more on that in a moment). Throughout the process, background information will be shared with faculty, staff and students on my.newpaltz.edu. When we have developed recommendations that affect particular units or functions, staff in those units will have an opportunity to discuss and even dispute the recommendations before they are revised or finalized. And there will be a public comment period on the budget plan before it is actually implemented. In all of these ways, we are trying to draw on the wisdom of our community. But we shall need to make some very hard choices, and we cannot shy from doing so.

Those of you who have been here a long time have seen the progress we've made in recent years. We're not going to turn back now, to dilute our quality by inaction, or passively let external events dictate our future profile.

With the above-described process in place, our faculty, administrative and academic leaders have turned their attention to setting ground rules for our deliberations. All our discussions will be shaped by the following considerations:

A commitment to New Paltz's quality and reputation must drive our decisions; we must maintain our forward momentum.

We must be willing to do what is right for the long-term health of the institution, even if it necessitates some uncomfortable change.

The process by which decisions are made must be aligned with our mission and be thoughtful and consistent.

We must focus on what is core to our mission—educating students—and look to cut/reduce peripheral activities.

Simple, across-the-board cuts are inconsistent with preserving quality; instead we must make choices and impose targeted cuts.

One-time savings can help, especially during a transition period, but base cuts must be met with base savings.

Given the magnitude of the budget cuts, we cannot solve our problem just with attrition or reductions in nonpersonnel expenses (e.g., supplies, utilities, travel); unfortunately, we must reduce the size of our workforce and scale back or eliminate some services.

All ideas, big and small, are on the table.

We will seek to eliminate duplication of services and effort across unit lines.

We will seek to leverage technology as much as possible.

Proposed actions must be assessed in terms of their impact on the state-appropriated operating budget (e.g., any new revenue source has to provide net relief, accounting for all costs, to that budget).

Communication (internal and external) must be a critical component of our plan.

Clearly there are some constraints that will limit our freedom of action in making budget decisions. For instance:

We must comply with legal, policy and contractual obligations.

We must adhere to our schedule; decisions must be made by the end of the semester.

We must maintain and meet our enrollment targets.

We must maintain an appropriate level of reserves.

We must not let deadlines pass (e.g., sabbaticals, hires, term reappointments, tenure).

We must continue to make critical expenditures/investments (personnel and equipment) in line with our mission.

As you can see from the attached process timetable, we need to develop the criteria that we'll actually use to make budget decisions. The best, most forward-looking, and most broadly accepted plans will come from evaluating data and making choices within the framework of such criteria. As soon as we have a draft set of criteria, we'll share them with the community for comment, criticism, amendment, refinement, substitution and improvement. In short, we need your thinking on this central aspect of the process. We shall write to you again shortly about this.

It's undeniable that our college, SUNY, New York State and the nation are facing almost unprecedented financial challenges. That may seem frightening. But such fear has to be tempered by the recognition that colleges are extraordinary long-lived and resilient institutions. Great colleges—and New Paltz must be one of these!—use even difficult times to make smart choices and build long-term strength. So we'll take advantage of this challenge to find ways to work smarter and more creatively across disciplinary and functional boundaries. We'll use this period to think about what we do that is most important—and conversely, what tasks we do that might no longer be necessary. Unlike some other institutions, and maybe even unlike this institution in the past, we're going to position ourselves so that when the recession ends, we're ready to make immediate progress rather than just trying to recoup ground we've lost. I'm confident we have the right set of people and the right process in place to help us achieve this end. I look forward to further conversations and to your help.

Appendix B

Report of the University Faculty Senator

151st Plenary Meeting

SUNY Morrisville

February 5-7, 2009

Announcements

- The University Faculty Senate's 151st Plenary Meeting was dominated by the discussion of the new chancellor and of the budget crisis. By now, you all know that Nancy Zimpher, a teacher-educator, and former president of the University of Cincinnati, has accepted the position at a salary equivalent to \$540,000 per year. Carl Weizalis, the president of the University Faculty Senate, served as the faculty representative on the search committee.
- In honor of SUNY's 60th anniversary this year, the university is hosting a scholarly conference on the history of SUNY on April 3-5 at the University at Albany. One of New Paltz's eminent scholars, Gerald Benjamin, is on the program. The registration deadline is March 16th and can be completed at the following site, www.suny.edu/provost/2009ScholarlyConference.cfm

A pdf copy of the conference brochure is attached to this message.

- The University Faculty Senate has formed a committee, under the leadership of Janet Nepkie of SUNY Oneonta, to study the possibility of more involvement for the faculty and the university in the field of ethics. The committee is titled, Committee on Professional Behavior, Ethical Conduct, and Institutional Integrity. They will be sending out three surveys, with the first one coming to everyone on the 27 state-operated campuses. It will be a three-stage effort:
 1. Survey to Identify Existing Ethics Concerns – to all SUNY Sectors to ascertain existing concerns and top plan seminars, webinars or other programs.
 2. Survey to Identify Existing Ethics Policies – to all CAO's in early summer.
 3. Establishment of a SUNY Ethics Institute with a website similar to those on many other campuses.

The committee has found that SUNY is behind other universities in this area. Many already have such institutes, some for decades.

- The Senate is also forming sustainability focus groups to advise the Senate on how faculty can support sustainability across the university. The University Faculty Senate is seeking nominations for leaders of these groups. SUNY is the largest consumer of energy in the state of New York. Focus group themes will include: Science, Technology, and Engineering, Education, Social Justice and Global Issues, Policy and Law, Economics, Finance and the business of Energy, Buildings, and Physical Plant Operations, Service Learning, Community Outreach, and Volunteerism, Health.
- There is a new transfer and articulation website, as ordered by the Board of Trustees and finalized by the Joint Committee on Transfer and Articulation. Its address is:
<http://www.suny.edu/student/cmpCreditEquiv/>

Budget

Jim Van Vorst, SUNY's Interim CFO gave a grim report. The Governor is campaigning for the budget to be passed by March 1st, lessening our chances to achieve changes.

The SUNY budget, along with the open letter to the NYS Legislature from Carl Hayden and Carl McCall is attached. It is based on four pillars:

- Proper Funding,
- Flexibility,
- The ability to act on opportunities and join forces with other entities.
- Rational Tuition Policy

You have all heard about the tuition increase and its erasure by the legislature and the governor. The bottom line is that the 90%/10% split actually is more than a 100% equivalent reduction and the net decrease to the SUNY budget of the tuition increase is a \$300,000 reduction to the SUNY budget. We're still pushing for all the tuition to stay in SUNY.

The state did fund the collective bargaining agreements.

OTPS was funded.

The energy funding increase is also in the state's budget. \$10 million.

A 16.5% reduction in hospital funding is in the 09-10 year. Some reductions in Medicaid will also affect our hospitals. In 09-10, the reduction is \$53 million.

The governor proposed that we raise graduate tuition by 21%. That would add up to a further reduction in our budget by \$10 million.

The governor also proposed that we should recoup \$7.8 million that was reduced in our state support by taking it from the Research Foundation. They also want us to recoup funds from IFR and other revenue sources.

University-wide programs are being cut by 50%. Empire Innovation – 15%, Student Assembly – 50%, Levin Institute. There is a net reduction university-wide of \$23 million.

The bottom line is that next year we are facing a potential \$271 million cut university-wide out of our of a \$1.6 billion dollar base next year.

Actions Taken by the Senate

The Senate passed three major resolutions at this plenary. When I receive the final wording, I will send it to you. Here, I will present the wording that I think we passed on the two major resolutions on consultation and assessment, and summarize the resolution on Farmingdale's request for a change of sector.

■ Resolution on Consultation and Collaboration

- Whereas the University Faculty Senate knows the current budget crisis is threatening the quality of public higher education in New York State; and
- Whereas the University Faculty Senate recognizes that the current fiscal crisis creates difficult choices for New York State and the State University; and
- Whereas the University Faculty Senate affirms our continued support for educational quality;

Therefore be it resolved that:

The University Faculty Senate calls for transparency and appropriate consultation between local administration and faculty governance prior to any major decision concerning allocation of resources that affects educational quality and curriculum.

Passed Unanimously

This resolution was the result of sector discussions in which senators voiced dismay at decisions such as 4-day class schedules and increases in class size at their institutions with no faculty consultation. These decisions were made in the name of cost-savings, but consultation remains a necessary part of governance, even in times of crisis.

■ **Resolution on Assessment Streamlining**

- ❑ Whereas the multiple layers of assessment and accreditation in SUNY represent redundant efforts that have often become counterproductive to teaching and learning, and
- ❑ Whereas those assessments are a costly use of faculty time and university resources, and
- ❑ Whereas those assessments represent a significant and real cost to the State University of New York, draining money from instruction and educational quality, and
- ❑ Whereas the UFS is committed to accountability, with evaluations that are efficient, effective, and applicable;

Therefore be it resolved that:

The University Faculty Senate recommends to the Provost that assessment be streamlined to reduce the multiple layers that now exist in SUNY and that

The Provost should work with the University Faculty Senate in Assessment Streamlining.

Passed Unanimously.

There is already movement at System Administration toward this goal of eliminating duplication. The Senate supports this reduction in duplication.

Resolution on SUNY Farmingdale

The Senate also unanimously passed a resolution supporting SUNY Farmingdale's choice to move from Group 4, Specialized and Statutory Colleges, to Group 3, Colleges of Technology/Agriculture.

Respectfully submitted,

Rose Rudnitski, University Faculty Senator

Appendix C

Report of the Presiding Officer

Highlights of governance activities since my last report on December 12, are as follows:

1. The Provost Search Committee met with 7 candidates in January. Subsequently, we selected the three finalists that will visit the campus during the next two weeks.
2. Governance representatives, Mary Kahl (Chair of Organization Committee), Chris DeLape (Chair of Budget, Goals and Plans), and I have been included in President's policy group—Wonks' discussions on formulating the ground rules, constraints and criteria for implementing the inevitable budget cuts our campus faces.
3. The Executive Committee and the Senate considered and endorsed the motions Organization Committee presented to you today.
4. I have attended the first meeting of the College Council. College Auxiliary Services (CAS) representatives presented an overview of their operation, with a special focus on the textbooks and their cost to students.

What is useful for the teaching faculty to know is that if we let the bookstore know before the end of each semester that we intend to use the same book, they can offer a better buyback price to students. With our collective effort we can help our students with the cost of their college education as many of them experience economic hardship resulting from layoffs in their families.

5. I am pleased to inform you that we have moved forward with creation of a standing committee of the Budget, Goals and Plans for implementing environmental standards on campus. On Tuesday, the committee unanimously approved that motion. I expect to have it before you for consideration in March.
6. I am please to inform you that the extended Committee on Research, Awards and Leaves (CRAL) has recommended to the President five nominees for the Chancellor's Award—three in teaching, one in faculty service and one in professional service.
7. A few hours ago, I learned that planning for GE IV is moving forward.

Academic and Professional Faculty Meeting

Friday, March 13, 2009

3:00-5:00

LC 102

Agenda

- 1. Call to order**
- 2. Approval of the minutes of February 13, 2009**
- 3. Announcements:**
 - Glenn McNitt: UUP President**
 - Others**
- 4. Report of the President**
 - Questions and Answers**
- 5. Report of the SUNY Senator: Rose Rudnitski**
- 6. Report of the Organization Committee: Second reading of three motions**
 - I. Motion for Reorganization of the Standing Committees of the Academic Affairs Committee [Brought with the approval of the Academic Affairs Committee, the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]**

Resolved: That the standing committees of the Academic Affairs Committee be reorganized as follows:

One: To collapse two of the standing committees of the Academic Affairs Committee—the Committee on Academic Appeals and the Committee on Academic Standing—into a single standing Committee, to be called the Standing Committee on Academic Appeals and Academic Standing (SAS.)

Two: To position the Standing Committee on Scholarship, currently a standing committee of the Academic Affairs Committee, as a subcommittee of the Standing Committee on Academic Appeals and Academic Standing (SAS.)

Three: To change the means by which the voting membership of the new Standing Committee (SAS) is constituted, from decanal appointment (and confirmation by the Academic Affairs Committee) to college-wide election, based on proportional representation, as stipulated in the Faculty By Laws.

Four: To change the manner by which the voting membership of the Subcommittee on Scholarship of the Standing Committee on Academic Appeals and Academic Standing (SAS) is constituted. Rather than decanal appointment (and confirmation by the Academic Affairs Committee), selection shall occur from among elected SAS constituents, eventuating in direct representation, as stipulated in the Faculty By Laws.

Five: To require that the Subcommittee on Scholarship report annually to the Standing Committee on Academic Appeals and Academic Standing (SAS).

Six: To require that the Standing Committee on Academic Appeals and Academic Standing (SAS) report annually to the Academic Affairs Committee.

II. Motions for inclusion of the GE Board in the faculty governance structure [Brought with the approval of the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

Resolved: That the GE Board be included in the faculty governance structure
as a standing committee of the Curriculum Committee.

Resolved: That members of the GE Board shall be elected from among the ranks of the full-time academic faculty to serve for up to two consecutive three-year terms.

Resolved: The GE Board shall oversee the General Education Curriculum.

The General Education Board shall do the following:

1. consult with departments/colleges on assessment plans for their components in the GE curriculum.
2. review and endorse plans that reflect best practices in GE curriculum assessment.
3. create opportunities for GE faculty development and mentoring.
4. propose modifications to GE requirements to the Curriculum Committee.

5. develop GE course approval guidelines in conjunction with the Curriculum Committee.
6. report to the Curriculum Committee annually.

The GE Board shall be composed of 13 elected members, 2 members from the Curriculum Committee, and 4 ex-officio members. Representation shall be based on the percentage of GE courses taught by each of the constituent units. Board members shall be elected from among the academic units as follows:

Education (1 seat), Liberal Arts (6 seats), Science and Engineering (2 seats), Fine and Performing Arts (2 seats), Business (1 seat), Library (1 seat).

Two members shall be selected to serve from among the elected membership of the Curriculum Committee.

Four ex-officio members, selected to serve in advisory capacities without vote, shall represent Academic Advising (1 seat), the Teaching/Learning Center (1 seat), the Office of Institutional Research (1 seat), and the Provost's Office (1 seat.)

Minutes from GE Board meetings will be distributed to the Curriculum Committee, the Provost, the Registrar, the faculty governance secretary, and Academic Computing.

III. Motion for expansion of membership of the Executive Committee [Brought with the approval of the Organization Committee, the Executive Committee and the Academic Senate (1/30/09)]

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

7. **Report of the Presiding Officer**
8. **Unfinished Business: None**
9. **New Business**
10. **Adjournment**

Academic and Professional Faculty Meeting Minutes

March 13, 2009

1. Call to order

The meeting was called to order by Presiding Officer, Simin Mozayeni, at 3:10 p.m. in Lecture Center 102.

2. Approval of the minutes of February 13, 2009

The Minutes of the February 13, 2009 Academic and Professional Faculty Meeting were accepted as presented.

3. Announcements:

Glenn McNitt reported on a recently held Lobbying day and informed the members of plans for future lobbying sessions.

Dean Salavitarbar announced plans for the Annual Clean-up Day to be held on April 1 and invited participation by the entire campus community.

Rachel Rubin spoke of the Distinguished Speaker Series and announced that tickets are on sale for the next program which will feature Jonathan Alter on April 29.

Simin Mozayeni announced that the Chancellor's Student Service Award will be presented this year to New Paltz's Ben Olsen, President of the Student Association.

4. Report of the President

President Steven Poskanzer echoed the call for avid participation for the April 1 Annual Clean-up Day.

The President spoke about the recent New York Times article and the number of applications for admissions to SUNY New Paltz. He noted that the admissions will focus on the academic preparation of candidates, the interest in obtaining a diverse student body, and the need to approximate a class size that is not too big nor too small.

In response to a question about budget, the President stated a need for a thoughtful, consultative process that is based upon pre-established criteria. He plans on making public budget implications toward mid-April. In response to another question, the President stated that no decision has yet been reached as to the elimination of any instructional program or termination of any instructional Faculty.

Issues of snow removal and its impact on safety were raised by several Faculty. The President and vice-President (DiStefano) explained the process for making decisions on inclement weather days and the priorities for snow removal. The Administration conducts a de-brief of procedures after a major storm. Faculty and staff were asked to inform Operations upon noticing any unsafe condition.

Please see Appendix A for the full report.

5. Report of SUNY Senator

Rose Rudnitski, SUNY University Faculty Senator, reported on a Resolution related to Faculty and Student Research that was discussed at the February 6, 2009 SUNY Plenary Meeting. She also noted that there was no action taken at that meeting relative to the University of Buffalo's proposal #2020 seeking to become independent form the SUNY system.

Dr. Rudnitski urged support for the SUNY 60th Anniversary Conference, *Promise of Higher Education in America* (April 3 – 5) and urged Faculty response to a pending survey from the Professional Behavior and Ethics Committee.

Please see Appendix B for the full report.

6. Report of the Organization Committee

Simin Mozayeni reported for Mary Kahl, Chair of the Organization Committee, and conducted the second reading of the Organization Committee's three motions for revising the By-laws. If approved, the three standing committees of the Academic Affairs will be restructured to form a single standing committee; the GE Board will be a standing committee of the Curriculum Committee; and the VP of the Academic Senate will be eligible to serve on the Executive Committee.

The following are the proposals that Dr. Mozayeni shared at this meeting:

I. Motion for Reorganization of the Standing Committees of the Academic Affairs Committee [Brought with the approval of the Academic Affairs Committee, the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

Resolved: That the standing committees of the Academic Affairs Committee be reorganized as follows:

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Three: To change the means by which the voting membership of the new Standing Committee (SAS) is constituted, from decanal appointment (and confirmation by the Academic Affairs Committee) to college-wide election, based on proportional representation, as stipulated in the Faculty By Laws.

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Five: To require that the Subcommittee on Scholarship report annually to the Standing Committee on Academic Appeals and Academic Standing (SAS).

Six: To require that the Standing Committee on Academic Appeals and Academic Standing (SAS) report annually to the Academic Affairs Committee.

II. Motions for inclusion of the GE Board in the faculty governance structure [Brought with the approval of the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

Resolved: That the GE Board be included in the faculty governance structure as a standing committee of the Curriculum Committee.

Resolved: That members of the GE Board shall be elected from among the ranks of the full-time academic faculty to serve for up to two consecutive three-year terms.

Resolved: The GE Board shall oversee the General Education Curriculum.

The General Education Board shall do the following:

1. consult with departments/colleges on assessment plans for their components in the GE curriculum.
2. review and endorse plans that reflect best practices in GE curriculum assessment.
3. create opportunities for GE faculty development and mentoring.
4. propose modifications to GE requirements to the Curriculum Committee.
5. develop GE course approval guidelines in conjunction with the Curriculum Committee.
6. report to the Curriculum Committee annually.

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Minutes from GE Board meetings will be distributed to the Curriculum Committee, the Provost, the Registrar, the faculty governance secretary, and Academic Computing.

III. Motion for expansion of membership of the Executive Committee [Brought with the approval of the Organization Committee, the Executive Committee and the Academic Senate (1/30/09)]

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

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

A third reading and vote on the se proposals will occur at the April Academic and Professional Faculty meeting.

7. Report of the Presiding Officer

Simin Mozayeni reported on several items. They are:

- a. The Provost Search Committee has completed interviews and is made its recommendations to the President. An announcement as to the next Provost is expected toward the end of March.
- b. Faculty governance is represented on the President's Policy Work Group for budget deliberations
- c. Further discussion will be needed regarding the Academic Senate's proposal for a campus-wide conversion of credit
- d. President Poskanzer and Vice-President DiStefano met with members of the Executive Committee relative to the budget
- e. Budget and Goals Committee is making a recommendation regarding the Environment Committee to the Organization Committee
- f. Budget and Goals has submitted its recommendations on next year's budget to the President
- g. A Middle states Committee is being organized by Dr. Laurel Garrick-Duhaney, Associate Provost. A report will be given to the Faculty in April 2009. Dr. Mozayeni reminded Faculty that a section of the Middle states report is on governance.
- h. A Space Utilization Committee is being established as part of the Construction Management Fund's protocol before setting a long-range facility master plan. Governance will have three representatives to this committee.

Dr. Mozayeni responded to a question from Faculty and re-iterated that no budget decisions regarding instructional departments have been made. President Poskanzer stated that discussions have occurred relative to non-instructional areas.

In response to a question about the Space Utilization Committee, it was made clear that this is a SUNY central requirement.

Please see Appendix C for the full report.

7. Unfinished Business

No unfinished business came before the Faculty.

8. New Business

Professor Sperber supported the President's statement for admitting students that will lend to the diversity of New Paltz. He urged Faculty to take action urging the

Governor and legislators to use the entire projected tuition increase for SUNY and not to defray expenses for other governmental departments.

9. Adjournment

Simin Mozayeni adjourned the Faculty meeting at 4:10 p.m.

Respectfully submitted,

Edward J. Sullivan

Secretary

Academic and Professional Faculty Meeting

Friday, April 17, 2009

3:00-5:00

LC 102

Agenda

- 1. Call to order**
- 2. Approval of the minutes of March 13, 2009**
- 3. Announcements:**
 - Glenn McNitt: UUP President**
 - Others**
- 4. Report of the President**
 - Questions and Answers**
- 5. Report of the Organization Committee: Last reading of three motions**
 - I. Motion for Reorganization of the Standing Committees of the Academic Affairs Committee [Brought with the approval of the Academic Affairs Committee, the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]**

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as a standing committee of the Curriculum Committee.

Resolved: That members of the GE Board shall be elected from among the ranks of the full-time academic faculty to serve for up to two consecutive three-year terms.

Resolved: The GE Board shall oversee the General Education Curriculum.

The General Education Board shall do the following:

1. consult with departments/colleges on assessment plans for their components in the GE curriculum.
2. review and endorse plans that reflect best practices in GE curriculum assessment.
3. create opportunities for GE faculty development and mentoring.
4. propose modifications to GE requirements to the Curriculum Committee.
5. develop GE course approval guidelines in conjunction with the Curriculum Committee.
6. report to the Curriculum Committee annually.

Academic and Professional Faculty Meeting Minutes

April 17, 2009

1. Call to order

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

2. Approval of the minutes of March 13, 2009

The Minutes of the March 13, 2009 Academic and Professional Faculty Meeting were accepted as presented.

3. Announcements

Dr. Karen Bell announced that there will be Graduate Faculty meeting on Friday, May 8. Further details will be forthcoming.

Ben Olsen, President of the Student Association, reported that the student association is finalizing its budget for the next academic year. It is anticipated that there will be funding for undergraduates and graduate students to do research with faculty.

4. President's Report

President Poskanzer shared observations as to the sadness surrounding the status of the State budget and the State increasing tuition for students and proceeding to

use 80 % of the increase for non-SUNY operations. For New Paltz, a process was followed. The resulting budget plan is for the long-range health of the institution. There are targeted cuts; however, there was a sincere attempt to protect what is core to the institution.

The President then opened the meeting to questions. Questions were asked about the suspension of Masters for Spanish and French and the projected savings. Provost Lavalley responded that the budget gap was filled by seeking \$5000 and \$10,000 items after any major savings were found. The two language programs will be suspended due to low enrollments and high costs to operate them.

Glenn McNitt observed that 71 faculty will be losing their positions. This is equivalent to approximately 10 % of the total faculty. UUP questions the amount of deficit. He suggested that the plan takes into account the \$1.9 million of salary increases. The union will review the proposed plan, study the data, and will make recommendations. Full procedural rights will be protected for those who will be terminated. Regarding impact of proposed increases to fees, the UUP can negotiate their impact. Dr. McNitt encouraged others to respond during the period of time set aside for comment.

The President stated that there are moral and legal constraints inherent in this budget plan and they will be seriously observed. The Administration will comply with all contracts.

Dr. Elaine Hofstetter stated that New Paltz is the only college in Mid-Hudson that offers a Master's degree in math. She asked as to how the faculty responds to alumni or teacher candidates who want to attend New Paltz for their Master's degree. The President responded by noting that graduates currently in the program may finish. The College will take the opportunity to re-build the programs to attract a greater number of students. The College wants more robust programs and enrollments and will need to re-cast programs to make them more student – oriented. The suspension of these program is for 2 years to give adequate time to re-build.

In response to a question as to whether or not the College will be fulfilling its mission, the President noted that the core of the institution will be protected and that the State does not fund us at a level to provide all programs for all people.

A faculty member stated that the budget decisions are short-sighted by not providing highly qualified teachers to serve the broader community. The President responded by stating that the College needs to be more long-sighted by re-casting programs to attract more candidates and to provide for the region.

Dr. Lavalley stated that we are not making a big difference with so few enrollees and Graduates. Because the budget situation is real. The College will not start new cohorts but will honor programs for those currently enrolled.

Dean Robert Michael remarked that program elimination is not the correct term. The option of re-thinking programs and attracting new students has to be the way to proceed.

Dr. Eugene Heath asked if parties were given an opportunity to discuss proposals prior to the public announcement.

President Poskanzer answered in the affirmative and added that not everyone was involved except for those who have a major stake in the pertinent decision. He added that enrollment and graduate data were examined and were major factors in making decisions. He acknowledged that perhaps the administration was not perfect in communicating with everyone; however, those who were effected in a major way were contacted.

Dean James Schiffer noted that a thoughtful process was implemented and that the process will continue. To have been premature with announcements would have been disruptive and unhealthy. Asking how to re-cast programs is the right position to take now.

Dean of Graduate Programs, Dr. Laurel Garrick-Duhaney, spoke that questions about increasing the enrollments in graduate courses/programs are on-going and will be focused on improving the quality of programs. She said that she contacted many of the students who are affected by recent decisions to suspend programs and has offered them other programs.

Dr. Peter Brown asked about piggy-backing undergraduate and graduate courses. Dean Schiffer responded that the College has been piggy-backing and, to some degree, the concept has diluted the graduate program.

In response to a question as to how SUNY New Paltz will avoid the “stain and shame of cuts,” President Poskanzer stated that we are not stopping faculty hiring similar to many other institutions.

A faculty member observed that SUNY should be responsive to the needs of the region. Nursing is needed. Other programs are not as needed in the college. Nurses will soon be required to receive a BA. And this need can be met by New Paltz.

President Poskanzer acknowledged that the requirement of a BA degree for nursing is a possibility. State legislature needs to decide and has not.

Another faculty member asked if there will be more “hits” announced. The President said that June is time for tenure decisions. These will not be constrained by finances. The administration is not aware of any more imminent negative financial decisions. There is a process and ground rules to help guide the future. The economy of the college has been positioned for the future.

Provost Lavalley outlined some changes for future semesters. One such measure is to increase class size for undergraduate courses, etc. to reduce part-time faculty. Also, new faculty will not have course release reduction benefit.

In response to a question by Dr. Karen Bell as to why some faculty have had to make more sacrifices than

others (e.g. sabbaticals), Dr. Lavalle stated that no one was targeted. Sabbaticals are not being offered by some institutions. We can offer a limited number but we can only do so for one semester.

Mr. Richard Bodenshantz commented that New Paltz has a plan for dealing with the financial situation whereas several other institutions do not.

Dr. Paul Zuckerman noted that programs in his department have recently been under-enrolled and thanked other departments for providing for the students and faculty by arranging for them to become part of other departments.

Dr. Heath noted that nursing enrollments appear to be increasing. He asked how that observation impacted the decision. He also inquired about re-appointments and contractual commitment.

Provost Lavallee said that enrollments in the nursing program were low before and that the recent increased **level** still means an overall low enrollment. The cost per student is very high. The College cannot assume a re-appointment and is not breaking contract. The College will comply with UUP contract.

Vice-President DiStefano stated that 45 of 71 positions to be cut are voluntary due to attrition and/or retirements. There are also some new hires that reduce the 71 number.

Dr. Brown commented that the number 71 does not include the 40+ adjuncts.

Dr. McNitt argued that a good institution needs to retain a costly, successful, needed program. We do have an obligation to our part-time and adjuncts faculty. It is revenue we should be thinking about.

President Poskanzer stated that we do have several small departments. We are all aware of the human considerations. The College has explored revenue increases and is looking for the day when there will be smarter policy decisions made in the State.

The President acknowledged the difficult times and urged that our community be maintained. New Paltz is strong. The College may have had a temporary setback but will be stronger as a result.

5. Motions from the Organization Committee

Consideration of the motions from the Organization Committee was postponed to the next faculty meeting. Dr. Kahl had to leave the meeting and could not be available to present these motions.

6. New Business

Presiding Officer Mozayeni called for nominations from the floor for SUNY Senator. None were forthcoming. She announced that Dr. Rose Rudnitski was previously nominated and has accepted the nomination.

Additional nominations are due by April 26 and the election begins on April 28th.

7. Presiding officer's Report

Due to the length of the meeting, Presiding Officer Mozayeni announced that she will electronically forward her report to all members.

The meeting was adjourned at 4:40 pm.

Respectfully submitted,

Edward J. Sullivan
Secretary

Appendix A

President's Report

Academic and Professional Faculty Meeting

April 17, 2009

Since I've already sent you a lengthy message this week outlining our proposed budget plan, I'll make my report for this month very brief. I'd like to focus on some upbeat news about members of our community who are being singled out for much-deserved praise.

You'll recall that recently I announced Keqin Li's promotion to Distinguished Professor, SUNY's highest scholarly honor. Today, I am pleased to announce that our campus has six Chancellor's Award winners this year. Last October, I expressed the hope that we'd nominate more of our talented colleagues for these prestigious awards. You responded wonderfully, and now we have a full cohort of individuals who we will recognize at the May Commencement with a medal and appropriate accolades.

Please join me in congratulating the newest New Paltz holders of the Chancellor's Award for Excellence in Teaching:

- Kris Backhaus (Business), who is well known for helping her students achieve at higher levels.
- Dan Freedman (Chemistry), who has helped drive the creation of our undergraduate research program.
- Glenn Geher (Psychology), who is known for his exceptional generosity in guiding students' intellectual growth.

We can also salute the latest recipients of the Chancellor's Award for Excellence in Service:

- Rose Rudnitski (School of Education), who has invested phenomenal effort representing faculty views and taking leadership roles on behalf of her colleagues.
- Chris DeLape (School of Fine and Performing Arts), whose intelligence, work ethic and organizational skill have made her an invaluable member of that school's leadership.
- Jenelle Kelsey (University Police), whose energy and enthusiasm are always directed to serving students—and who exhibited great heroism in saving a student's life.

All of these colleagues do New Paltz proud.

In one other bit of news, the time has come for us to begin planning for our 2011 Middle States reaccreditation. As long-time campus veterans will recall (it's been 10 years since our last journey down this particular road), we begin by conducting a self-study of the College. Provost Lavalley and I are grateful to Professor and Associate Provost Laurel Garrick Duhaney (Special Education) and Professor Linda Greenow (Geography), who have agreed to chair the self-study Steering Committee. The College's liaison from Middle States, Dr. Robert Schneider, will be on campus April 27 to meet with the Steering Committee and to help us think about how to sharpen our goals for the self-study and our assessment of those goals. Let me extend my appreciation in advance for the energy and time many of you will put into this process as it unfolds.

I look forward to seeing you on Friday.

Academic and Professional Faculty Meeting

Thursday, May 8, 2009

10:00-12:00

LC 102

Agenda

1. Call to order
2. Approval of the minutes of Academic and Professional Faculty, April 17, 2009
3. Announcements:
 - a. Glenn McNitt: UUP President
 - b. Students Association President: Ben Olsen
 - c. Others
4. Report of the President
5. Report of the SUNY Senator: Rose Rudnitski
6. Report of the Presiding Officer: Simin Mozayeni
7. Annual Committee Reports:
 - Academic Affairs: Stella Deen
 - Budget, Goals and Plans: Chris DeLape
 - Committee on Research, Leaves and Awards: Melanie Hill
 - Curriculum Committee: Susan Lewis
 - Education Technology: Susan DeMaio
 - Organization Committee: Mary Kahl
8. Old Business:

Report of the Organization Committee: Last reading of three motions

I. Motion for Reorganization of the Standing Committees of the Academic Affairs Committee [Brought with the approval of the Academic Affairs Committee, the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

Resolved: That the standing committees of the Academic Affairs Committee be reorganized as follows:

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Academic Appeals and Academic Standing (SAS.)

Two: To position the Standing Committee on Scholarship, currently a standing committee of the Academic Affairs Committee, as a subcommittee of the Standing Committee on Academic Appeals and Academic Standing (SAS.)

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Five: To require that the Subcommittee on Scholarship report annually to the Standing Committee on Academic Appeals and Academic Standing (SAS).

Six: To require that the Standing Committee on Academic Appeals and Academic Standing (SAS) report annually to the Academic Affairs Committee.

II. Motions for inclusion of the GE Board in the faculty governance structure [Brought with the approval of the Organization Committee, the Executive Committee, and the Academic Senate (1/30/09)]

Resolved: That the GE Board be included in the faculty governance structure as a standing committee of the Curriculum Committee.

Resolved: That members of the GE Board shall be elected from among the ranks of the full-time academic faculty to serve for up to two consecutive three-year terms.

Resolved: The GE Board shall oversee the General Education Curriculum.

The General Education Board shall do the following:

1. consult with departments/colleges on assessment plans for their components in the GE curriculum.

2. review and endorse plans that reflect best practices in GE curriculum assessment.

3. create opportunities for GE faculty development and mentoring.

4. propose modifications to GE requirements to the Curriculum Committee.

5. develop GE course approval guidelines in conjunction with the Curriculum Committee.

6. report to the Curriculum Committee annually.

The GE Board shall be composed of 13 elected members, 2 members from the Curriculum Committee, and 4 ex-officio members. Representation shall be based on the percentage of GE courses taught by each of the constituent units. Board members shall be elected from among the academic units as follows:

Education (1 seat), Liberal Arts (6 seats), Science and Engineering (2 seats), Fine and Performing Arts (2 seats), Business (1 seat), Library (1 seat).

Two members shall be selected to serve from among the elected membership of the Curriculum Committee.

Four ex-officio members, selected to serve in advisory capacities without vote, shall represent Academic Advising (1 seat), the Teaching/Learning Center (1 seat), the Office of Institutional Research (1 seat), and the Provost's Office (1 seat.)

Minutes from GE Board meetings will be distributed to the Curriculum Committee, the Provost, the Registrar, the faculty governance secretary, and Academic Computing.

**III. Motion for expansion of membership of the Executive Committee
[Brought with the approval of the Organization Committee, the Executive Committee and the Academic Senate (1/30/09)]**

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

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

- 9. New Business: University Faculty Senator Election
- 10. Adjournment



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

May 8, 2009

Call to order

The meeting was called to order by Presiding Officer Simin Mozayeni, at 10:08 AM in Lecture Center 102.

Approval of the minutes of April 17, 2009

The Minutes of the April 17, 2009 Academic and Professional Faculty Meeting were accepted as presented.

Announcements

Professor Glenn McNitt announced that on May 7th, subsequent to a press conference held earlier in the day to highlight the plight of the college's Nursing Program, the UUP Executive Board met with members of the administration at a Labor/Management meeting. Mr. McNitt stated the administration will not reconsider its decisions to terminate the Nursing Program and suspend certain graduate-level programs. However, UUP intends to continue pursuing both the termination and suspension issues.

Ben Olsen, President of the Student Association was not present to make an expected announcement regarding funding for student research.

Professor Eugene Heath made an announcement regarding a "Friends of the Library" program to honor outstanding graduates. Additional information about the program has already been made available via email.

Dr. David Lavalley's service to the college in his capacity as Provost was honored with a resolution (accepted unanimously), a brief musical interlude, and a standing ovation from everyone present. All agreed that he is the very model of a New Paltz man.

Report of the President

President Poskanzer reported the college has met its enrollment target for the incoming fall class. He thanked not only the admissions team but all faculty and staff involved for bringing about this achievement. The President then opened the meeting to questions.

Professor Paul Zuckerman asked for clarification of a remark in the President's report that indicates the "...size of this incoming class puts New Paltz right at the level where we will receive the maximum

amount of state support...” The President deferred to Mr. David Eaton, who briefly explained SUNY’s funding formula. In light of this explanation, Professor Zuckerman then asked if the college actually lost money when it recently admitted a far larger than expected freshman class. Mr. Eaton indicated that the additional revenue was essentially offset by the additional expense of supporting the larger student population. Thus, the college only broke even. The President's report is Appendix A.

Report of the SUNY Senator

Professor Rose Rudnitski briefly summarized information in her report of 12:25 AM, May 8th. High points included the Collegiate Learning Assessment (CLA), two resolutions from the recent Plenary Meeting of the Senate held at the University of Buffalo, and two budget-related memos. The first memo was a draft plan for the overall SUNY budget, which was shared only for discussion purposes. The second memo was from the SUNY budget office to the State Budget Office detailing how SUNY campuses are attempting to deal with funding shortfalls. New Paltz is the only campus that has already developed and released its plan for dealing with the shortfall. Professor Rudnitski then closed with an announcement regarding a seminar and webcast about funding of proposals that is being conducted by the Levin Institute. The full report is presented in Appendix B.

Report of the Presiding Officer

Presiding Officer Mozayeni discussed elections within the divisions and indicated there are a number of vacancies that need to be filled. Further, she has developed guidelines for the conduct of such elections. The information is posted on the Governance website and shared with divisions Presiding Officers and deans/directors. She went on to acknowledge Ben Olsen’s contribution in ensuring the various committee positions open to students were filled.

Presiding Officer Mozayeni discussed the upcoming Middle States Accreditation process. A Middle States representative has already made an initial visit to the college and appears to have been favorably impressed with the Self Study Plan.

There is a handbook being developed by the SUNY Campus Governance Leaders to assist newcomers to faculty governance. The campus governance leaders will also be surveying campuses to learn how faculty governance operates at the various four-year institutions across the system.

In '09-10, faculty governance here at New Paltz will focus on, among other things, issues such as creation of departmental by-laws, collection of the existing ones and posting them on Governance website, evaluation of MCs besides deans, as charged by the Faculty By-laws; preparations for Middle States Accreditation, General Education 4, and space utilization.

Presiding Officer Mozayeni concluded her remarks by thanking all committee chairs, committee members, and our faculty senator, the Executive Committee and Prof. Ed Sullivan, Secretary Faculty, for their hard work during the past year. Furthermore, she thanked Chris DeLape and Mary Kahl for their leadership, chairing the Budget, Goals and Plans and Organization committees, respectively, as they complete their four-year terms on these committees. The Presiding Officer's report is presented in

Appendix C. A motion was then made to change the order of the agenda. Motion to conduct “old business” before presentation of committee reports was approved by vote.

Old Business

Professor Mary Kahl, Organization Committee Chair, presented three motions (outlined in Presiding Officer Mozayeni’s agenda) for their final reading. There was no additional discussion on any of the motions, and all three were approved when put to a vote. “Old business” having been concluded, announcements resumed with the reading of annual committee reports.

Annual committee reports included the following:

- 1. Academic Affairs: Professor Stella Deen**
- 2. Budget, Goals and Plans: Chris DeLape**
- 3. Curriculum Committee: Professor Susan Lewis**
- 4. Education Technology: Susan DeMaio and Rebecca Adae**
- 5. Organization Committee: Professor Mary Kahl**
- 6. Research, Scholarship and Creative Activities (RSCA): Professor Maureen Morrow**

Professor Melanie Hill could not be at the meeting. Her report will be rescheduled for fall.

As many of these reports had previously been made available, most were merely summarized by their respective chairpersons. Highlights included:

Academic Affairs/Professor Stella Deen, Chair: Follow up questions to the report of the Academic Affairs committee included a discussion of online SEI and summer 2009 online pilot SEI's project. Prof. Deen indicated that the pilot project was not considered or approved by the Academic Affairs. Professor Eugene Heath asked for the report of the online SEIs for Summer 2008. He expressed the concerns many faculty members have with changing the mode from paper to online.

Simin Mozayeni alluded to her conversations with the Provost and Dr. Andrews on more than one occasion (and as indicated in her reports and the minutes of faculty meetings) that faculty will be presented with the proposal for consideration of changing the mode of SEIs surveys from paper to online.

Curriculum Committee/Professor Susan Lewis, Chair: There are five anticipated vacancies coming open on this committee, so new members will be needed. Also, the committee is trying to make it possible to more easily determine how far along proposed courses are in the approval process. Also, there is a backlog of course awaiting approval.

There was a question regarding courses approved here at New Paltz being “bounced” at SUNY-level. Provost Lavalley indicated that has indeed happened in the past, but the college is working with SUNY to improve communications within the approval process.

Education Technology/Becky Adae & Susan DeMaio, Co-Chairs: After briefly outlining a detailed plan

for evaluating “Angel” as a possible replacement for “Blackboard” Becky Adae announced that Blackboard had just purchased Angel. Apparently, the plan will now require some revision. In response to a question from the floor re: SCAP funding, Susan DeMaio indicated the committee did not have any hard information re: whether such funding would be restored in the future after being suspended this year. It was later reported that the funding has been restored for next year.

Professor Maureen Morrow gave an update on Research, Scholarship & Creative Activities (RSCA). Fourteen of twenty proposals for undergraduate research in Summer '08 were funded. Thirteen proposals were funded in Spring '09. Funds were made available to cover the cost of student attendance at workshops and conferences. Update concluded with an invitation to an event being held later today – “Minds at Work: A Student Achievement Celebration Across the Disciplines.” All present were invited to attend.

For full reports please refer to Appendixes D, E, F, G, and H.

New Business

Professor Mary Kahl made a motion to approve by acclamation, the reelection of Professor Rose Rudnitski as the college’s University Faculty Senator. To no one’s surprise, said motion was immediately and enthusiastically so acclaimed.

Mary Kahl then thanked Presiding Officer Mozayeni for all her fine work as our Presiding Officer.

Meeting was adjourned at noon.

Ed Hanley

Faculty Secretary Pro Tempore

APPENIX A

President's Report

Academic and Professional Faculty Meeting

May 8, 2009

I'd like to start my final report of this academic year with some uplifting news about our incoming class.

Admissions Results (to date): Despite economic news that has engendered concern at many colleges and universities about their ability to enroll enough students and enough high-quality students, New Paltz is succeeding on both fronts. The recent *New York Times* piece accurately forecast that we'd get a surge of great students. Vice President Eaton informs me that we have met our target for fall 2009 with admirable precision. We expect 1,100 first-year students and 600 transfer students. The size of this class puts New Paltz right at the level where we will receive the maximum amount of state support to cover the costs of educating these students. Equally exciting, according to our preliminary numbers, the selectivity of the class is extraordinary. To give but one quick illustration, the percentage of students in the highest SUNY selectivity group has jumped from 34% in 2008 (itself a record high) to more than 40% this year. My congratulations and thanks to all of you who played a part in yielding these totals.

On another positive note, now that we've completed advanced registration for fall, our overall enrollment figures are up by 4% over this time last year (undergraduate enrollment is up 3%, while graduate enrollment is up 10%).

Faculty Hiring: I'm delighted to report that while many of our peer institutions in SUNY have decided to cancel faculty hiring due to their budget cuts, New Paltz plans to search for 15 faculty positions starting in fall 2010. Provost Lavallee and the Deans looked carefully at our critical needs in deciding where we should make these important investments in personnel.

As this year winds down and many of us scatter for the summer, I wanted to give those of you who will remain on campus a preview of what to expect over the next few months.

Construction: The hammers and dust will keep flying in June, July and August:

Work on Old Main is on schedule, with demolition and asbestos abatement completed. Major cuts in the masonry walls have been made and a new electric system is being roughed in.

The structural steel for the Student Union has arrived (members of the campus community are invited to put their mark on a steel beam for posterity!) Over the summer, we'll be able to watch the new structure rise over the concourse.

The third – and last! – phase of the multi-year high temperature hot water line project will proceed, with excavation and new pipes laid from Scudder Hall to Bouton Hall along the east side of the Smiley Arts Building.

On the residential end of campus, both interior upgrades and roof replacements will be made to several halls, and the Oscar's eatery in the Hasbrouck complex will undergo a much-needed facelift.

Cultural Events: M&T Charitable Foundation, the philanthropic arm of M&T Bank, has generously given the college \$20,000 to help support the major exhibition of Hudson River School paintings, which opens at the Dorsky Museum on July 11. This gift complements the \$143,000 federal earmark previously secured by Congressman Hinchey for this exhibit. The Dorsky will also mount its annual Hudson Valley Artists exhibition beginning June 13, focusing this year on environmental and ecological themes. Piano Summer begins on July 11. And of course, each week the campus will fill up with incoming students and their families for Orientation.

I was pleased to see many of you at the second installment of our Distinguished Speaker Series. Jonathan Alter, senior editor of *Newsweek*, offered an up-to-the-minute and close-to-the-action assessment of our new president's first 100 days in office.

Fulbright Awards: Congratulations to Professor Sue Books of Secondary Education on her Fulbright Award to Reykjavík, Iceland. Sue will be lecturing and conducting research on a comparative study of school policy involving immigrant students.

While New Paltz faculty regularly win these highly competitive awards, we achieved a special distinction earlier this month when one of our students garnered a Fulbright. Veronica O'Keefe, a graduating senior with a double major in philosophy and printmaking and a minor in Asian Studies, will travel to northeast China for 10 months to photograph farmers and farming.

Last but not least, as the season of end-of-the-year festivities arrives, our calendars will include several occasions to salute and fete David Lavalley as he steps down as Provost. I hope you'll join me at the reception for David next Wednesday from 2:00 to 4:00 p.m. in the College Terrace.

Good luck with finals—and final grading. I hope to see you all at Commencement, and have a wonderful summer!

APPENDIX B

Report of the University Faculty Senator May 8, 2009

Since our last meeting, I:

Attended and participated in the **Spring Plenary of the Faculty Council of Community Colleges on March 26-28**, hosted by Mohawk Valley Community College, in Cooperstown as a liaison from the University Faculty Senate;

The Faculty Council passed two resolutions on SUNY assessment, requesting that an alternative to the CCSSE be allowed since their results are made public and open to inter-campus comparison, and another requesting elimination of assessment duplication.

The Faculty Council also passed a resolution requesting that the recommendations of the Joint Task Force on Transfer be implemented immediately.

Attended and participated in a meeting of the **University Faculty Senate Undergraduate Committee on April 3, 2009** in Syracuse. We continued our work on the revision of the Guide for Evaluation of Undergraduate Programs.

On April 4th, I participated in a panel on the SUNY General Education Program at the conference: SUNY and the Promise of Higher Education, commemorating the 60th anniversary of SUNY. The revision of my short paper will be printed in the upcoming University Faculty Senate *Bulletin*.

Attended and participated in an **ongoing subcommittee of the GEAR to evaluate the Collegiate Learning Assessment (CLA)** as an option for assessing Critical Thinking for SUNY campuses to fulfill their SCBA mandated assessment. Since the CLA was not designed for our curriculum and its outcomes, but seems to loosely map to the CLA, I recommended that we pilot it with a few volunteer campuses before making any final recommendations. Community colleges are more likely to want to use tests rather than the SUNY rubrics applied to assignments, the preferred and more criterion-referenced assessment.

Attended and participated in the **University Faculty Senate's 152nd Spring Plenary from April 30 to May 2, 2009** at the University at Buffalo.

At this plenary we passed only two resolutions:

To **change SUNY Farmingdale's status from Group 4, Specialized and Statutory Colleges, to Group 3, College of Technology/Agriculture**. This was at Farmingdale's request, but the colleges of technology/agriculture expressed delight that a very large college in Nassau County would be joining their very upstate group. Farmingdale is bigger than the rest of the group combined.

To **create a standing committee of the University Faculty Senate on Ethics and Institutional Integrity**. This is an outgrowth of the Task Force on Ethics, which conducted a survey of the system last semester and reported the results at this plenary. I will share the results with you when I receive them electronically.

The reports were most interesting at this plenary and I will share them with you as soon as they can be

scanned. You will receive pdf files of the system's budget, a proposal on Open Access, and a pdf of a **memo from Michael Trunzo and Wendy Gilman of the SUNY budget office to Duffy Palmer, Director of State Operations**, detailing the plans of the comprehensive colleges and university centers to address their budget shortfalls. I will share this document on the document camera at tomorrow's faculty meeting as part of my report. New Paltz is the only campus listed by name while all the others are anonymous because we are the only campus that has a solidified plan that has been made public. The memo states that, in general:

Most campuses have implemented hard and soft hiring freezes

Campuses have used one-time funds that were designated for other purposes to maintain current program levels

Developing additional revenue streams where possible

Some campuses are reducing enrollment to funded levels

Many campuses have not renewed temporary appointments

Vacancies and non-renewals have led many campuses to reduce course offerings or eliminate sections, leading to larger classes

High operational costs programs in high needs such as health care, nursing and engineering will be limited or eliminated

Campuses have reduced equipment, library acquisitions and travel

Some campuses have reduced scholarship funds or funding for student employment (The above is quoted directly from the memo.)

I promise to get this entire document to you as soon as I can get it scanned.

Jim Van Voorst's budget report was very informative, but offered little comfort. There is no evidence of additional funds coming to SUNY this year. The budget document will be included in my report at the faculty meeting.

Cary Hatch, Assistant Provost for Library and Information Services, gave a presentation on Open Access Publication. A background article and FAQ are attached to this report. Open access will save the university a lot of money and he is advocating for it.

The University Faculty Senate sponsored a **seminar and webinar on governance and leadership skills for faculty** on April 30th. The presentations are available on the UFS website. Please visit it for more information. HYPERLINK "http://www.suny.edu/facultySenate/" <http://www.suny.edu/facultySenate/>

The Levin Institute is sponsoring a seminar and also a webcast on Friday, May 29, 2009 on Getting Your Proposal Funded. It will be held at the Levin Institute, 116 East 55th Street, NYC or concurrently on the web. Please see the UFS website to register or participate.

Please accept my warmest wishes for a productive, restful summer.

Respectfully submitted,

Rose Rudnitski, University Faculty Senator

APPENIDX C

Report of the Presiding Officer

Academic and Professional Faculty Meeting

May 8, 2009

Report of the Presiding Officer

Highlights of governance activities since my report on April 17 are as follows:

I. Division Elections and Campus-wide Election for University Senate Seat:

1. I have received the election results for the School of Business and the College of Arts and Performing Arts, and have moved them forward to the Organization Committee for certification.
2. The College of Liberal Arts and Science is in the process of completing their election. By the virtue of its size, the LA&S is allotted the largest number of seats on various central committees. Yet, there is persistent difficulty with filling these seats. Dean Schiffer has worked closely with their Senate and the LA&S Presiding Officer, and me to encourage colleagues to come forward to serve on various committees. The role of the dean has been critical in this process, emphasizing his expectation of service and its impact on all personnel decisions.
3. Earlier in this election, it came to my attention that lack of specific guidelines for elections exacerbates the problem. In consultation with Mary Kahl, Chair of the Organization Committee, I developed a guideline and the timeline for conducting elections. It is now available on the Governance website at http://www.newpaltz.edu/governance/Election_Guidelines.pdf.

I hope the information is helpful to the election committees in the future.

4. Students' seats on the Academic Senate and Academic Affairs Committee were mostly filled for 2008-09. Seats on the Curriculum Committee remained vacant. I was invited to a meeting of the Student Association' Senate to discuss this matter with them. I understand that their lack of participation is largely due to apprehension about the business of governance. Ben Olsen, the President of the Student Association has been most influential and effective in filling their seats.

II. Middle States Self Study Plan and Decennial Accreditation Visit

Associate Provost Laurel Garrick Duhaney and Professor Linda Greenow have organized the Steering Committee for the Self Study Plan. Fourteen standards of excellence in higher education are the basis of our self-study plan. Dr. Robert Schneider, a Vice President of the Middle States accreditation team is our mentor/liaison. He visited the campus on April 27 and met with the Steering Committee, administration, as well as faculty, staff and student representatives. He has approved the Self Study Plan with high praise.

At the last meeting of the Academic Senate, on May 1st, they received a report on the Self Study Plan and Dr. Schneider's visit. The Steering Committee has 14 groups, comprised of 82 members, to date.

III. Annual Reports to the Academic Senate:

In compliance with the Faculty Bylaws, at the last meeting of the year the Senate received the annual reports from the Academic Affairs and Curriculum committees, and the Graduate Council.

IV. Sustainability Committee

The Academic Senate considered a proposal for creating a subcommittee for the Budget, Goals and Plans that would have oversight on implementation of the standards set by the American College and University Presidents Climate Commitment agreement that President Poskanzer has signed. Members raised several questions about the proposed entity's functions, and its relation to the *Environmental Task Force*, a group of volunteer faculty, students and outside members of the larger community. To address those questions, we need to gather more information during summer. A revised proposal will be resubmitted to the Senate early in fall.

V. SUNY Campus Governance Leaders

1. In order to strengthen faculty governance leadership, CGL have developed the procedure for creating a CGL Handbook. Their goal is to provide a framework for the new presiding officers and assist them with the information they need for timelines, appropriate dates, working with the committees, and other campus governance groups and individuals.

2. CGL have also conducted a survey of the faculty governance organization (CGO), including the name of the group, its voting members, non-voting members, the number of meetings they regularly hold, the number of their special meetings, the number of Executive Committee meetings and the number of College Council meeting the Presiding Officer attends. In addition, the survey includes questions about the written reports of the central committees, the requirement for regular review of the Bylaws, the size of the full time faculty and the elections,

and the budget and support for faculty governance.

VI. Governance Plan for AY 2009-2010:

The Executive Committee has considered and supported a plan for the following areas for 2009-10:

1. Department Bylaws:

- a. Academic departments' bylaws that are current be available on the Governance website.
- b. Departments that currently do not have a bylaws adopt one.
- c. Departmental bylaws clearly indicate the Chair's term, the evaluation process, and their provision for term limit.

2. Academic Divisions Bylaws:

All academic divisions' Bylaws be available on the Governance website.

3. Evaluation of MCs:

The Organization Committee (in collaboration with the new Provost) develop a plan for his campus-wide evaluation, as required by the Faculty Bylaws (evaluation of the Management Confidential Administrators).

4. Assess the faculty governance structure for traits of effective governance, applying a national norm.

Other items include:

5. The Middle States Self Study Research
6. Planning for GE IV
7. Space Utilization Study

Please let me know if you have additional suggestions for the coming year. I look forward to your support of governance work with your time and energy.

In conclusion, I wish to thank the Extended Executive Committee, the Academic Senate and the chairs and members of all Central Committees, the Faculty Secretary, Dr. Ed Sullivan, Dr. Rose Rudnitski, SUNY Senator, and Dr. Paul Zuckerman, the Parliamentarian, for their continuous support. I also wish to thank Ben Olsen, the SA President, and his team for their untiring service to shared governance.

As Chris DeLape and Mary Kahl complete their second terms on Budget, Goals and Plans, and Organization committees, respectively, I wish to express my deepest gratitude for their outstanding leadership, AND for their company at many meetings. It has been truly a pleasure working with them in the past year and a half. Hopefully, they are now addicted to governance work and they will continue in new positions.

In conclusion, I wish a productive and relaxing summer, and look forward to working with you in the coming year.

Respectfully submitted,

Simin Mozayeni

APPENDIX D

April 30, 2009

Academic Affair Committee
Report for the Academic Year 2008-2009

Membership and Attendance:

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

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

Repeat Course Option

In response to a request from a faculty member, the Committee took up the question of whether grading policies could be changes so that students who had plagiarized would be prevented from exercising the repeat course option. We consulted with Provost Lavallee, who advised that

Departments would need to review Fs for plagiarism to see whether plagiarism was so severe that the department declines to have the student as a major;

There would have to be more consistency in giving out Fs for plagiarism and more departmental review of individual cases.

In short, we would need to have another level of review before we institute this policy affecting students' movements and major plans.

Academic Advising

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

The SEI

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

Core questions

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

Response Categories

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

Is it statistically important to offer an odd number of response options?

Should all questions include either “Not Applicable” or “No Opinion” as an option?

Should the questions all be asked in the same format (e.g., as questions or as statements)?

Should all the questions require the same categories of response?

Instructor-Drafted or Instructor-Chosen Questions

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

D. Student Signature

After discussions with constituents and with David Lavalley, the Committee recommends removing

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

E. Endorsement of Pilot SEI for Summer 2009

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

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

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

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

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

Student Signature (not required).

Addendum 2: Academic Affairs Committee SEI Revised Core Questions

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

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

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

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

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

Excellent Good Average Weak Poor No Opinion

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

Excellent Good Average Weak Poor No Opinion

5. Describe how well the classroom instruction was organized.

Excellent Good Average Weak Poor No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

Did this course challenge you?

Very Much Moderately Average A Little Not At All No Opinion

10. Did the course material engage your interest?

Very Much Moderately Average A Little Not At All No Opinion

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

Excellent Good Average Weak Poor No Opinion

APPENDIX E

BUDGET, GOALS AND PLANS COMMITTEE Annual Report 2008-09

A. **Budget:**

- a. Jackie DiStefano and Michele Halstead (Finance and Administration) met with the BG&P Committee in Fall 2008 to present the 2008-09 budget (just at the time that the New York State budget crisis was beginning to unfold). They explained that the SUNY New Paltz reserves were not enough to cover anticipated cuts for the 2009-2010 budget year, and that the College would ultimately have to find ways to generate revenue and reduce expenses.

- b. **Wonk + meetings:** As chair of BG&P, Chris DeLape was invited, along with two other faculty governance representatives—Simin Mozayeni and Mary Kahl—to attend a number of meetings with the Cabinet and deans in preliminary discussions to develop

ground rules, constraints, and criteria to guide the administration once decisions had to be made about the 2009-2010 budget.

- c. Steve Poskanzer and Jackie DiStefano were invited again to BG&P in late March 2009 to discuss the budget deficit, ideas for generating revenue, and the need for reductions.

B. Campus Master Plan:

- a. Steve Poskanzer was invited to BG&P to answer a series of questions regarding the campus master plan and future construction on campus (as well as funding for it).

- b. The BG&P Chair attended a meeting of the Campus Facilities Master Planning Task Force which was called in order to discuss the necessity and placement of a new residence hall.

C. Sustainability Committee:

- a. At an Executive Committee meeting, the president announced that he had recently signed the American College and University Presidents Climate Commitment, which required the formation of a Sustainability structure on campus. He asked that we consider whether a Sustainability Committee should be formed within faculty governance (most likely, as a standing committee of BG&P) or outside of governance.

- b. The BG&P Committee invited Brian Obach (Environmental Task Force) and Simin Mozayeni (Faculty Presiding Officer) to meetings to discuss the possibility of replacing the existing grassroots Environmental Task Force with a new Sustainability Committee, either in faculty governance or as an administrative committee.

- c. The BG&P Chair researched various types of Sustainability Committees on other campuses. She also met individually with the president, presiding officer, Brian Obach, and Brian Pine (Campus Sustainability Officer) in order to discuss the advantages and disadvantages of each.

- d. A proposal modeled after the GE Board governance structure was reviewed and discussed by the BG&P Committee, and a motion was approved recommending that a Sustainability Committee be formed as a standing committee of Budget, Goals and Plans.

- e. The proposal was sent to the Organization Committee, approved, and brought before the Academic Senate. The Senate expressed various concerns, and suggested that the current grassroots Environmental Task Force not be dissolved, but rather be allowed to coexist with the new committee.

- f. The Sustainability Committee proposal went back to BG&P for revisions, and subsequently BG&P passed a motion to approve the revised proposal. Due to time constraints at the end of the semester, the revised proposal will be sent to the Organization Committee and Academic Senate again in Fall 2009 for reconsideration.

- D. **Campus Art Committee:** The BG&P Committee was asked by the Executive Committee to discuss the formation of a Campus Art and Aesthetics Committee. Due to the sporadic nature of that committee work, BG&P passed a motion that the Campus Art Committee should become an administrative committee appointed by the president, rather than being incorporated into faculty governance.

- E. Julie Chiarito (Institutional Research) presented the second report based on the new internal methodology established for measuring the number of part-time/full-time faculty. (The methodology determined which part-time and full-time faculty would be consistently counted. Thus, each year the counts would be based on the same criteria, and comparisons would have meaning.) The full report comparing Fall 2007 to Fall 2008 will be posted on the BG&P Web site (newpaltz.edu/budgetcommittee).

- F. **Budget Survey:**
The survey was suspended for a year. Concerns about revising questions, and discussions regarding the efficacy of the survey will be deferred until next year.

Respectfully submitted:

Budget, Goals and Plans Committee:

Christine DeLape, Chair, Fine & Performing Arts

Julie Chiarito, Institutional Research

Jan Hammond, Educational Administration

Stan Hayes, Mathematics

Elaine Hofstetter, Secondary Education

Rudolf Kossmann, English

Pierre Lacour, Economics

Itty Neuhaus, Art

Corinne Nyquist, Library

Tulin Sener, Business

Brian Wallace, Samuel Dorsky Museum of Art

APPENDIX F

Curriculum Committee

Annual Report

2008-2009

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

Totals as of 4/28/09:

New Courses – 24

Courses for General Education – 20

Online Courses - 22

Program Revisions – 8

Program Assessment Plans – 3

Writing Intensive Courses – 2

Minor Course Revisions – 25

By School :

Liberal Arts & Science

Program Revisions Passed –

Philosophy

German Studies

German Studies, Adolescent Ed

New Courses Passed –

HIS318 - History of Women in US-1880

GER314 - German Culture Through Film

GER315 - Multicultural Germany

SOC387 - Sociology of Sport

SOC318 - Sociology of Culture

BLK417 - The African Diaspora in World History

HIS378 - Latinos in the US

GEO330 - Geography of Soils

BLK221 - The Black Woman

New Courses/GEIII Passed –

SOC316 - Race & Ethnicity

HIS161 - Youth Culture in Europe

ANT216 - Language and Culture

HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –

ANT214 - Cultural Anthropology

Courses Rejected for GEIII -

GER314 - German Culture Through Film

GER315 - Multicultural Germany

BLK417 - The African Diaspora in World History

BLK269 - Black Poetry & Drama

BLK396 - Black English: Language & Culture

Courses Passed for Writing Intensive –

CMD420 - Seminar in Communication Disorders

Online Courses Passed –

CMD312 - Intro to Communication Disorders

CMD407 - Speech Perception & Hearing Impairment

CMD417 - Audiology

CMM355 - Nonverbal Communication

CMM360 - Organizational Communication I

ENG211 - Great Books: Asian Classics

ENG331 - American Literature I

GEO273 - Physical Geography

HIS303 - Empire State

NUR300 - Perspectives in Professional Socialization

NUR315 - Business Environment of Nursing

NUR445 - Pathophysiology

NUR443 – Pharmacology

PSY272 - Intro to Psychology

PSY313 - Psych of Personality

SOC407 - Organizations & Work

Minor Course Changes Reviewed –

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

Program Assessments Plans Passed –

Asian Studies
Journalism

Science & Engineering

New Courses Passed –

GLG303 – Geomorphology

New Courses/GEIII Passed –

BIO119 - Inheritance
BIO130 - Cancer Biology
BIO135 - Evolution for Everyone
BIO140 - Modern Biotechnology
BIO150 - Insects and Human Society

Course Passed for Writing Intensive

GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –

GLG220-221 - Physical Geology

GLG346 - Environmental Impact Assessment

MAT251 - Calculus I

MAT252 - Calculus II

MAT353 - Calculus III

Business

Program Revisions Passed –

Business

Minor Course Changes Reviewed –

BUS368 - Intermediate Accounting I

BUS371 - Concepts in Federal Income Taxation

BUS373 - Cost Accounting

BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts

Program Revisions Passed –

Music - History & Literature Concentration

Music - BS - Music Studies

Music - Theory & Composition Concentration

Online Courses Passed –

ARH202 - Art of the Western World II

MUS160 - History of Jazz

MUS260 - History of Rock

THE233 - Western Drama I

THE271 - Page to Stage: Dramatic Text an

Education

New Courses/GEIII Passed –

SED358 - Education Across Borders

APPENIDX G

2008-2009 ANNUAL REPORT

OF THE

ORGANIZATION COMMITTEE

SUNY—NEW PALTZ

I. Overview of Organization Committee activity for the current academic year

- A. Facilitate Campus-Wide Election and Certification of Unit Elections
- B. Representation on the F & PA Dean's Search Committee
- C. New Paltz Faculty By-Laws Change about Reorganization and Renaming of Standing Committees of the Academic Affairs Committee
- D. New Paltz Faculty By-Laws Change to Include the GE Board in Faculty Governance
- E. New Paltz Faculty By-Laws Change to Extend Voting Rights on the Executive Committee
- F. Review of Proposal to Incorporate the Sustainability Task Force into Faculty Governance.
- G. Review of Requirements for Materials for Decanal Review Process
- H. Proposal to Elect Faculty Members to Serve on the Provost Search Committee

II. Elections

- A. The Organization Committee called for nominations for a campus-wide election this Spring. Rose Rudnitski ran unopposed for another three-year term as University Faculty Senator.
- B. The OC accepts and certifies the election results from all voting units (schools, professional faculty, and library) on the campus. To date, we have certified all elections for the 2008-09

academic year and have also reviewed some election results for the 2009-10 academic year. As other units hold their elections, we will certify those results.

- C. When an individual is standing for election to a central committee, care should be taken to determine whether that person has served previously on that central committee. The length of allowable service per person, per committee is two terms.
- D. Vacancies exist on several committees. Please volunteer to serve.

III. Representation, Search Committee for the Dean of Fine and Performing Arts

- A. The College seats one representative of the faculty at large on Dean's-level search committees. That representative is chosen from the Organization Committee.
- B. Mary Kahl served this year as the "outside" representative on the search committee for the new F&PA Dean.

IV. Reorganization/Renaming of Standing Committees of the Academic Affairs

Committee

- A. The OC acted this fall to reorganize the standing committees of the Academic Affairs Committee.
- B. The faculty will vote today on this reorganization, which will save several seats and retitle these groups.

V. Inclusion of the GE Board in Faculty Governance

- A. The OC modified and approved a proposal to include the GE Board in Faculty Governance.
- B. The faculty will vote today on this reorganization, which will allow for the formal election of GE Board Members and will position the Board as a standing committee of the Curriculum Committee.

VI. Voting Rights for the Vice President of the Academic Senate on the Executive Committee

- A. The OC reviewed a proposal to expand the membership of the Executive Committee.
- B. The faculty will vote today on this expansion, which will allow the Vice President of the Academic Senate to vote on the Executive Committee.

VII. Review of Proposal to Incorporate the Sustainability Task Force into Faculty

Governance.

- A. The OC reviewed and revised a proposal to incorporate the Sustainability Task Force into Faculty Governance.
- B. The proposal was reviewed by the Executive Committee and the Academic Senate and has been tabled for reconsideration and revision.

VIII. Review of Requirements for Dossiers for Decanal Review Process

- A. The OC has begun a discussion of guidelines for the construction of dean's review materials, principally for those materials sent to external reviewers.
- B. Discussions with the Academic Vice President have yielded some useful suggestions about possible changes and extensions of the materials that deans should provide to facilitate their reviews.
- C. Discussions about this matter will continue into next academic year.

IX. Proposal to Elect Faculty Members to Serve on Academic VP/Provost Search Committee

- A. The OC has responded to suggestions for amending the process by which search committees for the Academic Vice President/Provost position are constituted.
- B. We are proposing the following by-laws change for consideration by the Executive Committee, the Academic Senate, and the Academic Faculty next year.
- C. "In the case of appointment of the Provost, faculty from each of the following constituencies shall elect one representative to serve on the search committee.

These constituencies are: the School of Business, the School of Education, the School of Fine and Performing Arts, the College of Liberal Arts and Sciences, the Library, Professional Faculty, and the School of Science and Engineering.”

We offer this report on 5/8/2009

Mary L. Kahl, Communication and Media, Organization Committee Chair

APPENDIX H

Research, Scholarship, and Creative Activities program report 5/8/09

The RSCA Program Advisory Board

Maureen Morrow (Biology, RSCA Director), Giordanna Grossi-fall (Psychology), Corwin Senko-spring (Psychology), Megan Coder (Library), Kate McCoy (Education), Preeti Dhar (Chemistry), Jed Mayer (English), Robin Arnold (Art), Davina Vora (Business)

Academic Year Undergraduate Research Experience and Summer Undergraduate Research Experience applications: The advisory board evaluates the proposals based on the stated criteria.

SURE:

Summer 08: funded 14 of 20 proposals

AYURE:

Fall 08: 14 projects funded

Spring 09: 13 projects funded

A second call for fall AYURE proposals will be sent out in August (this round will include funds from CAS)

SURE/ AYURE participation

Anthropology, Chemistry, Geography, Geological Sciences, Biology, Black Studies, Linguistics, Psychology, Political Science/ International Relations, Sociology, Art, Theater Arts, Physics

Summer workshops were held for the SURE program and research students across the campus. The workshops focused on abstract writing and PowerPoint presentations. A workshop was also held to organize an external interdisciplinary grant application (which was funded). A workshop on the topic of SURE proposal preparation was also held for faculty and students. The SURE program will coordinate with CSTEP/AMP, Evolutionary Studies, CRREO to provide workshops for all the summer research students. RSCA has also works with Ben Olsen and SA to provide information about the process we use to solicit and choose projects for funding.

Student conference travel

20 travel awards were approved

Participation: Biology, Chemistry, Psychology, Theater Arts, Political Science, Geology, Geography, and Sociology

NCUR conference participation: History, Biology, Chemistry, and Geology

Minds at Work: A Student Achievement Celebration Across Disciplines

Friday, May 8, 2009

Celebration of Writing 3-5pm Library Lobby

Foundations Art Exhibition 4-7pm Smiley Art Building [Including the Minute by Minute Animation Festival in the CSB auditorium at 4PM]

Student Research Symposium 5-7:15pm Library Quiet Reading Room

We are now on facebook: <http://www.facebook.com/pages/SUNY-New-Paltz-Research-Scholarship-and-Creative-Activities>.

April 30, 2009

Academic Affair Committee
Report for the Academic Year 2008-2009

Membership and Attendance:

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

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

Repeat Course Option

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

Academic Advising

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

The SEI

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

Core questions

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

Response Categories

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

Is it statistically important to offer an odd number of response options?

Should all questions include either “Not Applicable” or “No Opinion” as an option?

Should the questions all be asked in the same format (e.g., as questions or as statements)?

Should all the questions require the same categories of response?

Instructor-Drafted or Instructor-Chosen Questions

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

D. Student Signature

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

SEI form makes it clear that student comments may be passed on to readers other than the instructor.

E. Endorsement of Pilot SEI for Summer 2009

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

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

Addendum 2: Academic Affairs Committee SEI Revised Core Questions

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

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

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

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

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

Excellent Good Average Weak Poor No Opinion

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

Excellent Good Average Weak Poor No Opinion

5. Describe how well the classroom instruction was organized.

Excellent Good Average Weak Poor No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

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

Agree Somewhat Agree Undecided Somewhat Disagree Disagree No Opinion

Did this course challenge you?

Very Much Moderately Average A Little Not At All No Opinion

10. Did the course material engage your interest?

Very Much Moderately Average A Little Not At All No Opinion

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

Excellent Good Average Weak Poor No Opinion

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

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

1. This is a required course for me. Yes No Unsure

2. This course is in my major field of study? Yes No Unsure

3. The objectives of the course were clearly stated on the syllabus.

4. The course covered the material described on the syllabus.

5. The syllabus clearly informed the students about how they would be evaluated.

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

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

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

Student Signature (not required).

Curriculum Committee
Annual Report
2008-2009

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

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

By School :

Liberal Arts & Science

Program Revisions Passed –

Philosophy
German Studies
German Studies, Adolescent Ed

New Courses Passed –

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

New Courses/GEIII Passed –

SOC316 - Race & Ethnicity
HIS161 - Youth Culture in Europe

ANT216 - Language and Culture
HON375 - Alternate Epistemologies

Existing Course Approved for GEIII –
ANT214 - Cultural Anthropology

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

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

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

Minor Course Changes Reviewed –
ANT414 - Ritual Drama
CMM221 - Intro to Advertising

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

Program Assessments Plans Passed –

Asian Studies
Journalism

Science & Engineering

New Courses Passed –

GLG303 – Geomorphology

New Courses/GEIII Passed –

BIO119 - Inheritance
BIO130 - Cancer Biology
BIO135 - Evolution for Everyone
BIO140 - Modern Biotechnology
BIO150 - Insects and Human Society

Course Passed for Writing Intensive

GLG331 - Stratigraphy-Sedimentation

Minor Course Changes Reviewed –

GLG220-221 - Physical Geology
GLG346 - Environmental Impact Assessment
MAT251 - Calculus I
MAT252 - Calculus II
MAT353 - Calculus III

Business

Program Revisions Passed –

Business

Minor Course Changes Reviewed –

BUS368 - Intermediate Accounting I

BUS371 - Concepts in Federal Income Taxation

BUS373 - Cost Accounting

BUS455 - Workplace Aggression & Counterproductive Behavior

Fine & Performing Arts

Program Revisions Passed –

Music - History & Literature Concentration

Music - BS - Music Studies

Music - Theory & Composition Concentration

Online Courses Passed –

ARH202 - Art of the Western World II

MUS160 - History of Jazz

MUS260 - History of Rock

THE233 - Western Drama I

THE271 - Page to Stage: Dramatic Text an

Education

New Courses/GEIII Passed –

SED358 - Education Across Borders