

Fall 2002—Faculty & Professional Staff Meetings: Agendas & Minutes

November 15

September 13

Agenda: Faculty & Professional Staff Meeting

November 15, 2002

Lecture Center 102

1. Call to order
2. Reading and approval of minutes (September 13, 2002)
3. Announcements
4. Report of the Acting President
5. Report of the Presiding Officer
Report of the Academic Affairs Committee
Report of Budget Goals and Plans: Provost Lavalley and Vice-President D'Aleo will be present to report on budget.
6. Unfinished business
7. New business
8. Adjournment

N. B. Please download the minutes for the Sept. 13 meeting if you wish to have a hard copy at the upcoming meeting.

SUNY New Paltz Faculty and Professional Staff Meeting

September 13, 2002

1. Call to order: The meeting was called to order by Presiding Officer Barbara Hardgrave at 3:05 p.m.

2. Moment of Silence: A moment of silence was held for the following members of the College Community who recently passed away:

Paul Metzker, Professor Emeritus of Sociology

Howard Vernon, Professor Emeritus of History

C.R. Seshu, Professor of Economics

Lisa Rosario Quick, Records and Registration

Pat Hanley, Retired from Facilities Operations

Lt. Ralph Castellano, Retired from Campus Police

3. Announcements

Rich Bodenschatz from Admissions announced that on Saturday November 9, 2002 we will host multitudes of potential families for our Fall Open House. Please mark this in your calendar. You will be receiving more detailed information from your Dean, Department Chairs and the Dean of Admission

Glen McNitt, Chapter president of UUP, announced the following:

1. Professional Development awards will be available before the end of the semester. By the end of month applications will be available. A little bit of money will be coming from UUP.

2. On Tuesday, September 17th the negotiations team will be on campus. UUP is the only union that reaches out to everyone at every campus to find out the issues. Our campus is the first to be assessed. Every campus will be assessed to form the whole package. Negotiations begin in January; our contract expires in June. The meeting will be at noon in SUB 402/408. Please call the union office at 2770 if you are coming. Food for everyone.

3. A Corporatization Conference will be held in Albany Oct. 24 and 25. If you wish to make a presentation or be on a panel about corporatization of the University let us know. If you would like to attend, we will try to assist you.

4. September 20th is the Breast Cancer walk throughout NY State. We would like to encourage people to participate in this. We will send an email with more information. Please consider going on the walk. We will buy everyone a T-shirt to show you were involved.

Becky Adae, Coordinator of new Language Learning Center, announced that LC 112 was gutted last spring to create the Language Learning Center. This room is available to use as a classroom and has many pedagogical applications. The instructor has control over all the students' computers and thus you can monitor to see if the student is on task and if not you can power down the computer. You can also arrange students to work in small groups and communicate to them through their headsets. The Language Learning Center is very conducive to collaborative learning. Contact Deb Miller in Records and Registration to have your class in the room next semester. Starting in the spring you can schedule class on a permanent or sometimes basis. Please feel free to contact her at adaer@newpaltz.edu with any additional questions.

Lynn Spangler, Chair of Technology Committee, encouraged all to take a look at the Technology Committee website. She also mentioned that the deadline for SCAP proposals is October 18. The committee is looking for campus members to serve on the sub-committee. Please contact her at spangl@newpaltz.edu if interested.

Rayna Wendell, Director of Alumni Relations, announced that Alumni Weekend will be October 4 and 5. There will be college showcase and a reception in LC lobby. She urged faculty to come out and participate in this.

Emily Trapp, Manager of Instructional Resources, stated that after the meeting there will be a showing of a short videotape of Eye on New Paltz. She asked all to consider being on the show, which is aired on channel 6 (Time Warner Cable), Thursday evenings.

4. Reading and approval of the minutes: Approved as circulated

5. President's report: Interim President Steve Poskanszer stated that it is wonderful to be back with colleagues, faculty and staff and to get the jolt of energy of a new semester underway. He then offered an update in the following areas:

Admissions: According to Barons 2003, New Paltz is ranked in a very competitive class. As far as NY schools we are only outranked by the University Centers and Geneseo
The Princeton Review ranked us third after Binghamton and Geneseo
US News and World Report ranked New Paltz among top 75 schools in the North East

Poskanszer stated that he is skeptical of the college ranking system, but feels that some real hard facts underlie the basis of this recognition:

- This is the 11th year that we had the most number of applicants--13, 000 total
 - We led SUNY in both freshman and transfer applications
 - Only 40 percent of new student applications were admitted and only 44 percent of transfer applications were offered admission.
 - Only 5 percent of schools admit less than 50 percent of applications
 - The mean SAT composite is 1130
 - High School Average was 89
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- Normally we are supposed to have 69 percent of our students in first and second band, this class will have 89 percent in the first and second band.

Poskanszer went on to state that we have achieved these numbers without compromising our commitment to diversity. This year 24 % percent of the enrollment is comprised of students of color.

The total enrollment for the fall is 8031 students. This is the first time we have superseded 8000.

Residence Life: The residence halls are at 103 percent capacity. We currently have 114 triples. One of the biggest challenges in the past has been housing transfer students, since we have to house all first year students first. This year, any student who opted to be on the waiting list was offered housing. Poskanszer gave special kudos to the Residence Life and the custodial staff to accommodate international students.

Every one is invited to the ground breaking for the new Residence Hall on Wednesday, September 18 at 11 a.m. The building will be called Lenape and will be located across from Esopus. It will be open for occupancy for the fall 2004. When it is open we will be able to take off line other residence halls to renovate.

Other construction: There is now a web site at www.newpaltz.edu/contruction/info that has project summaries, completion dates and project status. The format is still being worked on. Some construction highlights:

We have added ten new classrooms to Humanities. Special thanks to the fiscal plant and facilities who were assembling desks minutes before classes began

VLC Annex renovations have been completed. ESL and International Programs moved in, which freed up space in Humanities for classrooms.

New language labs and Art History offices in Smiley are almost done. They are slated to move in a month. The delay was due to late arriving air conditioning units.

Plaza in front of Smiley: There are lots of concrete pourings in place, as well as new stairways and walkways. The project should be completed by the end of the fall semester.

The brick structure at Southside Ave has been knocked down, as well as the barn next to the baseball field. The former home of the Community Rescue Squad has also been torn down and reclaimed as green space

Development and fundraising: Sara Bedirck has given \$300,000 to Samuel Dorsky Museum of Art. We also received a \$25,000 grant from the Rockefeller Foundation to support a Cuban art show coming in.

CAS has made a substantial \$60,000 donation for scholarships. This money was raised at the annual golf tournament and unused meal plans. Before the May commencement, we reached 100 percent giving by the foundation trustee, which is the first time in the 25-year history of the foundation.

The State budget included a \$100,000 member item to help pay for language lab. Only second time in our history that we were able to get a member item.

Searches:

- Last spring we began a search to replace Carl Bacon, Director of Institutional Research. Kelly Parmley has been promoted into the position.
- Director of Public Affairs: Shelley Wright is serving as interim director while teaching class and finishing her doctorate.
- Ann Lovett is serving as interim Dean of Fine and Performing Arts.

In summary, Poskanszer stated that not many colleges across the country that can lay claim to starting a new year on such high notes. He hopes you can feel the same way in the confidence of the University.

Questions: Paul Zuckerman: Why was so much last minute effort necessary to get classrooms ready? I am not for sure this increase in enrollment is a good idea if it is not coming with an increase in instructional support.

Poskanszer replied that we are not admitting a larger class, but rather retention has been improving. We don't have plans to be growing, retention is increasing and thus causing the challenge that we don't dilute the quality we have to offer. The market will respond to the quality.

A question was asked about budget issues. Poskanszer stated that we have a budget that shows that next year will be tough. The budget is a balanced budget. There was a "haircut" where they said everyone need to keep expenditures 1% less. We were able to do this.

A faculty member raised an issue of student loudness in the streets surrounding the campus. Poskanszer stated that we care about our relationships with the community and are looking at ways to combat this issue.

6. Report of the Presiding Officer, Barbara Hardgrave: Barbara thanked the faculty for their support and stated that she is looking forward to serving for the next two years. Barbara also mentioned that Ardis Marcotte is now serving as the secretary for the faculty governance office. She will be in the faculty governance office Monday through Friday 9—12 and can be reached at x2891. Barbara's email address is: Hargrab@lan.newpaltz.edu.

Barbara asked all faculty to participate in faculty governance and to please consider being on a college wide committee. Every time she has served on a committee she has been glad to learn more about the institution and meet people she would not normally meet.

Barbara next offered thanks to Craig Mourton, secretary and Paul Zuckerman, parliamentarian.

She also offered large thanks to Rose Rudnitski who has just finished two terms as chair.

Questions: Will there be a place on the web where central governance committees are listed? Barbara replied that it will be on the faculty governance web site. The Organization Committee is trying to sort out the committee representation at this point. As soon as we have the listed completed, we will put it on the web site.

7. Report of the General Education Board: Rose Rudnitski stated that the curriculum committee got together a group of people to attend an assessment workshop. The board met and elected people to chair the Sub-committees Coordinating Council of the GE. Pat Sullivan, Margaret Wade Lewis, Patti Phillips, Susan Kraat, Sally Schultz, and Ann Minnick are on this council.

One of the things we did is bring in two sub committees to one to go over course approval guidelines and the other for assessment. Susan Kraat is chair of the assessment sub committee with Kelly Parmley serving as an ex officio on the board. We would like to get course approval guidelines done soon. Please send comments to members of the board or Rose, Ann or Elisa.

At this point Rose asked Elisa Davila and Ann Minnick to speak about the documents that were passed out to the faculty:

- Outline for Submitting An Existing Course for the General Education Program
- Outline for Submitting A New Course for the General Education Program
- Appendix A—Content Category Guidelines
- Appendix B—Critical Thinking Competency Guidelines
- GE III Course Syllabus Template
- Suggested GE III Implementation Timeline

Davila and Minnick spoke about what's different about this GE program in terms of course admission. Every course has to address one of the eleven content areas that are in Appendix A and competencies that are outlined in Appendix B. You need to link in your narrative some of the course objectives to the content areas and competencies. The other thing we ask for in the narrative is to talk about the activities that will link to those objectives-- what the students are going to do in the classroom. If course is upper division, think why it is appropriate to have this course in GE. Upper level courses may be appropriate, but it is important to ask what are the courses doing to build on knowledge areas. The form also asks you to consider if your course can be part of a Freshman Interest Group (FIG). There will be a website up soon to tell more about FIG's.

They also stated that an implementation phase has been added so that GE III has coherence to the students. In the past, GE as a whole did not make sense to students. It is our hope that students will see that GE III will do something for them, in particular help them with their critical thinking skills and knowledge. We have to coordinate our goals for courses with the GE goals as a whole. Because they are interdisciplinary, we need people in the disciplines to make them more content orientated. If you have knowledge in the competencies, we are looking for comments on the goal of the program.

These forms are not very different than the forms used in the past. We have tried to make the process as unencumbered as possible. In the first set of guidelines, the short form is for courses

already in GE IIA. New courses have additional questions, which are outlined in the second set of guidelines

The syllabus template is based on what we have to do already when we send a course to the central curriculum committee. Item IV. Course Objectives is new, as is Item X, which is the Statement on Academic Integrity Policy and College and ADA Policy.

Questions: A question was asked about pre-registration and how the implementation of GE III will fit into the timeline. Pre-registration will only be for current students who will still be under GE IIA.

A question was also asked about whether or not upper level courses would be considered. The majority of the courses will be at the 100 and 200 level, but upper level courses can be part of GE providing reasons are given to how the course will develop skills and knowledge

A question was also asked if there is going to be a GE III board to approve the courses, or do they go directly to the Curriculum Committee. Ann replied that GE III was approved by the curriculum board and has been sent to Albany. All course approvals go to the curriculum committee. The GE board is in place to make the GE work, it does not approve courses. If a course already exists in GE II A, it does not have to be approved by Albany, but new courses do.

A question was asked regarding a major revision to an existing course. The short form should be used.

Giselle Hendel-Sebestyen asked what assurance do we have that the students will understand the comprehensiveness and inter-relatedness of the GE III. Ann replied that we will assess the program and from that we will know if it is making sense to students.

8. Presidential Search: Nancy Kassop reported as of right now the pool has been narrowed to 12 candidates. Of the twelve, six will be invited for on campus interviews on October 8, 9, 10, 16, 17, and 18. We are working to have Curriculum Vita's on Blackboard. We are very excited about the quality of candidates. This group is very impressive.

A question was asked if the search committee had access to all of the applicants. Nancy replied yes.

9. Introduction of new faculty and staff: At this point in the meeting Barbara turned the floor over to the various Deans and Directors who in turn introduced the new faculty and staff.

Meeting Adjourned at 4:44 p.m.

Respectfully Submitted,
S. Craig Mourtou

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Agenda: Faculty & Professional Staff Meeting

SEPTEMBER 13, 2002

LC 102

1. Call to Order
2. Announcements:
Rich Bodenschatz
Glenn McNitt

Becky Adae

3. Reading and Approval of Minutes (April 12, 2002)
4. Report of the President
5. Report of the Presiding Officer
6. Report of the General Education Board
7. New Business
Introduction of New Faculty/Staff
8. Adjournment

Minutes: SUNY New Paltz Faculty Meeting

April 12, 2002

1. Call to order: Meeting called to order at 3:10 p.m.
2. Approval of minutes: Motion to approve by Barbara P. Second by Hadi Salavitarbar. Minutes approved unanimously.
3. Announcements: Hal Jacobs: International Conference on Direct Care Practice June 13-15. Over 700 people from all over the world are expected to participate. The Sociology Department has been working to raise awareness of the poor working conditions in the Direct Care Profession. Early registration continues to April 30. Website directcareconference2002.org. If interested in a brochure call the sociology department.

Simin Mozayeni of the Organizational Committee: There are two nominations for presiding officer; Barbara Hardgrave and A. J. Williams-Myers. Ballots are going out on Monday and are due by April 30. The by-laws require three candidates, but due to the fact that we extended the deadline and did not get any additional candidates, we are running two.

Rose announced that the Center for Social Peace on Justice will be hosting a conference on April 26. Email John Agnelli for more information.

Barbara Petruzelli from the Library: Next week is National Library Week. STL has put together a series of events. On Monday morning at 11, Esa Gipani, a children's illustrator and author will speak. One hour a day we are having research assistants working with students one on one. Please encourage students to stop by. There will also be series of performances in the lobby Monday through Thursday during the lunch hour and Monday evening. Stop by and spend a few minutes to listen.

The Technology Committee is meeting April 23 for the final draft of strategic plan. If you would like to make comments kind in mind that it is on the website. All have until April 22 to let us know how you feel about it.

Linda Greenow from Geography: The steering committee of Friends of the Library has contacted the chairs of departments to ask them to recommend graduating students to honor with books. Each student will get a bookplate in the library. The honorees will also be announced at the graduation breakfast. Nice way to celebrate graduate accomplishments.

4. Old business:

GEIII—The GEIII task force went through a quick summary of the knowledge areas and the four competencies. Stated that 4 credit courses are fine for GE. We feel that we came out with

the best possible compromise. Numerical compromise—we have trimmed it down to a good number. The knowledge areas are flexible. Rose went over the process—reports to the general faculty meetings, proposal given to curriculum committee, they discussed and revised and passed two weeks ago. That proposal was approved unanimously by the Academic Senate last week. Kristen Rauch made the following motion:

In recognition of the exemplary process of the GE III Task Force, including open-minded research, dissemination of information, through consultation and thoughtful revision, I move that we accept the GE III proposal, in its entirety, as proposed.

Seconded by Lynn.

Discussion: Discussion on how new courses are approved. The GE board and curriculum committee will jointly approved courses. Same way it was done before. Only change is that there is a newly created GE board to oversee it and to make sure that the new GE is not neglected.

Giselle Hendel-Sebestyn mentioned to the GE committee about the significance of a 300 course in one department is not significant of a 300 level in another department. She thought that the committee would not have recommended lower level courses only in the GE proposal. A member of the committee stressed it has to meet one of the knowledge areas and one of the competencies. It is only a suggestion that the course at at 100 level. A 300 level course is not going to get rejected just because it is a 300 level course. If you submit a course that has prerequisites and those prerequisites don't satisfy other GE, students are not likely to take the course. Hendel-Sebestyn mentioned that in the social sciences, the need for 100 level courses before 300 may not be there based on the fact that the learning is not sequential like in mathematics and science. It was stated that departments might have a reason to have a course at a 300 level. David Blankenship stated that if upper level courses approached half then the sentence would be violated and thus courses would be rejected. The committee reassured the faculty that a course would not be rejected just because it was a 300 level course.

Eugene Heath stated that it seems that the only substantive difference is that this proposal reconfigures and reduces science, analytical thinking and deletes modern world. He is also not for sure if GE Board comes back to the faculty with guidelines. What kind of commission does this give to the GE Board and curriculum committee? Mentioned the language requirement elementary one or two doesn't cut the proficiency need.

Ann Minnick addressed this concern—the primary difference between GE III and GE II. Primary difference is in the competency areas. Regarding the language requirements—the committee had to address equity issue across the majors.

Joe Paparone: Philosophically the clarity of the competencies is wonderful. However, there used to be a sequential aspect to GE—the core completed by a certain time. Was there any discussion about any sequential order? Any concern about this? Ann Minnick replied that freshman composition should be completed freshman year, but no other order. The committee views them as fused over time in the different areas. We need an assessable GE, so competencies give us something to go by.

Elisa Davila: State that Gene's opinions are not those of the department. We would like to see 12 credit hours, but realize it is not realistic. It's an issue of balance among departments and competencies. She suggested that individual majors can decide additional requirements.

Kristen stated that she would not accept friendly amendments. She would like motion stand as stated.

Peter Brown called the question. Second Judy Dorney.
Motion passed.

Rose commended the GE task force and everyone who has served on it over the past four years.

5. President's report: Having watched curriculum debates at other institutions he is very impressed on how this campus has come together to create the new GE. A good example on how curriculum reform is supposed to work.

Enrollment: Saturday was accepted student day. This semester we changed the format. Thanks go to the faculty and staff for making the day successful. Preliminary indications are good on yield. We had twice as many deposits than last year. This year we split students from parents in program and it went well. Enrollment picture looks good it appears we are going to close off freshman admissions soon.

Budget: Since the last faculty meeting, we have received our preliminary budget allocations. There is a further \$700,000 of budget deficits. Which will leave an overall 2 million deficit. He is meeting with Chancellor King next week to discuss this. Not time for alarms or panics yet we will work on ways on working this out. He is hearing from sources in Albany that one of the big unknowns is what the state budget is looking like. There are different opinions on whether or not the salary increases are coming back into the budget.

Fund Raising: What we do in fundraising should not be a substitute for funding SUNY at a state level, but we must do all we can to raise money for the institution. End results of discussions. Institutional priorities—four major themes—enhance student quality and success, faculty quality and success, facilities, and raising New Paltz visibility. The foundation board has approved specific fund raising goals. Starting to work on arguments to go to potential donors.

Insuring student success and quality: We hope to raise substantial money for targeted recruitment, in order to attract diversity, merit and disciplinary balance as well. The goal is a pot of 2.4 million a year. We could generate 200 four-year scholarships for all 4 years at half or full tuition level. We would like to have 50-60 million in endowment to kick off this kind of scholarship.

Enhancing Faculty quality and success: We are looking to provide meaningful funds for faculty research. The small amounts we have now are woefully inadequate. We need an annual fund of \$500,000 a year to do this.

Facilities and equipment: We have decided to pick one project to focus on. The VLC is top priority at this point. We have 8 million in hand towards an 11-mil project. We do not want to be a position that the construction fund takes the 8 million back. Thus we will need to raise 3 mill to make up difference. This is a one-time expenditure.

Institution visibility in the region: Build on the successful efforts that are currently working. A smart first bet would be a meaningful endowment for Dorsky museum to raise its role. We are hoping to build a 2.5 million endowment.

When these projects get met, other projects step up to the plate. The four themes are very broad themes that will allow us to carry out a wide range of projects.

Questions: Kristen Rauch stated that if we are looking assuring diverse students also look at changing admission requirements. We need to be discussing this impact on the possible homogeneity that this could be causing. Kim Lavoy stated that each student that comes into the office, each application is reviewed by staff member. We look at every application to find reason to accept the student, not reject. The discussion next turned to different types of diversity we are trying to promote at New Paltz.

Joe Paparone mentioned that there used to be lists of ongoing construction projects on campus that provided clarity came to the capus when we actually organized list of major and minor projects. It seems that the lists have disappeared and that there is no clarity on any of the projects. Poskanzer stated that as an institution the way that we plan, organize and implement construction needs further thought. It is not advertised as it once was. Mary Kastner stated that facilities and planning is working on website that would contain information.

Kriten mentioned non-progress on President search. How can between now and the end of semester can faculty student and faculty take part in this process if semester is coming to an end? The president stated that he believes that there is a meeting set for next week. A motion was made and passed that the president of the search committee give a bi-weekly report.

David Cavallaro asked the role of the professional staff in his vision statement. Poskanzer stated that what he stated are the specific fundraising priorities as an institution. Faculty includes professional staff and they would be included in the funding.

Meeting adjourned at 4:38 o.m..

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