

## **Fall 2003-Faculty & Professional Staff Meetings**

November 14  
October 17  
September 12

### **Agenda: Faculty and Professional Staff Meeting**

November 14, 2003  
Lecture Center 102

1. Call to order
2. Reading and approval of minutes (October 17, 2003)
3. Announcements.
4. Report of the President. Questions and action items from the floor.
5. Action items from Officers, Standing Committees, Ad hoc Committees and other agencies of the College Faculty. Questions and action items from the floor.
6. Unfinished business
  - a. Report of the Provost on the Academic Affairs Budget and Line Allocation
7. New business.
8. Report of the Committee on Promotion and Salary Increase.
9. Adjournment.

### **Minutes: Meeting of the Faculty and Professional Staff**

Friday October 17, 2003

1. **Call to order.**

Meeting was called to order at 3:00pm
2. **Reading and approval of the minutes.**

Rachel Reuben amended the minutes from the September 12, 2003 Faculty and Professional Staff Meeting. Under Announcements, Rachel Reuben's section should read as follows:  
"Rachel Reuben, Web Coordinator, reviewed the tools that are now available on my.newpaltz.edu for all faculty and staff. All of the classes that faculty are

teaching are listed on their my.newpaltz.edu account in two formats. Class rosters are available on my.newpaltz.edu, as well as a listing of all students whom you advise. These lists enable you to e-mail all of a selection of your students on this list. The Advisor Release Number (ARN) will be available to teaching faculty members for Advance Registration.”

Minutes approved as amended.

### **3. Announcements**

Women’s Studies Conference is to take place on October 18, 2003 at 9:00 a.m. in LC 100.

A centennial Lecture on W.E.B. Du Bois' "Souls of Black Folk" to honor and celebrate the 100<sup>th</sup> Anniversary of this great work will take place on October 23, 2003 at 7:30 p.m. in LC 100.

There will be an “On Campus” airing on October 22, 2003 in relation to Du Bois’ “Souls of Black Folk”

### **4. Report of the President**

- Review of awards granted to members of the faculty
- Alumni weekend went well this year. There was increased attendance this year and the weekend overall was classier and in a more professional format. Some of the events of the weekend included a recreation of the old lantern ceremony and a Departmental Alumni gathering for the Asian Studies, Geography, and Communication and Media departments. If you are not doing an alumni gathering for your department, think about it and get in contact with members of the departments previously mentioned.
- 175<sup>th</sup> Town Gown Celebration went well despite the weather.
- On September 29, 2003, members from the Provosts Office visited the campus to follow up on the Mission Review that was conducted during the 1999-2001 academic years. The campus as a whole has met, and shattered, the goals that were set.
- There is concern regarding Graduation Rates for New Paltz Students. There is an increase in the rates of graduation, but the numbers are a little sticky. IRR is looking at the numbers to get a better understanding as to what we should be paying attention to.
- Construction for next Summer and Fall will include the improvement of Art Classrooms, changing a photo lab in the Old Library to a Digital Lab, hoods and sinks in CSB, and overhead plumbing in SAB.
- Mid Hudson Pattern for Progress meeting was held to discuss Employer Assisted Housing for professionals and faculty in the area of the campus. Mt. St Mary’s discussed their program and how it benefits the campus, surrounding area and the employers of the college. This process in the New Paltz area is a problem for this program due to the cost of living.

- The President is in the process of meeting with every Academic and Administrative office on campus. He is meeting with two per week right now. It will take about one full academic year to complete the meetings with every office. The meetings are working out well.

**Questions Raised**

Can a list of last year and next year’s Capital Planning be placed on line or Blackboard?

The list is sent to all chairs and deans of the college. It will be reachable on that site.

**5. Action items from Officers, Standing Committees, Ad hoc Committees and other agencies of the College Faculty.**

- a. Questions and Items from the floor. From the Academic Senate: motion opposing the imposition of SUNY Wide “value-added assessment.”

Barbara Hardgrave gave extensive background regarding the events that were involved with the “value-added assessment”.

The entire Faculty and Professional Staff unanimously passed the following motion:

The SUNY New Paltz Faculty & Professional Staff reaffirm their conviction that the imposition by SUNY System Administration of SUNY-wide standardized General Education assessment is contrary to the academic mission of the University. Therefore we do not support the proposed Memorandum of Understanding between SUNY Faculty Governance and System Administration Regarding the Development and Pilot Process for Value-added Assessment. Therefore we ask the University Faculty Senate to reject the Memorandum of Understanding.

**6. Unfinished Business**

None

**7. New Business**

**Report of Vice President D’Aleo**

Vice President D’Aleo reviewed the “Comparison Initial Allocation 03/04 to 02/03” handout that was previously e-mailed out to all faculty and staff members. In addition, she discussed the construction projects that are currently under way, and some of the new projects that are in design.

**8. Adjournment**

Meeting adjourned at 4:00 p.m.

Respectfully submitted,  
Ray Gordon

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7. New business.
  - a. Report of Vice-Pres. D'Aleo
8. Adjournment.

## **Minutes: Meeting of the Faculty and Professional Staff**

Friday September 12, 2003

1. **Call to order.** Meeting was called to order.
2. **Reading and approval of the minutes.** The minutes were accepted as distributed.
3. **Announcements**

Barbara Petruzzelli, Assistant Director of Sojourner Truth Library spoke about the search service **Metalibrary** that is available on the Library's web page. This service allows the user to search numerous services at one time, save searches to refer back to, and automatically search on a given topic on a regular basis. **SFX** and **Jstor** are two programs used in the Metalibrary program that allows the user to view whole documents when available, or link to other resources containing the article.

More information regarding the Metalibrary program are available at [lib.newpaltz.edu/metalib](http://lib.newpaltz.edu/metalib).

Rachel Reuben, Web Coordinator, reviewed the tools that are available on [my.newpaltz.edu](http://my.newpaltz.edu) to all full time faculty members. All of the classes that faculty are teaching are listed on their [my.newpaltz.edu](http://my.newpaltz.edu) account in two formats.

Class rosters are available on [my.newpaltz.edu](http://my.newpaltz.edu), as well as a listing of all students whom you advise. These lists enable you to e-mail all or a selection of your students on this list. The

Advisor Release Number (ARN) will be available to all full time faculty members for Advance Registration. All part time faculty members will need to contact the dean of their department to get a list of their students' ARNs.

Eric Gullickson, Editor for the Department of Public Affairs spoke about the Experts Database. There is a link on all full time faculty and staff my.newpaltz.edu account main page that gives the opportunity for experts to fill out the form and become a member of the database. This tool allows the media and the department of Public Affairs to contact experts in given areas for further information on a given topic they are working on. This gives the opportunity for scholarly professors in any area the ability to be highlighted by the media and college officials.

“Celebrate New Paltz” is a Dinner/Dance that will be taking place on Sunday November 23, 2003 at Mohonk Mountain House. The Gala will be honoring all Town Supervisors, Mayors, SUNY New Paltz Presidents, and members of the Town Gown. The cost is \$125 per person or \$225 per couple. The money raised from this event will go towards scholarships for New Paltz Students. A souvenir journal is being compiled for the event. Individuals may place an individual, business sized ad in the journal for \$100.00. Departments or larger groups of people may place a ¼ page ad in the journal for \$250.00. The money collected from the journal will be deposited into a college foundation established for Faculty Development.

Emily Trapp, manager of Instructional Media Services, presented a short video about the “On Campus at New Paltz” Program. The show airs Thursday and Monday at 9:00pm on Time Warner Cable Channel 6.

#### **4. Report of the President**

##### **Updates:**

New Paltz has been the most selective it has been with this year's students. 38% of the applications were accepted, and the class is stronger than it has been in the past. 83% of the incoming class selected New Paltz as their first or second choice, as compared to 55% in the past. 1/3 of the reporting first year class is from under-represented groups. Transfer Students fell behind in numbers this year due to possibly the uncertainty of the tuition increase that has been implemented. There has been a spike in admissions which was larger than expected. This is placing a burden on classes and advising. The college is taking a pro-active approach to avoid this from happening in the future.

##### **Staffing Changes:**

Richard Barnhart, is no longer the Director of University Police. He is now teaching at Dutchess Community College. Captain Ray Bryant is now the interim Director of University Police.

Shelly Wright has been appointed as the Assistant to the President.

##### **Fundraising:**

On June 30<sup>th</sup>, the College closed out the year in a positive light. There were \$2.15 million in pledges, 51% higher than last year.

##### **Physical Changes:**

Lenape Hall is on schedule with a completion date of early 2004. Electrical and mechanical systems are proceeding along.

A new 85 spot parking lot is under construction on the south side of Esopus Hall.

The Vandenberg Learning Center is currently under construction. They are currently working on the windows in the building. The work is on-track, with an anticipated completion date of 2005.

The footers have been installed for the Athletic Center. The progress can be seen on the Construction Web Cam at newpaltz.edu/webcam..

The Plaza Deck and Stairs are near completion.

The Humanities Building will be receiving new windows.

Hasbrouck Dining Hall has been refurbished. The facility is now State of the Art, and functioning well.

The elevators on campus will be fixed.

Voice Mail has been repaired.

**Programming Development:**

The new Environmental Geochemical Major has been approved.  
Federal Funding has been granted for Environmental Science Workshop.  
The Deans and Provost are expecting 100 Turkish students to attend New Paltz for the Summer of 2004. The international students will be Business and Economics majors. They are looking to increase the ESL program for the future.

**Budget**

The goal was \$187 million dollars attained through state support and the tuition increase. The tuition did not come in as high, and we did not receive as much support as expected from the state. The out-of-state tuition was going to be increased, however there is concern regarding the out-of-state population at New Paltz. This year, the enrollment targets were met, and the quality of students stayed high. The current financial circumstances are not dire.

There are plans to increase the numbers of faculty lines for next year.

**Vision**

President Poskanzer sees the following as his vision for the next decade:

- Become top SUNY School in the system; not replicating other schools, but keeping out differences together.
- Maintaining the same Undergraduate enrollment size.
- Strengthen academically.
- Maintain the diversity present at New Paltz.
- Increase competitiveness against private schools and university centers.
- Offer experiences both inside and outside the classroom.
- Improve the faculty/student ratio.
- Financial Aid (strong/diversity)
- Improve the quality of the campus including the Residence Halls, Student Activity Centers, and Advising.
- Increase student research with faculty and professors on campus in lab and studio spaces to forge connections with others.
- Increase funding for travel and research faculty will be performing. This will keep the faculty intellectually engaged in their field of study.
- Continue to raise money for the college for scholarships, faculty support, facilities, and to raise the profile of the college.
- Maintain relations with current and future alumni.

**5. New Business: Introduction of New Faculty and Staff Members**

**6. Old Business: College Calendar**

Quorum was called. Quorum present.

The Faculty and Staff accepted the Academic Calendar for the Fall 2004 Semester. The calendar with the two Jewish Holidays, Rosh Hashanah and Yom Kippur off was selected.

**7. Adjournment:** Meeting adjourned.

Respectfully submitted,  
Ray Gordon

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## **Agenda: Faculty and Professional Staff Meeting**

Friday, September 12, 2003  
Lecture Center 102

1. Call to order.
2. Reading and approval of the minutes (April 25, 2003)
3. Announcements
4. Report of the President. Questions and action items from the floor.
5. New business: Introduction of new Faculty and Professional Staff.
6. Old business: College calendar
7. Adjournment.

## **Minutes: Meeting of the Faculty and Professional Staff**

Friday, April 25, 2003

1. **Call to Order:** Meeting was called to order at 3:04.
2. A request was made to change the order of business by Peter Brown who presented the following motion:

*Whereas: SUNY System Administration has mandated that each campus create and implement a campus-based Assessment Plan for the General Education Program, and*

*Whereas each SUNY campus is unique, having a different purpose and different levels of selectivity in admissions procedures, and*

*Whereas SUNY New Paltz is engaged in developing assessment procedures for our newly designed General Education III which will be instituted in Fall 2003, and*

*Whereas any new mandated system-wide standardized General Education Program Assessment would interfere explicitly with fundamental academic freedom and ultimately undermine the philosophy, rigor, and comprehensive nature of SUNY New Paltz's General Education program, and*

*Whereas the SUNY Board of Trustees has provided no compelling reasons, evidence or problems warranting a standard general education assessment,*

*Therefore be it resolved that assessment should continue to be campus-based and we should not move to a SUNY-wide standardized general education assessment.*

Peter Brown stated that we are doing our own system of campus-based assessment while SUNY Central has been trying to implement a SUNY wide form of assessment.

This resolution will ask SUNY Central to allow us to implement our own system. The motion passed.

3. **Reading and approval of the minutes:** The minutes were accepted as distributed.
4. **Announcements:** Donna Goodman announced a UUP program on Gender Equity at New Paltz that will be held May 8<sup>th</sup>. It is free to all faculty and staff. During this program, we will take a look at a study the committee completed about gender.

Glenn McNitt announced a rally that will be held May 3<sup>rd</sup> in Albany. There will be a bus leaving from the parking lot across from the admissions office. The rally is to show the strength and support for improving funding for public education this year, but also to show some strength as a group so that legislators will acknowledge the impact of the teachers union.

Glenn Geher announced a Fund raising dinner for Kaitlyn, for a bone marrow transplant, that will be held Friday, May 9 at 6 p.m. in SUB MPR. The cost of the dinner is \$25.00. You can also make a donation if you cannot make the dinner. Tickets are on sale at the SUB info booth. Send donations to PO Box 156 New Paltz, NY.

5. **Report of the Interim President: News on the budget:** There has been no substantive change since the last report. Legislative leadership is proposing approximately \$2 billion in restoration in the governor's budget. The legislators seem intent on trying to start to pass budget bills soon.

**Enrollment:** For the second year, New Paltz will lead SUNY in terms of applicants. Total applications for SUNY wide are down 3 percent, but we are up 5 percent. For a number of years transfer applications have put us over the top. Transfer applications this year are up 8 percent. For the second year we are also leading in first time applicants. We are currently at 10,900 applications, which is a 4 percent increase. The real area of interest is less on who applies but who actually accepts and enrolls. We recently had a very successful admitted students day. Advanced registration is very robust for undergraduate and graduate courses. This reflects that our emphasis on retention continues to be successful.

**Research Activity:** We have 64 active awards, which is a 33 percent increase for the 12-month period that ended on March 31. These awards reflect \$3.99 million in sponsored funds, which is an 8% increase. These numbers point out the continued strength of intellectual endeavors of the faculty.

**Faculty Searches:** the Provost and I are deeply engaged in the last details of the new Dean for Fine and Performing Arts. The search will soon be brought to closure.

**Construction:** On April 12 we kicked off the VLC project. The contractor is in the building doing work and the project should be done by Fall of 2005.

Today we launched the 175<sup>th</sup> Anniversary and the reopening of the SUB/HAB Plaza.

On May 7<sup>th</sup> at 3 p.m. there will be a ground breaking for the new athletic recreation center.

At this point in his comments, Poskanzer turned the floor over to Frank Trezza and Emily Trapp, who spoke on the Faculty Campaign. The campaign is only three percent away from making the goal. There are currently 951 faculty and staff here on campus, 219 have given to the campaign. If 18 people sign up today, we will make goal. To be included in raffle, gift must be received by April 28<sup>th</sup>. We are moving in the right direction. If you are interested in serving on the committee next year, let us know.



**Questions for the Interim President:** none

Hadi Salavitabar asked to move the SEI motion up in the agenda. Barbara asked for objections. None.

**6. Unfinished Business:** Motion for the publication of the information from the SEI. Motion was made to change the wording “Spring 2003” to “Fall 2003”. Amendment was passed unanimously.

**Discussion:** Paul Zuckerman asked who is going to make the information available? The last sentence suggests that is voluntary now, but may not be voluntary in the future.

Jonathan Amoia stated that to the students this means that the student will have access to the four questions if the professor volunteers. We understand that the faculty was the group that created this form and we are comfortable with these questions.

A member of the faculty asked what faculty would be willing to post their data? Don't these conversations happen already?

Rose Rudnitski stated that as faculty chair, we tried to revise SEI and we couldn't do it. The SEI is basically an opinion survey and it has ended up as being the only means to evaluate teaching as basis for tenure and reappointment. This works very negatively against junior faculty-some may not be strong in teaching their first year.

Lewis Brownstein stated that the SEI is a very poor instrument that needs to be revised. If there are faculty who wish to publish, then they should send them to the Oracle to be published. We should refuse to use this at all in the tenure reappointment process and find an alternative way.

June Zuckerman stated that SEI's were implemented to help professors improve their teaching. The SEI has become high stakes. You cannot qualify for a merit raise if the SEI is not as high as campus means. The use of the instrument has become so corrupted, it is wrong to make it even higher stakes, especially for junior faculty.

Peter Brown stated that it is an insult to new faculty to say they cannot do what the questions ask. The students are the ones who are coming to us. The students have picked these four questions. Even if you refused to have the SEI published, 250 faculty are currently rated on ratemyprofessor.com and other sites. He would much rather see these four questions available rather than a few disgruntled students who use the ratemyprofessors.com. This is a better way to evaluate faculty. Let's not slam the door in the face of students.

Matt Gellar stated that we are not talking about the SEI in general, but rather the four statements we selected. He asked the faculty to focus on the 4 statements, not the SEI as a whole.

Rose Rudnitski asked the faculty to think about the high stakes if you have a disgruntled student. I still say this works against junior faculty. Would like to add voluntary for tenured faculty

Lewis Brownstein asked how it would be administered. Barbara stated that she did not know how it would be done, but IR would be conducting it. Kelli Parmley stated she is not certain how the office would handle the process. The main assumption would be that you opt into this process.

Elisa Davila asked what would happen if a person doesn't volunteer? Does the faculty have the right to clarify the dynamics of a class? Which class is published? If we don't know the answers how can we vote on this motion?

Another faculty member stated that the students have every way to institute the sharing of information. If we choose not to support them, they have every right to go forward to evaluate. We should separate our issues with the SEI and try to work with the students.

Another faculty member urged the faculty to defeat the motion. Doesn't see how it won't become a popularity contest. She encourages students to come up with their own process. The SEI happens in five minutes that evaluates months and years of work in class preparation.

Paul Zuckerman stated that he is concerned that any positive vote on any of the motions would seem to be an endorsement of this process. Faculty members are choosing not to engage in process of merit because the process is easily manipulated.

Question called: Motion defeated. 50 to 34

## **6. Action items from Officers**

**Central Committee on Educational Technology:** Lynn Spangler, Chair, made the following motion:

- 1. Depending upon individual technological needs, schools and departments should replace each faculty and professional computer every 3 or 4 years where appropriate.*
- 2. Whereas the faculty has identified the availability of email and Blackboard on a 24/7 basis as a top priority, we request that Computer Services implement this policy.*

Lyn introduced the first motion by stating that not every faculty member uses their computer, there are some people who use their computers for word processing, while others use their computers for more complex uses. This motion is to establish some sort of procedure to replace computers every 3 to 4 years where appropriate.

**Discussion:** Rose Rudnitski stated that "where appropriate" is vague and made a motion to remove "where appropriate"

Paul Zuckerman stated that this statement would enable faculty an opportunity to point to as a norm. We didn't feel we were in the position to mandate new computers. This motion is mainly framed to be a guideline.

Discussion on the amendment: Jon Lewit stated that "where appropriate" isn't redundant. Provost's concern is that a mandate of every three to four years will strain the funding sources and will be taking the money away from other things.

A question was asked what is the typical situation? Jon replied that is based on the department and the school. The reason this motion was put forward is that there are people who could use new equipment and are being left behind.

Lynn stated that where we get funding for faculty computers is a concern, but their needs to be some policy in place that shows how we go about replacing.

Paul Zuckerman stated that people are reading too much into this. The motion merely serves as a guideline.

Rose withdrew the amendment.

Question was called. Motion passed.

Lyn introduced the second motion by stating that the committee heard a lot about what we would like to see computer services do better. Most felt that having Blackboard and email available at all times was of high priority.

Bruce and Rhonda from computer services asked questions to clarify what 24/7 would imply as far as person power and funding in regard to number of people on call, etc.

Glenn McNitt says he supports the concept of the motion but to mandate 24/7 is a different situation. How many computer service staff will have to be hired to do this? The personnel aspect seems beyond the reach of the college. How would the priorities of the campus be reorganized to meet this? Paul Zuckerman stated that the people on the task force understand that literal 24/7 support is impossible, the motion is only a request that these services are the most important.

A faculty member made the point that as a department, professionals should be able to use their expertise to determine priorities, to force priorities is not professional.

Jon Lewit stated this motion is not intended as a mandate. It never hurts to request of an office what is important.

An Amendment was introduced to remove “24/7 basis”. The Amendment passed.  
Motion passed

**Assessment Review Committee:** Ann Balant and Kelli Parmley summarized the work of the committee and stated that the motion before the faculty was accepted by the academic senate. The motion reads as follows:

*Whereas the Assessment Steering Committee (ASC) has been charged with determining the underlying philosophy and principles, the pertinent organizational levels, the priorities, and the resources necessary for creating a comprehensive assessment program at SUNY New Paltz;*

*And whereas the ASC has articulated an underlying philosophy of assessment that is aligned with the mission and goals of the campus;*

*Be it resolved that:*

- 1. the philosophy and principles of assessment in each area outlined in the ASC report be adopted.*
- 2. a General Education assessment plan be developed by the GE Board, in accordance with the principles set forth in Section V of the ASC report, and be presented to faculty governance for approval.*
- 3. the Provost and the Deans be charged by the President with implementing an assessment system within each of the Schools, in accordance with the principles set forth in Section VI of the ASC report.*
- 4. a process for determining faculty representation on the Assessment Advisory Council be developed by the Organization Committee and incorporated into Faculty By-laws*
- 5. resource recommendation be made by the Assessment Advisory Council for a budget to be allocated by the administration to support assessment efforts across the campus.*

**Discussion:** Peter Brown spoke in favor of the resolution. We don't have a choice, either we are going to be in charge, or Albany is going to do it. He would like to commend the committee in putting together a reasonable package that makes sense.

Paul Zuckerman stated that we need to understand that the assessment we spoke of in the motion earlier was the trustees toward the GE. This assessment deals with mandates from accreditation agencies. This is an excess burden that it takes away from other activities. We are going have to do some type of assessment. This is too costly a burden for us to bear under this plan.

Phyllis Freeman complimented the committee in their work, a very flexible process, and enthusiastically supported the motion.

A question was asked if there could be a way that current assessment practices are taken into account? Kelli stated that we emphasized in forums that this is not intended to add another overlay of process where assessment is already occurring. It is a matter of formalizing and putting in a framework.

A question was asked about what support is being offered to put these practices in effect. Kelly replied that the committee would make recommendations to administration for resources.

Interim President Poskanzer stated that it is difficult to be specific until we know what the different departments and divisions are proposing. We have tried over the last year and half to scrape together money for training programs, and restructuring IR. In the future we will have to come up with a way of finding more funding.

Glenn McNitt stated that the union took this to labor management to raise question how people's jobs would be restructured and how would they be compensated for new assignments. He also believes that this assessment is underestimated in terms of time and cost.

David Blankenship stated that he recalled seeing a recommendation for a new position of Associate Dean of Assessment? Kelli replied that this was not a recommendation, we did indicate that it would be helpful if Deans and Associate Deans be involved in the process. Staffing needs are not part of the resolution.

Rose Rudnitski asked if the report and resolution are two separate entities. Ann stated that the resolution reflects the report. Rose went on to state that the discussion of assessment of academic issues is being taken away from the faculty. The whole advisory council will have a whole global picture. Today in the GE board meeting I cautioned to be very wary of what leaves their departments in terms of assessment. As we start to assess things, we are going to have to address things one at a time. If we vote for this, we are saying we are doing this as a collaborative effort and we have to trust that assessment is not going to be taken away from us.

Question was called. Resolution passed.

**Academic Affairs Committee:** Glen Geher, Chair, spoke about the academic calendar. He stated that the Academic Affairs Committee voted to remove 4 religious holidays from the calendar. Academic senate voted against this calendar. We decided to come up with two calendars. One that was recommended by Academic Affairs, the second one is a calendar that does include these four holidays. This came to the Academic Senate. The Academic Senate ended up approving the second option.

It was asked by a faculty member if the body should be voting on the calendar the Academic Senate approved. Barbara stated yes.

Quorum was called. No Quorum.  
Meeting adjourned at 4:54 p.m.

Respectfully Submitted,  
S. Craig Mourton

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