

Fall 2004—Faculty & Professional Staff Meetings: Agendas & Minutes

September 10

October 8

November 12

December 10

Agenda: Faculty and Professional Staff Meeting

September 10, 2004

Lecture Center 102

1. Call to Order.
2. Reading and Approval of the Minutes of the Faculty & Staff Meeting of May 7, 2004
(attached).
3. Announcements.
4. Report of the President. Questions and action items from the floor.
5. Special Order: Introduction of New Faculty and Professional Staff.
6. Action Items from Officers, Standing Committees, Ad Hoc Committees and other
agencies of the College Faculty. Questions and action items from the floor.
7. Unfinished Business.
8. New Business.
9. Optional reading of reports of Officers, Committees and other agencies of the College
Faculty.
10. Adjournment.

Minutes of the Faculty and Professional Staff Meeting

May 7, 2004

1. Meeting called to order at 3:00pm
2. Minutes approved as distributed
3. Announcements
 - a. Glen Geher presented Barbara Hardgrave with a bouquet of flowers as a token of appreciation for all of her hard work this past year.
4. Report of the President
 - a. The President thanked everyone for participating in his Presidential Inauguration.

- b. Senator Clinton is to be visiting campus on May 26, 2004 as the Key Note Speaker for the Mid-Hudson Pattern for Progress.
- c. Enrollment is still moving in an upward and positive direction.
- d. Fundraising has increased by 28% this past year. There were 5,500 donors to the college, the most there has ever been.
- e. There are seven new faculty members coming on line. Four of them are about to sign, and three of them are in negotiation.
- f. The Partnership with Sullivan Community College is in the works, and will cost 3 million dollars. This partnership will allow SUNY New Paltz to offer courses to the rest of Sullivan County, improve the Physical Plant, buy equipment for the teleconferences, and cover the salaries, benefits, and transportation for guest lecturers. There will be 25 courses offered at Sullivan Community College, 10-20 of which will be via live video teleconference.
- g. Faculty Awards will be officially awarded at commencement.

Questions

- a. Is anything changing in the granting of Visas to the students from China?
The Process is in review
- b. Why was there a 23% increase in transfer numbers?
This is due to the backlog from last year, the high popularity for New Paltz, and an improved articulation within the departments.

5. Action Items

- a. Minor cosmetic revisions were made to the By-Laws. The motions were unanimously passed.
- b. Announcement of new officers
 - i. Rose Rudnitski - Ombudsperson/Alternate Faculty Senator
 - ii. Gerald Kitzmann – SUNY Faculty Senator
 - iii. John VanderLippe – Presiding Officer

6. Progress of Assessment

- a. Kelli Parmley reviewed the progress of the committee and the meetings that they have had with the Campus-Wide Assessment Advisory Board.

7. Budget Review from the Vice President

- a. Johanna D'Aleo reviewed the budget for the year. There will be no DSI for 2003.

8. Committee Reports

- a. University Faculty Senate
 - i. Reviewed the assessment work that they are doing.
 - ii. Attended a meeting on Plagiarism in Syracuse.
 - iii. Discussed the Lebon School; they are looking for faculty with Masters allowing people to work and get accredited.
- b. SCAP
 - i. Helise Winters discussed the Student Computer Access Program (SCAP) designed to meet the technological needs of the campus community. The funding in the program has decreased, while the amount of proposals has increased. Many proposals are to implement upgrades within the campus departments. Discussions should occur with Deans and Department Heads to ensure that a common vision of

technological growth is present within a department, and to utilize any available funding that is present within the department.

9. Thank you

a. Barbara thanked everyone for their participation and hard work this year.

10. Adjournment 4:45pm

Respectfully submitted,

Ray Gordon

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Agenda: Faculty and Professional Staff Meeting

October 8, 2004

3:00 p.m.

Lecture Center 102

1. Call to order.
2. Reading and approval of minutes of the September 10, 2004 meeting.
3. Announcements.

Glenn Geher
Corinne Nyquist

4. Reports of Chancellor and/or Chief Administrative Officer. 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.
7. New business.
8. Reading of reports of Officers, Committees and other agencies of the College Faculty.

Johanna D'Aleo

9. Adjournment.

Minutes of the Faculty and Staff Meeting

September 10th, 2004

LC 102

1. Meeting called to order at 3:05 pm.

2. Minutes from the previous meeting of 5/7/04 approved as distributed.

3. Announcements:

None

4. Report of the President:

General:

- Thanked all involved for helping returning students during the ‘move in days’.
- Thanked all who participated in Commencement.
- Welcome extended to all new faculty and staff.

Enrollment:

- Freshman enrollment (approximately 820 students) is down this year from the previous year by about 70 students. This is due in part to a conscious decision to focus on the quality and not the quantity of students. However, the acceptance yield is down and a survey is being conducted of those who were accepted but choose not to attend SUNY New Paltz.
- Quality of accepted freshmen is higher than previous years. The percentage of students that are ranked in the top two SUNY quality groups this year is 89%. (Avg. SAT: 1160, Avg. High School grade: 90%)
- For 2003 the same number was 84%, 2001: 75%.
- SUNY New Paltz has an acceptance rate of 38% for freshmen.
- The freshman population is diverse. 23% of incoming freshmen are from historically underrepresented groups.
- Transfer enrollment is stable at 770.
- SUNY New Paltz has an acceptance rate of 46% for incoming transfers.
- Transfers have a GPA of 3.2 on average.
- 100% of freshmen are attending full time.
- 87% of transfers are attending full time.
- There is on-campus housing available to transfer students for the first time in four years.
- The Graduate population is down 231 students (-14.8%) from the previous year.
- This year we had the lowest number of academically dismissed first-year students in the history of the college – only 1.9%.
- *U.S. News and World Report's* Best Colleges 2005 Rankings place New Paltz 10th among public universities in the North with master's degree programs and 50th among public and private universities in the North with master's degree programs. Only Geneseo ranked higher.

Budget:

- There has been little development concerning the budget since the President's last campus-wide email.
- The governor vetoed funding for the supplemental capital projects.

Mission Review:

- SUNY New Paltz has started on ‘Round II’ of the Mission Review administered by SUNY System.
- Provost Lavallee is leading the project. Other members of the Mission Review group are: President Poskanzer, and the VPs, Dan Kempton (English), Barbara Petruzzelli (Library), and John VanderLippe (History), and Dean of the College of Liberal Arts and Sciences Gerald Benjamin and Director of Institutional Research Kelli Parmley.
- Results will be a public document for discussion.

Construction:

- Arnie Bernardini of Planning and Construction has retired and is replaced by John Shupe.
- Lenape Hall is now open. This provides an additional 238 beds for the students as well as space for four living/learning communities.
- Construction of the new Athletic and Wellness Center is ongoing.
- The van den Berg Learning Center renovation is ongoing. Phase I should be complete by Fall 2005 and Phase II is going out for bid in the next few weeks.
- A \$100,000 corporate grant was received from the Ulster Savings Charitable Foundation towards the renovation of the van den Berg Learning Center.
- Smaller projects were completed over the summer using campus resources.
- A call for new Capital Planning Projects goes out to the campus today.

Economic Impact:

- President Poskanzer will meet with various business leaders, civic leaders and politicians in the next few months to highlight the positive economic impact SUNY New Paltz has on the area.
- Special thanks to Hadi Salavitabar, Danielle Semenchuk, Shelly Wright and the offices of Public Affairs, Web Communications and Publications for their help on the study and presentation of findings.
- SUNY New Paltz contributes \$195.5 million to the local economy and \$205.5 million to New York State.

Questions for the President:

Will faculty lines be restored or added with the new budget?

This is high on the priority list.

Is the fact that 71% of incoming freshmen are female a concern and what will be done about this?

There are no plans as of yet to address this since it is only one year.

Is there a national trend concerning gender numbers?

Women historically outperform men.

Will SUNY Central play a bigger role in admissions?

SUNY Central will only test admission standards.

The Graduate enrollment is down, what is being done about this?

SUNY New Paltz will not add students or programs at the cost of lower standards.

5. Special Order:

Twenty-one new faculty and twenty-eight new staff were introduced.

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

Gerald A. Kitzman, University Faculty Senator

Discussion items at the planning session for the University Faculty Senate plenary meeting, October 22-23, 2004, include:

- New criteria for funding
- Assessment of undergraduate programs
- Assessment of graduate programs
- Explore SUNY's response to the crisis of nursing education at the doctoral level
- Introduction of tuition steps

Corinne Nyquist, Chair, Promotion and Salary Increase Committee, 2003-2004

The PSI Committee recommended 12 out of 15 dossiers for promotion and 152 out of 166 dossiers for discretionary salary increases. The President concurred with 11 out of 15 promotions and 145 out of 166 dossiers for DSI.

7. Unfinished Business:

None

8. New Business:

None

9. Optional reading of reports of Officers, Committee and other agencies of the College Faculty:

- The Presiding Officer announced that Michael Muffs, Educational Administration, was elected Vice President of the Academic Senate, at the August 27th meeting. Greg Wirszyla is the new Faculty Secretary. Ardis Marcotte continues as Faculty Governance Secretary and all agenda items for the Faculty-Staff meetings should be sent to her.

10. Adjournment: Meeting was adjourned at 4:55PM

*Minutes respectfully submitted by
Gregory Wirszyla*

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Agenda: Faculty and Professional Staff Meeting

November 12, 2004

3:00 p.m.

Lecture Center 102

1. Call to order.
2. Reading and approval of minutes of the October 8, 2004 meeting.
3. Announcements.

Robin Cohen

4. Reports of Chancellor and/or Chief Administrative Officer. 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.
7. New business
8. Optional reading of reports of Officers, Committees and other agencies of the College Faculty.
9. Adjournment.

Minutes of the Faculty and Professional Staff Meeting

**October 8th, 2004
Lecture Center 102**

1. Meeting called to order at 3:05 pm.

2. Minutes from the previous meeting of 9/10/04 approved as distributed.

3. Announcements:

Glenn Geher: there will be a faculty survey on the use of SEIs at New Paltz conducted online, be on the lookout for an email notification and a link to the survey.

Richard Kelder: There will be several workshops at the Teaching and Learning Center this fall as well as 'teaching circles' and 'topic based meetings'. Contact the TLC for a schedule.

Corinne Nyquist: Brought up discrepancies in faculty biographies found in the course catalog. She has put a print version of this on reserve at the library and suggests people verify their information as accurate.

Nancy Schniedewind: SUNY New Paltz will host the 10th Annual Multi-Cultural Education Conference on 11/5/04.

Peter Brown: There will be an inauguration of the new mural by Rimar Cardillo on the Humanities Building on 10/16 at 1pm.

Wilma Feliciano: There will be a lecture on Surrealist Mexico at the LC102 on 10/21/04 at 7pm.

Frank Trezza: Sunday in the Park with George will run at the McKenna Theater from 10/14 to 10/24. Plenty of tickets left.

4. Report of the President:

General:

- Alumni Reunion Weekend is 10/15-17th

- There is a growing list of departments participating.
- There are a wide variety of events for faculty and staff alumni to attend including a luncheon, BBQ, and a dinner party.
- The economic impact statement has been well received by the College Council, the Foundation Board and the New Paltz Chamber of Commerce.
- Mission Review II is ongoing as planned.
- The Fall Open House is from 10 AM to 3 PM on 11/6/04. Faculty and Staff participation is important!

Construction:

- SUNY New Paltz will receive \$33 million over five years from the Capital Planning Budget. Projects that will benefit include: \$3 million for the van den Berg Learning Center, \$100,000 for the new Athletic Center and a large amount for critical maintenance and repair of the infrastructure.
- The President's Office continues to lobby for an override of the Governor's veto of the \$10 million for a Student Union Building renovation.
- Phase II construction of the van den Berg Learning Center has gone out to bid.
- The Clock Tower is being reconstructed off site and will be installed when complete.
- It is hoped that the external shell of the Athletic Center will be complete before the bad weather sets in.

College Council:

- The College Council has two new appointed members and a new student member.

Questions or Requests for the President:

Request that the trees be removed from in front of the Vista Room of the Sojourner Truth Library so as to clear the view.

Request that the desks and clocks be replaced in Old Main Building.

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

Johanna D'Aleo, VP for Administration, gave a report on the Campus Operating Budget. Her report is attached.

Questions for the VP:

What is unallocated money?

Money that is held in reserve to cover certain expenses.

What is the difference between allocated funds and earned funds?

The Campus earns money directly through tuition. However, the State considers this money as their domain.

Will the Provost talk about faculty lines at the next meeting?

Yes, he will.

Is it possible to get an outline of the Capital Planning Budget?

Yes, it is being compiled.

6. Unfinished Business:

None.

7. New Business:

None.

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

Report of PO

- The Presiding Officer reported on two motions brought before the Academic Senate, 10/1/04:
- One motion, from the Budget, Goals and Plans Committee, called for adding two faculty and two student representatives to the Capital Planning Council. This motion was tabled, to provide for discussion between the President, Provost and Presiding Officer.
- The second motion, from the representative for the School of Education, called for the Academic Affairs Committee to explore the issue of placing course syllabi in a public forum, and to develop a plan for faculty discussion and decision regarding the issue. This motion passed.
- The Presiding Officer clarified a remark made during the Academic Senate meeting of 10/1/04, to say that he rejected any notion that faculty, staff and administration are in conflict or cannot work together.
- The Presiding Officer posed the question to the faculty and staff concerning the number of meetings to be held each semester. Should there be four brief meetings or three longer ones? Should the dates and times be adjusted? This is in the interest of attracting more faculty members to the meetings. Discussion then followed.
- Peter Brown made the motion that a survey on faculty meeting times and attendance should be sent out via the all-facstaff email. Motion was passed and the Organization Committee was charged with developing a survey of faculty and staff opinions regarding meetings.

9. Adjournment: Meeting was adjourned at 4:55PM

Minutes respectfully submitted by

Gregory Wirszyła

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Agenda: FACULTY AND PROFESSIONAL STAFF MEETING

December 10, 2004

Lecture Center 102

1. Call to Order.
2. Approval of the Minutes of the Faculty & Staff Meeting of November 12, 2004 (attachment).

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.
 - Report of the Provost on hiring priorities.
 - Academic Senate motion, approved, regarding a response to the GEAR draft Guidelines: “The Academic Senate does not disagree at this time with the letter responding to the draft GEAR guidelines of November 29th, sent to Patricia Francis by the Provost. We intend to review all appropriate documents in the future.” (attachments)
 - Academic Senate approval of changes in “Structures and Procedures of Faculty Tenure, Reappointment, Promotion and Salary Increase.” (attachment)
 - Academic Senate motion, approved, regarding placing syllabi on BlackBoard: “That the Academic Senate supports the recommendations of the Academic Affairs Committee regarding the placing of syllabi on BlackBoard; although the Academic Senate states that participation in placing syllabi on BlackBoard is voluntary.”
6. Unfinished Business.
7. New Business.
 - Chancellor King’s request for assistance in meeting a FOIA request for information regarding campus-based assessment.
8. Optional reading of reports of Officers, Committees and other agencies of the College Faculty.
 - Motion approved by Academic Senate: “The Organization Committee should explore ways of amending the By-Laws to acknowledge and define the existence of part-time faculty at SUNY-New Paltz in order to find ways to integrate them into the faculty governance process.”
 - Clarification on procedures for selecting external evaluators for tenure and promotion.
 - Changes to Faculty-Staff meetings for Spring, 2005.
9. Adjournment.

Minutes of the Faculty and Professional Staff Meeting

November 12, 2004

Lecture Center 102

- 1. Meeting was called to order at 3:05 pm.**
- 2. Minutes from the previous meeting of 10/8/04 were approved as distributed.**

3. Announcements:

- John VanderLippe announced that Gregory Wirszyla, Faculty Secretary, is leaving New Paltz to take a new post at Cornwall Public Library, and thanked him for his service as Faculty Secretary.
- Robin Cohen would like to draw people's attention to the SEFA fund – please donate what you can. Information can be found at: www.sefa.state.ny.us
- Andy Pletch announced the “Books For Baghdad Campaign.” Please donate any unwanted textbooks that are less than five years old. Scientific equipment is also welcome. The campaign will run from 11/17-11/23.

4. Report of the President:

General:

- The Alumni Reunion weekend went well, with over 400 participants. The President hopes more Departments will participate in the future.
- The New Paltz Economic Impact presentation is getting a lot of positive exposure.
- The athletic teams did well this year, and four coaches received SUNYAC Coach of the Year awards: Colleen Bruley, Rob Bruley, Matt Giufre, and Stuart Robinson.

Enrollment:

- There will be 25 new Freshmen for the Spring semester. Transfer enrollment is closed due to full capacity.
- There was an increase of 40% from the previous year of applications received.
- The Campus Open House went well, thanks to all who participated.

Construction:

- Van den Berg Learning Center, Phase I is almost complete. Phase II bids have been opened and the present contractor put in the lowest bid.
- The Clock Tower will arrive soon for installation.
- There is no change in the status of SUB construction money, but the Republican Caucus in the State Senate comes together next week.

New Faculty Searches:

- There are 19 faculty openings being advertised in the *Chronicle of Higher Education*. Most are replacements and most are in the College of Liberal Arts and Sciences.

Mission Review II

- Editing of the draft is underway.

Questions and Answers:

- Any news on Don Walker?
He remains in a coma at Vassar Brothers Hospital.
- There is a new policy on external evaluators, has anything been made public on this?
The President is not aware of any new formal policy on this nor does he have a comment on this. The Provost should be present to answer such questions.
- There is a *NY Times* article about the Chancellor proposing a salary raise for the President. New Paltz offers lower salaries and loses people because of this. Can anything be done?
The proposal of the Chancellor for a salary raise from the Trustees was dropped due to negative publicity. SUNY has always been less competitive in these areas. Make your voice heard in Albany regarding salaries of all SUNY employees.

5. Report of the PO:

Action of the Academic Senate:

- Motion calling for review of the mechanics, membership, reporting and culture of the Capital Planning Council by the President, Provost and PO resulted in changes that will be in effect immediately.
- Motion on putting syllabi on BlackBoard is still being considered by the Academic Affairs Committee.
- Motion on adopting the electronic Audience Response System called for the full faculty-staff to consider adoption of the system.

University Faculty Senate:

- Motion passed calling for involvement of existing governance structure at all stages of Mission Review II.
- Motion passed calling for all SUNY campuses to assure clear guidelines in Bylaws regarding the role of governance structures in major academic and programmatic changes. This was referred to the Organization Committee, which reported that New Paltz Bylaws are in compliance with this motion.

Motion on Faculty-Staff meeting times:

- Organization Committee is investigating conducting a survey on possible changes.
- The PO plans to go ahead with scheduling 3 Academic Senate and 3 Faculty-Staff meetings next semester at various days and times.

6. Action Items from Officers, Standing Committees, Ad Hoc Committees and other agencies of the College Faculty. Questions and action items from the floor: None.

7. Unfinished Business: None.

8. New Business:

- Motion by Andrew Hack:

“Be it resolved that in case of inclement weather or threat there of the faculty shall permit the students to decide whether or not to attend class and not be penalized for the absence.”

General discussion followed and motion was defeated in voice vote.

- There was a demonstration of the Audience Response System by Professor Shafiul Chowdhury of Geology.

9. Optional reading of reports of Officers, Committee and other agencies of the College Faculty: None.

10. Adjournment: Meeting was adjourned at 4:55pm.

Minutes respectfully submitted by

Gregory Wirszyla
