

## 2016-2017 University Senate

**Monday, November 21, 2016  
2:45 pm, Assembly Hall**

James Collins, Chair

### MINUTES

**Present:** Adams, Marcus; Almahamid, Ilham; Alvarado, Ranier; Asmus, Dillon; Bostwick, Hannah; Brandon, Peter; Card, Dylan; Chan, Keith; Chen, Mei-Hwa; Chittur, Sridar; Collins, James; Cruz, Jose; Dunleavy, Conner; Eager, Rachel; Earle, Keith; Fabris, Daniele; Fox, Cynthia; Galusha, Jaime; Green, Cathleen; Hamilton, Diane; Jerison, Michael; Keenan, Donald; Kessler, Jane; King, Ekow; Kiorpes, Karen; Kressner, Ilka; Kuznetsov, Igor; Lawrence, Zina; Little, Walter; Lizotte, Alan; Mallia, Mary Ellen; Mamorella, David; Martinez, Maritza; McNutt, Louise- Anne; Moore, Chris; Mower, James; Nowell, Greg; Ostro, Austin; Pastore, Christopher; Petry, Greta; Poehlman, Christian; Polanco, Brian; Reinhold, Karin; Roberts, Nancy; Rosenwig, Robert; Shi, Hua; Tchernev, Alexandre; Vergari, Sandra; Wharram, Dawn; Wheeler, Darrell; Williams, Oscar; Zhou, Liming

**Guests:** Vero, Ron; Lanford, William; LaValley, Celine; Winchester, Kathie; Jewell, Carol; Carron, Jennifer; Brennan, Joe; Hedberg, William; Hyde, James

The meeting convened at 2:49 p.m.

### **APPROVAL OF MINUTES**

Once quorum had been met, the minutes of October 24, 2016 were approved, with the following voting results: 37 Approved, 1 Opposed, 6 Abstained.

### **INTERIM PROVOST'S REPORT – DARRELL WHEELER**

Interim Provost Wheeler underscored that the [Presidential Search Committee](#) membership had been announced and noted that dean searches were underway, including one for the School of Public Health.

He assured that the administration was considering ways to collaborate in the semesters ahead. The Strategic Planning Steering Committee had met with consultants on November 4<sup>th</sup>, he reported, and the 2-week comment period on the [18 futuring papers](#) had closed that past Friday. He once again stressed the importance of input, especially that of faculty and staff, on the strategic planning process. Interim Provost Wheeler offered that he and Steering Committee Co-Chair Leanne Wirkkula would be happy to visit units to encourage attendance at the December 9<sup>th</sup> and 10<sup>th</sup> “Concert of Ideas”.

His personal charge, the Interim Provost noted, would be to work with you, the SEC and the Senate, on how to collectively articulate the University at Albany’s academic excellence and celebrate the phenomenal work that we do. He added that he would frame future reports, with input from Senate Chair Collins, to include content of primary importance to the Senate.

Interim Provost Wheeler then fielded questions and concerns on topics including emphasis on broad inclusivity and safety, and discourse occurring SUNY-wide to address potential issues.

## **UNIVERSITY SENATE CHAIR’S REPORT – James Collins, Chair**

### **I. Informational**

1. On October 11, Senate Leadership (Chair Collins, Vice Chair Reinhold, Immediate Past Chair Fox), met for a ‘stakeholders’ meeting with University Council Chair Michael Castellana to discuss preferred characteristics of presidential applicants and likely challenges facing a new President.
2. On October 19, Chair Collins attended the UUP Executive Committee to explain and encourage participation in the presidential search process, encourage volunteers on Senate Councils and subcommittees, and discuss perceived problems with Compact Planning, in light of a UUP report on the Compact Plan process.
3. On October 20-22, Chair Collins attended the SUNY Fall 2016 Senate Plenary. He attended the Campus Governance Leaders Constituency meeting and learned of shared concerns and motions to improve:
  - a. The need for ongoing education about shared governance when there are new campus leaders (e.g. Presidents, Provosts, Deans);
  - b. The need for ongoing education among Senate constituent units when there is a Senate, like UA, that is a University Senate, representing, faculty, professionals, students, management confidential and others;
  - c. That the SUNY Senate encourages local legislative advocacy by Senate officers and members, with a current legislative agenda.
4. Chair Collins and other Senate leaders have scheduled a meeting for November 22 with the Provost and Chief of Staff.
5. On October 25, Chair Collins met with Assistant to the President Alice Oldfather to discuss the Agenda and President’s Report for the Fall Faculty Assembly, November 9.
6. On October 26, Chair Collins received a request from Bret Benjamin of UUP for the Senate to consider a UUP report on SIRF evaluations: “*The Place of Student Evaluations in Assessing Faculty Teaching*”
7. On October 27, Chair Collins and Chair Fox of UPPC met with members of UAC to discuss planning and scheduling for the multiple changes to records made necessary by apparently small changes, such as re-naming, merging, or splitting departments. We also discussed how to best educate Academic Deans about these matters.

8. On October 31 Chair Collins received an inquiry from a Senator about the EOP Program following an article in the ASP on 10/25/16. He discussed the matter with Associate Provost William Hedberg, who said that his office was working with EOP leadership and an advisory group to improve documents and procedures.
9. On November 7, 2016, the SEC voted to support:
  - a. Change of name from School of Education's *Department of Educational Administration and Policy Studies* to the *Department of Educational Leadership and Policy Studies*.
  - b. Merger within College of Engineering and Applied Science of the *Department of Informatics and the Department of Information Studies* into a *Department of Information Science*.
10. On November 8, Chair Collins discussed the anticipated faculty roster of the Presidential Search Committee with University Council Chair Michael Castellana.
11. On November 9, Chair Collins discussed the anticipated faculty roster and plans to resolve a tie vote with Vice Chair Karin Reinhold and Secretary Chris Poehlmann.

## II. Actions taken

- A. Convened the Fall Faculty Meeting.
- B. Notified the Office of the Provost and Office of Budget of Senate support for three proposals:
  - a. Change of name from School of Education's *Department of Educational Administration and Policy Studies* to the *Department of Educational Leadership and Policy Studies*.
  - b. Merger within College of Engineering and Applied Science of the *Department of Informatics and the Department of Information Studies* into a *Department of Information Science*.
  - c. Separation within the School of Business of the Department of Information Technology Management into the *Department of Information Security and Digital Forensics* and the *Department of Information Systems and Business Analytics*
- C. Referred the UUP Report "*The Place of Student Evaluations in Assessing Faculty Teaching*" to the Council on Academic Assessment and the Council on Promotion and Continuing Appointment for review and recommendation.
- D. Requested that the Emeritus Center appoint a representative to the University Senate, pursuant to Resolution 1516-01R: RESOLUTION ON EMERITI PARTICIPATION IN THE UNIVERSITY SENATE.

## III. Recommendations for actions

None

*Chair Collins pointed out that the final Senate meeting of the semester would take place in 2 weeks on December 5<sup>th</sup>. He noted that the response was positive to the SEC member meet-and-greet session, as part of the reception following the Faculty Senate Meeting on November 9<sup>th</sup>. He reported that he and Vice Chair Reinhold would be further discussing input on the Presidential Search Committee with University Council and UUP Concerns representatives. He expressed that education on shared governance would be informed in part by the results of the bi-annual survey. Lastly, the Chair explained the reasoning and procedure behind support for the proposal in section II. B. c. of his above report.*

## OTHER REPORTS

### **Report on University Brand Campaign – Joe Brennan Vice President, News & Communications and Jennifer Carron, Associate CMO & Brand Manager, Marketing Services Licensing**

Joe Brennan and Jen Carron reported on research being conducted and conversations taking place with the UA community regarding the brand campaign, to be communicated in a set of messages through social media, websites, and the news. The team stated that they were consulting with specialists, along with current students, students who applied but chose to go elsewhere, peers, etc. They added that a steering committee was helping to vet data, which it was hoped would be ready to be shared by early

February. This was anticipated to lead to further conversations, then move to a creative phase, they added. Partnering with a firm in NYC, the team would work to create a new look and feel. The result would be based on extensive research on what is distinctive about the University at Albany to uncover who we are on our best day. They added that it has been 10 years since the last review, so this check-up will reflect how we have changed.

### **Report from University Foundation Faculty Representative – William Lanford**

Professor Lanford stated that he had joined the Physics faculty in 1979 and was a second-generation faculty member who, over the years, had served the Senate in many roles. He explained, in summary, that he was currently the sole faculty member on the University Foundation Board and offered to serve as an informational conduit between the Board and the faculty. He underscored that faculty members had made important contributions to the Foundation endowment, offering a unique opportunity to influence areas of interest at the University at Albany for many years. He, along with Vice President for University Development Fardin Sanai, fielded questions on topics including the Foundation's functions, allocation of funds, oversight and transparency. They invited individuals to visit the [Foundation website](#) and to contact them with any further inquiries.

### **UFS (University Faculty Senate) – Diane Hamilton, Walter Little & Latonia Spencer, SUNY Senators**

The SUNY Faculty Senators report that the official documents from the Fall Plenary 2016 at SUNY Cortland can be found on the SUNY Senate webpage at this link:

<http://system.suny.edu/facultysenate/plenary-meetings/#f16>

These include:

Plenary Report - Cortland October 20-22, 2016

Fall 2016 SUNY Cortland - Chancellor's Q & A

Resolutions:

174-01-1 - Resolution on Faculty and Professional Staff Membership on College/University Councils

174-02-1 - Resolution on the Implementation of Applied Learning

174-03-3 - Resolution for SUNY Ethics Review

174-04-1 - Requesting Full Complements on College/University Councils

174-05-1 - Resolution on Faculty Oversight of Micro-Credentials and Other Emerging Learning Experiences

174-06-1 - Resolution to change the wording of the criteria for awards for Conversations in the Disciplines

Presentations:

UTeach - Excellence in STEM Teacher Preparation

Provost Alex Cartwright Fall 2016 SUNY Cortland - Provost Office Presentation

Fall 2016 Committee Reports

Cortland Plenary Final Agenda

*Senator Walter Little added that there would be an executive level teleconference the following day on items including things happening post-election including 1) a UUP statement released that day, and 2) a November 11<sup>th</sup> letter on behalf of the University Faculty Senate Committee on Equity, Inclusion, and Diversity. Senator Little invited individuals to contact him for more information.*

### **GSA (Graduate Student Association) – Dylan Card GSA President**

Nothing to report

### **SA (Student Association) – Conner Dunleavy, Student Association President's Designee**

No report submitted

*Senator Dunleavy reported that 1) SA had some internal ethics dealings regarding complaints*

*against members and issues on its Supreme Court, 2) the next meeting would take place on Wednesday, November 30<sup>th</sup>, and 3) a Tobacco-free Campus resolution was being considered.*

**COUNCIL/COMMITTEE CHAIRS' REPORTS:**

**CAA (Council on Academic Assessment) – James Mower, Chair**

The General Education Assessment Committee and the Academic Programs Review Committee are currently preparing reports for discussion and approval at the next full CAA meeting in December.

**CAFFECOR (Committee on Academic Freedom, Freedom of Expression, and Community Responsibility) –Carol Jewell, Chair**

- Nothing reported

*Chair Jewell added that the SEC at its last meeting had voted unanimously to approve recommendations that 1) The Office of Conflict Resolution & Civic Responsibility form a committee to draft a statement of the procedures that are available to students who feel that their academic freedom or freedom of expression have been suppressed, and 2) CAFFECOR forward to GOV a nominee from among its members to sit on said committee. She reported that CAFFECOR had nominated Malcolm Sherman to serve on that committee and had forwarded the nomination to GOV.*

### **CERS (Committee on Ethics in Research and Scholarship) – Michael Jerison, Chair**

- Nothing reported

*Chair Jerison reported that CERS had met on October 18<sup>th</sup> and voted not to consider the proposal on the table, as it was connected with research and budget, but more appropriately to consult with UPPC and COR on the proposal.*

### **COR (Council on Research) – Daniele Fabris, Chair**

- Nothing reported

*Chair Fabris added that COR had met the week before, had 6 subcommittees to review awards, and hoped to have the latest results at the next meeting.*

### **CPCA (Council on Promotions and Continuing Appointments) – Louise-Anne McNutt, Chair**

- To date, three case reviews completed, one tabled (required document requested)
- CPCA will provide candidates the date their file is forwarded to the Council and a tentative date for the review.
- A new computerized administrative system is expected to roll out in 2017 to improve the processing of case files

*Chair McNutt added that CPCA operates by reviewing mandatory cases first, and then reviewing cases as they come, unless the Provost indicates that something is timely.*

### **GAC (Graduate Academic Council) – James Fossett, Chair**

- I am pleased to report that at its regularly scheduled meeting on October 24, 2016, the Graduate Affairs Council approved proposals on the recommendation of the Committee on Curriculum and Instruction for changes in the PhD program in Educational Psychology and the MS Program in Mental Health Counseling. No further action is required by either the Senate Executive Committee or the Senate as a whole.

### **GOV (Governance Council) – Karin Reinhold, Chair**

The Governance Council met on Nov 2<sup>nd</sup>. We discussed and the recommendation from the Liaison and Election Committee on the election of faculty members to the Presidential Search Committee, which considered a process to ensure scholarly diversity in the election for the Presidential Search Committee. It recommended the six vacancies be filled according to the following plan.

- The Uptown campus is allocated 4 representatives, while the East and Downtown campuses are each allocated a representative.
- The candidates receiving the highest vote on each of the three campuses will fill three of the candidacies.
- One candidate each from the Humanities, Social Sciences, and Sciences will fill the three remaining vacancies on the uptown campus.

The Governance Council approved the Report on the Shared Governance Survey for presentation to the SEC and the Senate.

The Governance Council considered the issue of the scope of consultation with the Senate regarding proposal that are considered “minor” changes. There are often proposals that involve varying degrees of curricular changes as well as personnel and fiscal impact. Some of them must be reviewed by UPPC and GAC or UAC and referred to the Senate for discussion and a vote. A prior SEC recommended that proposals with apparent small or non-curricular and/or fiscal changes might not merit a separate consultation process. However, often changes do have consequences for other university bodies and consequently, there is a need for a procedure to inform the Office of the Provost of changes to be implemented. Additionally, the determination of what constitutes a “small change” has led to cases in which major changes in the way a department operates were enacted without apparent consultation with the affected faculty.

The Governance Council considered the procedure the Senate should follow when handling proposals, even when they are presented as “small changes”, and recommended the following steps. Our major concern was to design a procedure that ensures that all parties involved are timely informed of proposed changes to their program.

The first two recommendations are designed to keep faculty that could be affected by new changes, timely informed about changes that are proposed in their own department.

**Recommendation 1.** To ensure that all proposals have had due early consideration and discussion in the department of origin, proposals must include the minutes of the faculty meeting or the program committee meeting where the proposal has been discussed with a broad group of faculty of the department in question.

**Recommendation 2.** To ensure that the Senate communicates to its constituency the business it is considering in a timely manner, committee reports should be included with council meeting agendas.

**Recommendation 3.** All proposals should be directed to the appropriate Senate councils: UPPC and GAC or/and UAC. They should also be sent to CAS if appropriate. The councils will then determine whether the proposal is ready for consideration by the SEC and the Senate. If the council agrees with the proposal, it will send it to the SEC and the Senate for discussion and vote. If the council disagrees with the proposal, it will send it back to the originating unit with suggestions for improvements.

Proposals that are truly “minor” modifications will go through this process expeditiously and thus we considered that this procedure does not constitute an undue burden. On the other hand, if a proposal has unforeseen implications, this process serves as a process of uncovering issues, as an opportunity to remedy them, and as a measure to inform faculty in the affected departments.

On Nov 8<sup>th</sup>, Castellana, Chairman of the University Council, communicated the results of the elections for the six faculty members of the Presidential Search Committee. Unfortunately, the result of the election top six candidates did not reflect the academic diversity recommended by of the Liaison and Elections Committee and Governance Council, taking into account the two persons tied for the sixth position. We were informed that due to legal concerns, the recommendation of the Liaison and Elections Committee and Governance Council on the selection of faculty members for the Presidential Search Committee could not be implemented. But to honor the spirit of the recommendation, Castellana would consider the inclusion of seventh faculty member in the Presidential Search Committee to achieve the desired academic diversity.

## **LISC (Council on Libraries, Information Systems, and Computing) – David Mamorella, Chair**

Report/Updates from Rebecca Mugridge (Dean of Libraries):

Faculty searches

- Web Developer/Designer. We’ve interviewed three candidates, and are scheduling a fourth for later this month.
- Serials Coordinator. We’ve made an offer and will make an announcement pending verification of employment history and educational credentials.
- Dewey Administrative Support Assistant. We’ve interviewed four candidates; I expect a memo from the search committee this week.
- Subject Librarian for Anthropology, Geography and Planning, and Communication. Search Committee: The deadline for applications has been extended to October 5. I expect a memo from the search committee this week regarding whom to interview.
- Dewey Visiting Assistant Librarian. We’ve interviewed four candidates; I expect a recommendation this week.

- Director of Technical Services and Library Systems. We will seek permission to hire in the next week or two; the job will hopefully be posted by the end of October.
- Reference Librarian. We plan to conduct an internal search for this position.
- Subject Librarian for Dewey. We are developing the job description.

#### Student Advisory Board

We have had an overwhelming response to our call for members of the Libraries' Student Advisory Board, with approximately 100 volunteers. Rather than turn anyone away, we decided to split the group in two and have half meet during the fall and half meet during the spring semester. Our first meeting is on October 25.

#### Library Hours Task Force

At the request of the Libraries' Student Advisory Board, I have appointed a Task Force to make recommendations regarding the hours of operation for all three university libraries. The Task **Force** is conducting a survey of the student body during the week of October 24 about their use of the libraries and their preferences regarding library hours.

#### Open Access Week

The Libraries are hosting an event in recognition of Open Access Week on October 25. For more information, check out our press release.

### **UAC (Undergraduate Academic Council) – Karen Kiorpes and Christy Smith, Co-Chairs**

UAC met on October 18 and again on November 10. In its September meeting, UAC reviewed a proposal from the School of Social Welfare to revise their policies on termination from their major. In response to questions at that meeting, the School clarified the language of the policy and the circumstances under which a student would not receive a passing grade in Field Placements. The proposal was approved unanimously on October 18.

On October 18 UAC reviewed two revised General Education plans, one from Political Science and the other from Social Welfare. The former was approved. UAC has asked Social Welfare for a point of clarification regarding the Dewey Library role in the Plan.

Four new General Education Competency Plans were submitted. After the October meeting, Chair Kiorpes divided UAC voting members into subcommittees to review three of the new Competency Plans. Kiorpes assigned plans to subcommittees based on representation of a UAC faculty member in a discipline relevant to the department submitting the plan. The subcommittees reported on the plans at the UAC meeting on November 10.

- Computer Science: UAC will work with the department on required revisions before it can be approved.
- CNSE: Approved pending minor changes.
- Urban Studies and Planning: Approved pending minor changes.

The Human Development competency plan will be reviewed in time for discussion at the December 6 UAC meeting.

The Committee on Admissions and Academic Standing will be submitting a proposal for a statute of limitations for late withdrawal requests. Additionally, a proposal regarding readmission petitions may be forthcoming.

Two student cases are under review by Interdisciplinary Studies, including one internship.

On October 27, Kiorpes and Kathie Winchester met with Cynthia Fox and Jim Collins to discuss their request to SEC to create documentation of procedures to follow when a department or college proposes certain organizational changes. Recent proposed changes in the School of Business and in the College of Computer Engineering and Applied Sciences have brought such issues to the forefront, and there has been clarification regarding the role the SEC and UPPC should play in such proposals. Kiorpes and Winchester want to capture the jurisdiction for approvals, the steps needed, and the order of those steps, based on the types of administrative changes being proposed. They provided Fox and Collins a draft of a list of possible types of changes and a list of the groups that may be involved in approval and implementation.

### **ULC (University Life Council) – Ekow King, Chair**

I. Informational –

- a. Undergraduate Scholar Representation- The ULC continues to seek Undergraduate representation on the council.



- b. Charter Revisions - The Council also continues to review the ULC charter to ensure consistency with the structure and language of the University at Albany. Any changes made will be presented to the Senate body for approval.
  - c. Tobacco Free Campus Initiative (TFCI) – Investigations into the TFCI has yielded little information to date, but we have been informed that the initiative is in the hands of the Policy Advisory Group
- II. Reports of Actions –
- a. The Council has created a sub-committee to create a proposal for the development of a series of workshops to train our campus community how to lessen the effect of trauma do to incidents of discrimination on campus or incidents that impact our campus community. Deborah LaFond, Ekow King and Amani Edwards are currently serving on the committee
- III. Recommendations for Actions - None

### **UPPC (University Planning and Policy Council) – Cynthia Fox, Chair**

#### 1. Informational

- a. We are trying to bring the UPPC pages of the Senate website up to date. Minutes from the 2015-16 meetings of UPPC have been located and posted, and agendas and minutes for this year are being posted more regularly.
- b. We are trying to arrange for Sandra Starke, our recently hired Associate VP for Enrollment Management, to attend either our Nov 16 or our December 7 meeting.
- c. At our meeting of 10/19, UPPC’s recently reconstituted sub-committees, the Resource Analysis and Planning Committee (RAPC), chaired by Mitch Leventhal, and the University Facilities Committee, chaired by Sridar Chittur, presented their first reports.
- d. On 10/27, UPPC Chair Fox attended a meeting requested by UAC Co-Chair Karen Kiorpes to discuss the need for guidelines regarding the process of campus activities such as name changes to departments, the formation of new colleges, combining or merging and splitting schools, etc.
- e. The Council is next scheduled to meet on 11/16. The agenda includes one item of Old Business, a continuation of the discussion of the role of UPPC role in Compact Planning, and two items of New Business, a discussion of Senate policy and procedures re departmental name changes and reorganizations, and a proposed Resolution on CNSE.

#### 2. Actions Taken

- a. Following receipt of a revised LOI modified to address the concerns raised by UPPC on 10/19, UPPC Chair Fox signed the Campus Impact Form and forwarded the LOI for an MS in Digital Forensics (SOB) to Jon Bartow, Vice Dean for Graduate Education on 10/27.
- b. Following receipt of a revised LOI modified to address the concerns raised by UPPC on 10/19, UPPC Chair Fox signed the Campus Impact Form and forwarded the LOI for a Ph. D. Electrical and Computer Engineering (CEAS) to Jon Bartow, Vice Dean for Graduate Education on 10/27.

#### 3. Recommendations.

- a. None at this time

*Chair Fox reported that UPPC had met on Wednesday and had come to an agreement about its role in compact planning. She added the following:*

- 1) *The Senate would have the opportunity to present its priorities to the University at Albany Executive Committee at the same time as Deans do so. There would be further conversations*

*on how that voice was to be represented. There would also be reports received on the assessment of funded projects implemented and realized.*

- 2) *Regarding such items as department name changes, UPPC would draft a document to encourage continuity, given the member turnover from year to year. They recommended that policies, once decided upon, reside in an updated Senate Handbook.*
- 3) *UPPC had a preliminary discussion regarding what the CERS resolution under consideration might look like.*

## **NEW BUSINESS**

### **A. Results of the University at Albany 2016 Survey on Shared Governance**

Senate Chair Collins commented on the Reports on Shared Governance in his role as former GOV Chair. In summary, he explained that a second biennial Survey of Shared Governance was conducted in the spring of 2016 per the Senate Charter. He noted that the survey had been designed and distributed by the Committee on Assessment of Governance and Consultation, a standing committee of the Senate Governance Council, assisted by Joel Bloom from the Office of Institutional Research. He highlighted that there had been a 20% increase in the response rate in comparison to that of the first survey taken in 2014. He outlined the membership and work of the committee, noting that the reports had been vetted through the current GOV council as well as the SEC. Senate Chair Collins remarked on the many things of value learned from the survey process and data analysis. He concluded that the presentation was one of several steps to distribute information about shared governance to Senate constituents, adding that the Governance Council would be sponsoring a Forum on Shared Governance in the spring.

GOV Chair Karin Reinhold Karin Reinhold then reviewed [the reports on the survey results and recommendations, later made available on the Senate website](#).

### **B. Informational Item:**

Professor Cara Ocobock announced that at 2:00 p.m. she and a number of others had drafted a petition to President Stellar asking that he make UAlbany a Sanctuary Campus. She added that a large number of colleges and universities are already initiating this process. Professor Ocobock fielded questions and asked that interested individuals contact her on the subject.

## **ADJOURNMENT**

The Senate adjourned at 4:22 p.m.

Respectfully submitted by  
Elisa Lopez, Recorder