

University Senate Executive Committee

Monday, January 22, 2018
2:45 p.m.
UNH 300

Karin Reinhold, Senate Chair

Minutes

Present: Collins, James; Hamilton, Diane; Mallia, Mary Ellen; King, Ekow; McNutt, Louise-Anne; Mower, James; Poehlmann, Christian; Reinhold, Karin; Roberson, Tom; Rosenswig, Robert; Smith, Christy; Stellar, James; Wagner, David

Absent: Fontaine, Jerlisa; Franchini, Billie; Jewell, Carol; Little, Walter; Rafferty, Sean Spencer, Latonia

Guests: Szelest, Bruce; Murray, Ann Marie

The meeting convened at 2:45 p.m.

APPROVAL OF MINUTES

The minutes of November 27, 2017 were approved, with three abstentions.

A motion was made and unanimously approved to amend the order of agenda items to begin with the UFS report.

SUNY Senators' Report – Diane Hamilton, Walter Little, Latonia Spencer

- Senator Hamilton reviewed her report on the SUNY Faculty Senate Winter Plenary at SUNY Polytechnic from January 18-20, 2018, submitted as follows:

Several resolutions were discussed at length and passed. A couple of the resolutions had to do with internal functioning of the University Faculty Senate (bi-laws and such) and are not included below.

Only one resolution was returned to committee for further review; that was the last resolution on use of military rank at graduation ceremonies; some wording confirmations were needed.

- Support Services and Best Practices with Regard to Undocumented Students (passed)
 - that System designate an Undocumented/DACA Advisor
 - that the System wide Diversity Advisory Council create a subgroup to look into matters pertaining to undocumented students
 - that each campus identify a point person for resources for undocumented students
 - that System convene a meeting of campus contacts to discuss best practices and provide training
 - that System support a SUNY Dreamers Student Association where supports and resources can be shared
 - that campuses take undocumented student concerns into account when planning emergency procedures
 - that campuses develop alternative scholarship opportunities for undocumented students
 - that System provide an FAQ on undocumented student concerns
- Verification of Campus Governance Consultation on Academic Program Actions (passed)
 - that campuses establish faculty consultation procedures with regard to academic actions
 - that the Chancellor ensure Academic Officers work closely with faculty on academic program decisions
 - that all academic program actions require the signature of the campus governance leader to attest that consultation processes have taken place
 - that all involved work together to ensure no delay in the process

- SUNY Diversity Postdoctoral Fellowship Program (passed)
 - that System develop and fund a Diversity Postdoctoral Fellowship program
 - that System provide incentives for the hiring of such Fellows within SUNY
- Recommendations for Academic Advisors regarding International Students (passed)
 - that campus governance bodies ensure that academic advisors are informed of concerns related to international students, that they refer students to the international education office, and that they are aware of how registrations can impact visa status
 - that campus governance bodies ensure there is a process through which advisors can know which students are officially international students
- Re-examining the Definition of Liberal Arts Courses (passed)
 - that the Chancellor request re-examination and updating of the definitions for liberal arts courses
- Option to Include Military Rank at Graduation Ceremonies (returned to committee to confirm accuracy of terms used in the resolution)
 - that student who wish to include their military rank when announced at graduation may be permitted to do so

Final versions of the resolutions including any amendments discussed and approved during the Plenary will be available on the UFS website soon. The above is based on the original versions of the resolutions.

PROVOST'S REPORT – James R. Stellar

Provost Stellar reported that work on the Strategic Plan (SP) had progressed from the five working groups to a small group including the SP co-chairs, Alice Oldfather and Bruce Szelest from the President's Office. He explained that they were working on the final draft for President Rodríguez, to include feedback from the ten working group co-chairs and Jack Mahoney from Institutional Research. He and SP Co-Chair Christakis had begun sharing the draft plan for feedback, having just presented to the School of Social Welfare and other areas. The provost reminded that the goal was for President Rodríguez to unveil the final plan by April.

He stated that the School of Business Dean search did not result in a candidate but that they would be working with faculty to find more candidates. The four CFO finalists meanwhile, he added, were visiting during the week.

Per the provost, Associate Provost Ann Marie Murray provided a brief update on a proposal to develop a new Environmental and Sustainable Engineering department in CEAS.

Provost Stellar then responded to questions on topics including the Strategic Plan, CEAS funding and budget discussions.

SEC CHAIR'S REPORT – Karin Reinhold

I. Informational

Senate leadership refers to Chair Karin Reinhold, Immediate past Chair Jim Collins and Vice Chair Jim Mower.

On Dec 4th, Reinhold participated on the Immigration forum organized by M. Martinez.

On Dec 7th, Reinhold met with J. Mower, B. Franchini, C. Poehlmann, B. Szelest, A. D'Atri, JD Hyde, E. Lopez about the new Shared Governance website. We discussed content, support persons for each council will be responsible for updating the respective council webpages and councils need to consider information to share with the Senate constituencies. All councils should post their calendar, membership, agenda & minutes, and news and/or current issues as appropriate. The archives of the website are searchable.

On Dec 11th, Reinhold, E. Lopez, B. Szelest, and D'Atri met with Gregory Wiedeman, University Archivist, who demonstrated how to use the search function on the online archives.

On Dec 12th, Reinhold participated on “Food for Finals” which was well attended.

On Dec 12th, Reinhold received a letter from Professor P. Eppard, Chair of Information Science, who, on behalf of the faculty, communicated that they are pleased with the department’s move from College of Engineering and Applied Sciences to the College of Emergency Preparedness, Homeland Security and Cybersecurity; he also expressed gratitude to Provost Stellar for the assistance provided during this transition.

On Dec 13th, Chair of UPPC, J Collins announced that UPPC will be looking into the concern about student preparation, trends over the past 10 years.

Chair Reinhold received a request that council chairs use a microphone when addressing the Senate because it is otherwise hard to hear.

As of Jan 8, the council and committee web-pages now have a section for meeting dates, agendas and minutes, news and initiatives, and membership. Council staff members have access to make updates to these pages.

II. Actions taken

Communicated to all Council’s support persons instruction for updating the new website for their council.

Drafted a letter of affirmation that formal consultation has been fulfilled on the matter of the move of the Department of Information Science to CEHC.

Requested a Budget presentation for SEC from J. Van Voorst, VP for Finance and Admin.

III. Recommendations for actions

Deadline for programs to submit proposals to the respective councils: 10 days before the council’s meeting date.

IV. Announcements

- Provost Stellar requested ideas on how to deliver the plans outlined for the Strategic Plan, by e-mail.
- A budget presentation can be found on MyUAlbany
- 2018 President’s Awards for Exemplary Public Engagement
Nomination deadline: Saturday, February 10, 2018 - Mary Hunt
- SUNY-wide Advising Conference at UAlbany - Feb 23 <https://advisingsuny.wordpress.com/>

- **SAVE THE DATE:**
 - Senate Forum of *Gender Equity and Inclusion*, tentative date: February 13th .
 - Senate Forum of *Arts and Humanities*, tentative date: March 6th .
 - **Spring Faculty Address**, April 3rd at 1:00 pm in the Campus Center Ballroom.
 - Senate Forum on *The State of IT on Campus*, tentative date: April 10th .

- April 1st : Date planned for Strategic Plans to be submitted.
- President’s Inauguration; April 13th.
- SUNY Undergraduate Research Symposium 2018: Friday, April 20 at Oneonta, and Saturday, April 21 at Monroe County Community College.
- All news and stories should be directed to Jordan Carleo-Evangelist, Director Communications & State Relations.

Chair Reinhold reviewed her written report, noting that a date change was pending for the Arts and Humanities forum in March.

OTHER REPORTS

GSA (Graduate Student Organization) – Dawn Wharram, Lead Senator

- Nothing to report.

Senator Tom Roberson reported on behalf of GSA, listing upcoming meetings including the following: 2/2 guest Jason Jones, 2/16 special meeting – presentation by VP Christakis and Provost Stellar on the SP. Senator Roberson noted that Governor Cuomo has asked SUNY how student activities are being allocated. The senator noted that every spring students lobby the capital, and this will likely be an item of concern this year.

SA (Student Association) –Jerlisa Fontaine, President

- Nothing to report.

COUNCIL/COMMITTEE CHAIRS' REPORTS:

CAA (Council on Academic Assessment) – Istvan Kecskes, Chair & Mary Ellen Mallia Co-Chair

- Review of GEAC report on Social Sciences General Education Assessment. The report was presented by Allison Hosier and discussed and reviewed by the group. Some concerns were raised regarding the number of course. There was some discussion of means to improve the quality of the responses. A motion was made to approve the report as submitted, and it was seconds and unanimously approved.
- Review of APRC report on the 2015-16 Geography and Planning Program Review. The report was presented by Jiping Liu, and discussed and reviewed by the group. The group discussed the report and a motion was made to approve as accepted and was approved with one abstention (a member of the department is also a member of CAA).

Co-Chair Mallia noted that CAA had met on December 5th. She stated that the programming subcommittee had reviewed a Geography and Planning proposal. She reported on Gen Ed assessments, with a reminder to get forms in to CAA due to recent missing items. University in the HS was ready, Co-Chair Mallia added. Lastly, she indicated that CAA had a docket lined up with spring meetings.

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

- Nothing reported.

CERS (Committee on Ethics in Research and Scholarship) – Michael Jerison, Outgoing Chair; David G. Wagner, Incoming Chair

- David Wagner has replaced Michael Jerison as chair of CERS and as a member of SEC.

COR (Council on Research) –Robert Rosenswig, Chair

- Nothing reported.

Chair Rosenswig added that COR would be meeting the next Monday and deciding on grants on FRAPPE. He explained that COR had worked on its webpage and on calculating the time spent in evaluating – 108 hours in subcommittee time only. He indicated that COR was considering how to become more efficient and thanked the Provost's Office for their contributions.

CPCA (Council on Promotions and Continuing Appointments) – Louise-Anne McNutt, Outgoing Chair; Jim Hargett, Incoming Chair

- Jim Hargett is the new chair

GAC (Graduate Academic Council) –Sean Rafferty, Chair

- Nothing to report.

GOV (Governance Council) – James Mower, Chair

- Nothing to report.

Chair Mower reviewed additions to his report, submitted as follows:

I attended the State of SUNY address on 1/22/2017 given by SUNY Chancellor Christine Johnson. The Chancellor outlined 4 themes for her administration:

1. Innovation and Entrepreneurship
 - a. Emphasized importance of research in artificial intelligence and machine learning
 - b. Wants to increase cross-disciplinary research between engineering and liberal arts programs
 - c. Believes that it would be good to hire new early career faculty (noted that 40% of SUNY faculty are nearing retirement)
2. Individualized Education
 - a. Would like to increase opportunities for lifelong learning (which she referred to as ‘just in time’ learning, given her statement that technical education has about a 5-year shelf life)
 - b. Committed herself to installation of food pantries on all 64 campuses
3. Sustainability
 - a. Given that SUNY operates about 40% of all state buildings, wants to see campuses go green ahead of the Governor’s 2030 deadline. SUNY will work with NYSERDA to accomplish this.
 - b. Supports Excelsior program and student retention efforts
4. Partnerships
 - a. Wants to establish partnerships down to the elementary school level
 - b. Would like to see increases in study abroad programs
 - c. Wants to establish a SUNY system-wide endowment similar to those in California and Texas

A transcript of her address is now at <http://www.suny.edu/about/leadership/chancellor/speeches/sotus-2018/>

LISC (Council on Libraries, Information Systems, and Computing) – Billie Franchini, Chair

- Submitted by Billie Franchini, Chair, January 10, 2018

The Council on Libraries, Information Services, and Computing (LISC) met on December 7, 2017. During the meeting,

I. Report/Updates from Libraries (Rebecca Mugridge, Dean of Libraries)

- A. The University Libraries posted a position for a new full-time Web Developer/Designer with an application deadline of December 20.
- B. The University Libraries is searching for a User Experience Librarian, with an application deadline of January 19.
- C. The University Libraries are working with the Office of Campus Planning to develop plans to perform some renovations for the University Library basement level. This will likely involve removing some partitions, replacing carpeting, relocating microforms, and replacing worn furniture.
- D. The University Libraries are planning to create four new group study rooms on the first floor of the University Library.

II. Report/Updates from ITS (Chris Moore, Director of the Educational Technology Center, reporting for Simeon Ananou, Vice President of Information Technology Services and CIO)

- A. The new University website project was on target for a Phase 1 release by the end of this year. Phase 1 includes the highest-used University pages for students, such as Admissions, Academics, Student Life, Financial Aid, etc. The timeframe for Phase 2, which includes other administrative offices, will be established sometime after Phase 1 is underway.
- B. As part of an overall web accessibility compliance effort, ITS has developed an online accessibility awareness course using Blackboard. Approximately 1700 people, including vice presidents, deans, and any individuals with responsibilities for creating, updating, or changing digital content, are expected to complete the awareness training by January 31, 2018. Additional trainings will be developed for all staff with responsibility for digital content to ensure they have appropriate knowledge and skills regarding accessibility. The University will continue embedding accessibility requirements, training and best practices into the fabric of our campus culture. The sheer volume of digital content across campus makes this initiative a challenging one.
- C. ITS continues to strengthen its Information Security Posture by purchasing and implementing the Palo Alto firewall. ITS is also in the process of consolidating our computer domains across University to yield the following benefits:
 - o Cost savings (licensing and hardware)
 - o Increased security
 - o Comprehensive inventory of UAlbany hardware and software
 - o Consistent application of passwords, firewalls, encryption, etc.
 - o Ability to rapidly push changes across the campus
 - o Proactive detection and reporting of vulnerabilities/Rapid assessment of institutional exposure
 - o Auditable ability to ensure machines are patched
 - o Reduce complexity
 - o Better resources for customer support
 - o Compliance audits (GLBA, NIST 800-171, GDPR)

III. New Business

- a. The Information Technology Usage & Policy Committee will be working to review policies and procedures related to the new Shared Governance website.
- b. The Library Committee will spend time during the Spring semester investigating a possible statement or policy regarding Open Access publishing.

UAC (Undergraduate Academic Council) –Karen Kiorpes, Chair and Christy Smith, Co-Chair

- UAC met on December 7. It was reported that:
 - Informatics will be moving to the College of Emergency Preparedness
 - The Global Distinction milestone was approved by the senate.
 - Currently, there are four majors and one minor in the pre-UAC proposal phase.
 - American Sign Language was approved for General Education requirements.
 - Policies on exceptions for course withdrawal deadlines and S/U exceptions have been reviewed. The same deadlines were approved for both and are to be implemented in Fall 2018.

- The next meeting will be on January 25 at 10:00.

ULC (University Life Council) – Ekow King, Chair

- Nothing to report.

Chair King reported that ULC would hold its first semester meeting on Wednesday. He noted that they would discuss changes in the Charter and how to deal with adding CSEA staff to the council.

UPPC (University Planning and Policy Council) – James Collins, Chair

- Information:

The Council met on December 13.

Provost James Stellar reported that a new Dean had been appointed for the School of Public Health, and that the search for a Dean of the School of Business was in the final stages. He reported that the Strategic Planning teams would meet on December 15 to prepare a draft version of an overall Strategic Plan by January 15, at which point presentations throughout the University would commence. For more information see: <https://www.albany.edu/strategicplan/events.shtml>. The Provost also took questions about the status of the move of the Department of Information Science from the CEAS to CEHCS, reporting that the process was nearly completed and needed acknowledgment in writing that the University Senate had been formally consulted about the change of department location and College composition.

The Council heard a report from VP for Finance and Administration James Van Voorst, on the budget plans to deal with a 10M ‘structural deficit’ predicted for the University. A PowerPoint presentation “The Campus Financial Plan: Budget Status for 17-18 and 18-19” is available on MyUAlbany, Finances, Presentations: https://portal.itsli.albany.edu/documents/14702/22015/Campus_Financial_Plan_1718

Council members asked why, given that the deficit is attributed to the cost of recurring labor contracts for faculty and staff, there is not advance budget planning for these predictable costs. VP Van Voorst and Provost Stellar responded that given the larger context, it is well-nigh impossible to set aside funds for future contracts. The Legislature and Governor’s office essentially want new programs or tangible services to more students before allocating any monies.

Chair Collins reported to the Council and Guests on the following:

1. That Council policy is that proposals to be considered by the Council should be submitted 10 or more days prior to the next scheduled meeting.
2. That given the salience of ‘student success’ as a goal in the new strategic planning, coupled with recurrent, though disputed, claims that the academic preparation of newer students has declined, Council members have suggested that the academic preparation of entering classes is an issue that the Council should study further, using baseline quantitative data on the academic profile of entering freshmen classes for a decade, as well as reports from academic departments.
3. That three resolutions from the SUNY Senate on “Attendance Policy Accommodation for Military Drills and Training”, “To Provide Free Access to

Menstrual Products at all SUNY Campuses in All Restrooms”, and “To Recognize the Second Monday of October as Indigenous Peoples’ Day” had been referred to the Resource Analysis and Planning Committee (RAPC), and to the University Life Council, for further study of policy and financial issues.

RAPC Chair Leventhal reported on the 11/30/17 meeting of the Committee. He reiterated many of the points that Provost Van Voorst had made about the budget planning for 17-18 and 18-19. He also reported on Committee discussions with Harvey Chairs, VP for International Education and Global Strategy (CIEGS), and John Pomeroy, Director of International Admissions and Recruitment. Chair Leventhal noted that the CIEGS focused primarily on undergraduate students and presented a RAPC resolution that the University needed to increase its efforts to recruit international graduate students, which could be done through the strategic use of on-site recruiters in various countries. Lastly, he reported that, according to VP Van Voorst, University policies regarding attendance and military drills and training are unclear, but will need to be aligned with SUNY policies on the matter. The financial implications are also unclear, though it appears there has been only one request for an attendance waiver in recent years.

Facilities Committee Chair Sridar Chittur submitted a written report, which Chair Collins summarized, of Facilities meeting in the morning of December 13th. First, the Committee continued to discuss options for improving access to parking by Health Science (HSC) students who must take courses on the Main Campus. Options discussed include better bus service or free parking decals. Second, the Committee discussed the SUNY Senate resolution on access to menstrual products in University restrooms, noting uncertainties of current provision and policy, possible indignities for students or faculty, and the need to involve other constituencies in the Committee's study of the matter. Third and last, the Committee reiterates the problem that faculty and staff frequently report not being consulted or notified about facilities changes until such changes are imminent. The Committee recommends that forums be held with affected faculty and staff when anticipated facilities changes are planned.

Actions:

Chair Collins has begun to organize a Senate Forum on Gender Equity and Inclusion at the University on February 13th, focusing on pay equity, sexual harassment and sports participation.

Recommendations:

1. That given the salience of 'student success' as a goal in the new strategic planning, and recurring claims that newer students are less well academically prepared than previous cohorts, the Council should study whether there has been a change in the academic preparation of entering freshman classes, using baseline quantitative data on the academic profile of entering freshmen classes for the past decade, as well as reports on the matter from academic departments.
2. From the Resource Analysis and Planning Committee: that Graduate Studies survey graduate departments to determine which are interested in having assistance in increasing international graduate enrollment and to create a designated graduate international recruitment position which would interface with the existing international recruitment infrastructure at CIEGS to recruit for departments which choose to participate.
3. From the Facilities Committee: That the relevant office within Campus Planning Committee offer timely forums to affected faculty and staff when facilities changes are planned, scheduling such forums well in advance of actual changes, and reminding supervisors and academic department chairs of the importance of timely discussion opportunities for the faculty and staff they supervise.

The Council next meets on January 31.

Chair Collins added that he and Vice Chair / GOV Chair Mower had met with the Provost, Ann Marie Murray and Bruce Szelest and asked about the slow implementation of and next steps for the contingent concerns recommendations. He noted that he had learned Satyendra Kumar from Office for Research tracks institutes and centers, and he would forward that information to the COR Chair. The UPPC Chair updated on several items, summarized as follows:

- *He remarked on an article in the Times Union regarding U Buffalo, Albany Law School and the Rockefeller College and Institute collaborating in a policy research initiative (that had not been brought to the Senate).*
- *Senate reps in Strategic Plan working groups – remind to ask for inclusion*
- *Budget – recommendation that UUP and Senate be on the ground level of process, given suddenness of announced 'structural deficit' and vagueness about how Strategic Plan influenced budgeting.*
- *Council member Kajal Lahiri has suggested and Chair Collins is requesting information from Jack Mahoney of Institutional Research, a 10-year time series on incoming freshman profiles. Will ask regarding transfers, academic dismissal rates, how much students are working at jobs to stay here*
- *Subcommittees:*
 - Resource Analysis and Planning Committee – RAPC recommends that the Office of Graduate Studies conduct a survey of graduate departments to determine which are interested in enhanced efforts to recruit international graduate students, especially at the MA level.*
 - Facilities – Committee recommends that the Office of Campus Planning suggest timely forums to inform faculty /staff of pending location changes, and that the office remind Chairs, Deans, and other supervisors to inform their staff and faculty of such fora.*

NEW BUSINESS

Budget Report

Chair Reinhold indicated that the budget report from Vice President for Finance and Administration James Van Voorst was postponed.

Proposal Submission Guidelines

The Chair asked council chairs to send her recommendations regarding respective deadlines for proposal submissions.

Lobbying Efforts

Members discussed how faculty and professionals might join in the annual student lobbying efforts. Suggestions included working with GSA and with UUP Chapter President Aaron Major, incorporating training on effective lobbying.

ADJOURNMENT

The meeting adjourned at approximately 4:49 p.m.

Respectfully submitted by
Elisa Lopez, Recorder