

## **University Senate Executive Committee**

Wednesday, April 26, 2017  
2:45 PM  
UNH 306

Jim Collins, Senate Chair

### **Minutes**

**Present:** Collins, James; Fabris, Daniele; Fossett, James; Hamilton, Diane; Jerison, Michael; Little, Walter; Mamorella, David; McNutt, Louise-Anne; Poehlmann, Christian; Reinhold, Karin; Skebe, Alifair; Smith, Christy; Wheeler, Darrell

**Guests:** Lane, Jason; Stessin, Michael

The meeting convened 2:47 p.m.

### **APPROVAL OF MINUTES**

The minutes of April 12 were unanimously approved.

### **INTERIM PROVOST'S REPORT**

Interim Provost Wheeler did not have anything to add since his 4/24 Senate meeting report but welcomed any questions.

### **SEC CHAIR'S REPORT – James Collins**

#### **I. Informational**

- a. Chair Collins, acting in his capacity as a member of the Presidential Search Committee, organized and attended a meeting on April 18<sup>th</sup> with the Chair of the Presidential Search Committee, members from UUP's Contingent Concerns Committee, and Senate leaders, to discuss part-time and contingent faculty issues vis a vis the next University President.
- b. On April 17 Chair Collins conferred with Vice Chair Karin Reinhold and Past Chair Cynthia Fox about the agenda for the April 21 Campus Governance Leaders meeting, submitting that agenda to Provost Wheeler and Chief of Staff Szelest on April 18.
- c. On April 19<sup>th</sup>, Chair Collins met with Vice Chair Karin Reinhold to prepare Council rosters for 2017-18 Senate.
- d. On April 19, Chair Collins attended a meeting of the Governance Committee on Council Nominations to discuss proposed 2017-2018 Senate Council rosters for referral to the April 24 Senate Meeting.

#### **II. Actions taken**

None

#### **III. Recommendations for actions**

None

*Senate Chair Collins asked all councils to add to their next meeting agendas the election of 2017-18 Chairs and to invite newly elected members to attend and to self-nominate. The Senate Chair took a poll of those presented and scheduled additional SEC meeting for Thursday, May 11, 10:00 a.m. to 12:00 p.m. in UNH 105.*

## **OTHER REPORTS**

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

- Nothing to report

### **GSA (Graduate Student Association) – Saben Durio, GSA President**

- Nothing reported

### **SA (Student Association) – Felix Abreu, Student Association President**

- Nothing reported

## **COUNCIL/COMMITTEE CHAIRS' REPORTS:**

### **CAA (Council on Academic Assessment) – Alifair Skebe, Chair**

In an effort to increase transparency and ease of workflow for the University Senate, Chair collected and submitted CAA procedural materials to Senate Chair, including a brief history of CAA as well as the Table of Contents for a three-part orientation packet available exclusively to members of the Council through the Middle States Wiki.

GEAC Chair met with Rick Fogerty to discuss the assessment of “Competencies within the Major.” Rick has requested that a representative from GEAC attend his UAC meetings. The Directors (Doellefeld) reported that program review onsite visits are under way and gen ed assessments for next year are in process. There is some difficulty in getting full departmental compliance with the assessment process. The council may need to address this in future. He also mentioned the impending assessment of all units; the relationship of this review process and CAA is yet to be determined and will unfold in future. Jack Mahoney discussed the question of program review in Strategic Planning.

Approved the General Education Assessment Cycle for 2018-2022.

*Chair Skebe added the following:*

*CAA met this morning. APRC approved two program review reports, and we spoke with Bill Hedberg about the UUP report on SIRFs in evaluating part time teaching faculty. We put forth the CAA report of recommendations for assessment of teaching faculty. SEC members discussed the problem of departmental noncompliance with assessment and the role of the Senate and the academic Administration in improving the issue.*

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

- Nothing to report

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

- The CERS website <http://www.albany.edu/senate/cers.htm> has a link to a summary of University at Albany policy and procedures for dealing with misconduct in research and scholarship. There have been no reported cases of misconduct in the past three years.

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

- Nothing reported

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

- The Council has proposed a Charter amendment to increase the number of members.

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

- Nothing reported

*Chair Fossett reported that GAC had approved two bills, on the agenda under new business. He reiterated the request for data from the administration on UA international statistics related to the goal of growth to 20,000 students, and Senate Chair Collins stated that he would follow up on behalf of the SEC.*

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

**On Mar 29<sup>th</sup>:** Governance considered enfranchising part time faculty. Informed by the reports on contingent concerns written by the Blue Ribbon panel (Report of the Panel on Part-time and Contingent Faculty and Staff) and UUP (Woven Into its Very Fabric: a Report on Contingent Labor at the University at Albany, Survey Data Analysis and Policy Proposals), as well as the AAUP report (The inclusion in Governance of Faculty Members holding Contingent Appointments), the council agreed to extend voting rights to part time faculty. Historically, part time faculty were not given voting rights because they were thought as being hired on a short, temporary situation. This has ceased to be the case at our institution and nationwide. A large percentage of faculty holding part time appointments work in their positions for several years in a row. More than 20% of part time faculty has been in their position for more than 10 years. Therefore, the council decided to grant voting rights to part time faculty who has been employed a minimum of one year or a minimum of two semesters.

Part time teaching faculty consists of more than 50% of the teaching faculty. Adding them to the roster of voting faculty will have consequences to voting procedures that require a quorum of faculty. Keeping the current rules for amending the Bylaws with a considerably larger roster of voting faculty could prove unworkable. Therefore, the council also recommended reconsidering the procedure for amending the Senate Bylaws.

The Chair requested recommendations for the Senate webpage, which are listed below.

The Council discussed issues related to video recording of Senate meetings. Some concerns presented by the chair were that people would be afraid to talk at Senate meetings because they are being videotaped or that people would be less candid in their presentations because of a fear that what they say can be taken out of context and misused. The Council felt that these could be initial responses but that people soon would feel comfortable enough with the technology that it would not be a serious detriment to Senate discussions. A few members were familiar with the videotaping of Senate meetings in Florida and they felt comfortable with it. In general, it was felt that the advantage of having this technology that brings information out the larger community in a direct way, without the processing that minutes are subject to, and in a much faster way, far outweighs the possible negative side.

On Mar 31<sup>st</sup>, Collins, Poehlmann, and Reinhold met to discuss the process for council membership for next year.  
Recommendations:

1. Procedures to enfranchise part time faculty should go together with a new procedure to amend the Senate Bylaws.
2. Recommendations for the Senate website:
  - Front Senate page should have a) News, b) top issues/cases/stories the Senate is considering, and if appropriate c) information about a particular issue.
  - More frequent updating of legislation.
  - In the membership area, each individual Senator should be able to post articles on Senate issues (blog).
  - Support for the webpages. Elisa may get overwhelmed.
  - Easy access to updates on the status of programs, resolutions, etc. that have been submitted to the Senate for review.
  - Each sub-council should have a brief description “about this body”.
  - UPPC should have a link to information about the university’s budget.

Actions taken:

- The Governance Council endorsed:
  1. The proposal for governance representation in the Assessment Advisory Committee.
  2. Enfranchising part time faculty.
- The Governance Council approved a Charter amendment of Section IX: *Amendment of the Charter*. The current version requires 2/3 of Senators to pass. The proposal changes this requirement to 2/3 of **voting** Senators.

On Apr Reinhold was invited to participate in “Immigration in the age of Trump” forum, Apr 17, 2017.

On Apr 10<sup>th</sup>: A) Councils’ membership meeting with C. Poehlmann, J. Collins & C. Fox. B) Certification of elections meeting with Julie-Anne Crisafulli of ITS and the elections committee. The results were as follows.

- Open at large: Billie Franchini & Maritza Martinez,
- Professional at large: Annette Richie,
- Part time at large: Virginia Yonkers & Patricia Keyes.
- Amendments to bylaws had strong support but did not pass because the number of votes casted was less than 30% of voting faculty.
- Total votes: 308. Teaching faculty: 166/666, Professional faculty: 122/842, MC 3/78, Librarians 17/32, Research 10/30.

On Apr 11<sup>th</sup>: Reinhold met with Branding Development expedition.

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

- Director of Technical Services and Library Systems. We are holding four on-campus interviews.
- Subject Librarian for Anthropology, Geography and Planning, and Communications. This search has been completed; Priscilla Seaman will be joining the Libraries on April 20. Priscilla comes to us from the University of Tennessee at Chattanooga. She has a BA in Anthropology from UAlbany, and an MSIS from the University of Tennessee at Knoxville.
- Web Developer/Designer. Our search for this position was unsuccessful; we will re-assess this position after the Director of Technical Services and Library Systems is on-board.

The **Library Hours Task Force** has completed its work and submitted recommendations to the Library Policy Group. As part of its work, the Task Force conducted a survey of faculty, staff, and students, receiving 803 responses from students and 548 from faculty and staff. We will be reviewing their recommendations with the goal of implementing any changes to our hours in the fall.

**Virtual Research Consultations Task Force.** The Libraries have formed a group to investigate our ability to offer virtual research consultations. Currently, we offer in person research consultations by appointment in addition to our chat, email, phone, and in-person reference assistance. The ability to offer virtual research consultations will allow us to reach more of our students, including those enrolled in online courses.

*Chair Mamorella reminded that CIO Simeon Ananou requested to speak for 10 minutes at the final Senate meeting. Senate Chair Collins asked that LISC reach out to ITS regarding assisting with advisement on Senate website modifications.*

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

- General Education Committed reported it reviewed two course proposals.
- Committee on Academic Standing reported that because the deadline for dropped courses was last week CAS is meeting every week to hear petitions for late drops as well as petitions for readmission.
- Interdisciplinary Studies Committee reported it approved one proposal for a student-initiated interdisciplinary major.
- Curriculum and Honors reported it approved revisions to the Globalization Studies major, adding a capstone and electives.
- A proposal for a change in the History major is currently under review.
- The State Education Department notified the campus that the Rhetoric and Communications major name change to Communication has been approved. The change will be implemented in the fall.
- The Associate Dean for Undergraduate Research, Suraj Commuri, introduced two UUNI courses for freshmen and sophomores on understanding and conducting research. The objective is to stimulate student interest in doing research and to give students the skills to conduct research. The courses were approved unanimously. UAC approved some changes to the Academic Retention Policy. A section was added about academic standing assigned to students who do not complete any A-E courses, and a sentence to clarify conditions for dismissal was edited.
- UAC reviewed a proposal for an 18-credit minor in Leadership from the Department of Educational Policy and Leadership. The minor will be interdisciplinary in nature, but will have a strong leadership theory core. Changes to the proposal will be made based on UAC feedback and will be discussed again at the next UAC meeting next week.

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

- Nothing reported

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

- Nothing to report

### **NEW BUSINESS**

- **Senate Bill 1617-04: PROPOSAL TO ESTABLISH AN M.S. IN DATA SCIENCE**

Professor Michael Stessin of Economics provided an overview of bill 1617-04. GAC Chair Fossett stressed that GAC strongly supported the proposal, which had also been approved by UPPC.

A motion was made and unanimously approved that bill 1617-04 was ready to go to the Senate floor.

- **Senate Bill 1617-05: PROPOSAL TO ESTABLISH A GRADUATE CERTIFICATE PROGRAM IN COMMUNITY COLLEGE LEADERSHIP**

Chair of the Department of Educational Policy & Leadership Jason Lane provided background on and a review of the proposal, which had been endorsed by GAC and UPPC.

A motion was made and unanimously approved that bill 1617-05 was ready to go to the Senate floor.

### **UNFINISHED BUSINESS**

#### **Templates and guidelines for maintaining Council procedures and Guidelines for Council and Committee reports to Senate, and maintaining records on the Senate web page.**

Discussion on these items continued. Members agreed that it would be helpful for institutional memory to document councils and committee procedures and guidelines. The SEC considered use of the Senate shared drive, Senate Handbook, and links on the Senate webpages. Chair Collins would e-mail information to pass along to incoming Chairs.

### **ADJOURNMENT**

The meeting adjourned at 4:10 p.m.

Respectfully submitted by  
Elisa Lopez, Recorder