

University Senate Executive Committee

Monday, January 30, 2017
2:45 PM
UNH 306

Jim Collins, Senate Chair

Minutes

Present: Collins, James; Fabris, Daniele; Durio, Saben; Fabris, Daniele; Fossett, James; Fox, Cynthia; Hamilton, Diane; Jerison, Michael; LaFond, Deborah (for Ekow King); Little, Walter; Mamorella, David; McNutt, Louise-Anne; Poehlmann, Christian; Reinhold, Karin; Skebe, Alifair; Smith, Christy; Wheeler, Darrell

Guests: Szelest, Bruce

The meeting convened at approximately 2:50 p.m.

Chair Collins asked for a motion, which was unanimously approved, to amend the agenda to add 2 items of new business.

APPROVAL OF MINUTES

The minutes of November 30 were approved with the following voting results: 11 Approved, 0 Opposed, 2 Abstained.

INTERIM PROVOST'S REPORT – DARRELL WHEELER

Interim Provost Wheeler announced that the next institutional-wide event to provide feedback on Strategic planning would take place on February 10 from 8:30 a.m. to 1:00 p.m. by invitation. Input would be diverse, concentrated and intentionally representative, with an invitation extended to the campus community to participate in a limited number of spaces.

The Interim Provost reported progress on dean searches: [Bob Griffin had been appointed Dean of the College of Emergency Preparedness, Homeland Security and Cybersecurity](#), to begin in July; the School of Business Dean Search Committee, chaired by Dean of the College of Arts and Sciences Edelgard Wulfert, was reviewing applications and would begin initial interviews soon; the School of Public Health RFP was moving forward to secure a search firm.

Chief of Staff Szelest, he noted, was working with others to review data on capacity, right sizing and implementation to ensure a tighter relationship between enrollment projections, actuals and the budgets, and to engage in intentional planning. The Interim Provost added that his team, including representatives from Enrollment and Budget, would review a forthcoming report in February and meet with all the Deans and units.

Interim Provost Wheeler updated that President and Dean Alicia Ouellette of Albany Law School would be attending the next Senate meeting regarding the affiliation. He stated that EOP, which reports to the Provost's Office, would have an external body review to provide independent feedback on language in Policy and Procedure documents. He added that the forum on contingent concerns was targeted for March 21 or 23. The Provost's Office, he explained, was working on a plan to review and update the Faculty Handbook, referenced in the Senate Handbook. Lastly, Interim Provost Wheeler reiterated to please forward requests for reports on specific topics prior to the meetings.

SEC CHAIR'S REPORT – James Collins

I. Informational

1. On December 9 Chair Collins met with an outside consultant preparing an administrative report on the Office of Management and Budget. This was requested by VP James Van Voorst.
2. On December 9 and 10, Chair Collins, along with other Senate leaders, chairs and members took part in the Strategic Planning “Concert of Ideas” events. Except for senate members, UUP members, and Department Chairs, faculty attendance was sparse. On December 20, The Office of the Provost sent out a summary of the event, and an overview of steps in the planning process, for those wishing to provide timely corrective feedback as the plan develops.
3. On December 13, 2016, Senate leaders (Collins, Reinhold and Fox), met with Provost Wheeler and Chief of Staff Szelest. Among items discussed were the following:
 - a. Status of CNSE vis a vis UA
 - b. Proposed changes within CEAS
 - c. Implementation of Panel Recommendations on Contingent Concerns
 - d. Implementation of Panel Recommendations on Graduate Student Concerns
 - e. Planning for Critical Conversation on Humanities
 - f. Interim Director of ITLAL
 - g. Support for the Senate
4. On December 14, Senate leaders (Collins, Fox and Reinhold) met with Paul Stasi, Academic Vice President for Academics of the Albany Chapter of UUP, to discuss common Senate and Union concerns. Primary among those were (a) loss of faculty in the Humanities and Social Sciences 2007-2014, and (b) support for Contingent Faculty.
5. On December 14, Chair Collins confirmed with Associate VP Anne-Marie Murray a 02/13/17 Senate presentation from Dean Ouellette of the Albany Law School, on the Albany Law/UAlbany affiliation.
6. On December 16, Senate leaders confirmed a schedule of Campus Governance Leaders’ meetings for spring 2017 with the Office of the Provost.
7. On December 27-28, Chair Collins reviewed the 2010 Senate Handbook as well as notes from the UPPC working group on Senate procedures for vetting and approving administrative changes. He sent a planning memo to members of the Governance Council, responsible for the Senate Handbook, and to member of the UPPC working group, responsible for procedures on administrative changes, since representatives from both Councils need to meet and discuss coordinating their work.
8. On January 4, Chair Collins was invited to attend a PIP (Performance Improvement Planning) pre-meeting on January 18, 2017 with University administrators, prior to their attending a SUNY meeting with Provost Cartwright, also on January 18, to discuss the UA plan for the same. Chair Collins was unable attend, but Immediate Past Chair Cynthia Fox and Vice Chair Karin Reinhold attended in his place.

II. Actions taken

1. On November 15, Chair Collins referred “The place of student evaluations in assessing faculty teaching,” a UUP report on SIRFs, to the Chairs of CAA and CPCA.
2. On November 30, Chair Collins asked the Chairs of COR (Fabris) and CERS (Jerison) and the Dean’s Representative to UPPC (Rethemeyer) to jointly consider the status and reporting criteria for grants.
3. On December 28, Chair Collins sent a planning memo to members of the Governance Council, responsible for revising the Senate Handbook, and member of the UPPC working group, responsible for procedures on administrative changes, informing representatives from both Councils of the need to coordinate their work, updating the Senate Handbook and providing a statement of process for Senate consideration of administrative changes.

III. Recommendations for actions

None

Senate Chair Collins added the following updates:

- *CEAS has proposed another departmental name change*
- *There will be a forum regarding contingent concerns on March 21*
- *A Critical Conversation on Humanities will take place on Monday, February 27, 2:00-4:00 p.m. in the Campus Center Ballroom*
- *The Interim Director of ITLAL announcement is soon to be posted*

The Chair also noted that the Senate Handbook, initiated and last revised in 2010, connects with the theme of small administrative changes. He underlined that pages 7-8 include a statement encouraging council Chairs to keep written

procedures. He charged the SEC to research if such procedures exist for their respective councils and committees. He added that Senate Secretary Poehlmann would be requesting Senate reports be submitted by that upcoming Friday.

OTHER REPORTS

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

- The University Faculty Senators submitted the official documents (Q&A with the Chancellor, Resolutions, Committee Reports) produced from the winter plenary meeting at SUNY Old Westbury.

Senator Little stressed that there was a lot going on and reminded that UFS had sent an e-mail out that past week regarding some of the many recent endorsement, including those in the latest [SUNY Plenary Report](#). He added that SUNY System was coordinating with the AG trying to get Presidents on board. Going forward, Senator Little promised to send periodic UFS updates to GOV Chair Reinhold and others, copying Provost Wheeler.

GSA (Graduate Student Association) – Seban Durio, GSA President

- Nothing reported.

New GSA President Durio reported that Interim Stellar and VP for Student Affairs Christakis had attended their last meeting and addressed items in GSA's pending resolution.

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

- Nothing reported.

COUNCIL/COMMITTEE CHAIRS' REPORTS:

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

- Nothing reported.

Chair Collins welcomed new Chair Alifair Skebe, replacing Jim Mower who was on sabbatical.

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, Chair

- Nothing reported.

COR (Council on Research) – Daniele Fabris, Chair

- During the break, the CoR subcommittees have had the opportunity to complete several tasks. Most important, they provided recommendations on several awards to VPR J. Dias. These are some relevant stats:
 - Benevolent Association Graduate Fellowship Research Award. A total of 6 awards were recommended, among which 3 went to students in CAS-Anthropology, 2 in CAS-Psychology, and 1 in the Rockefeller College of Public Affairs and Policy.
 - Conferences and Journal Support Award. A total of 4 awards were recommended, one each to the RNA Institute, University Libraries, School of Criminal Justice, and CAS-English.

- o Excellence in Research and Creative Activities Committee. 3 awards were recommended in the Departments of Anthropology, Sociology, and Computer Science.
- o FRAP-A Award. A vote is pending to approve recommendations on 15 awards with the following breakdown:
 - 4 in CAS, among which 2 in the Dept. of Psychology, one each in Anthropology and History.
 - 1 in the School of Business, Dept. of Information Technology Management.
 - 6 in the College of Engineering and Applied Sciences, with 3 each in Computer Engineering and Computer Science.
 - 2 in the School of Social Welfare.
 - 2 in the Rockefeller College of Public Affairs and Policy, Dept. of Public Administration and Policy.
- In addition to discussing/voting on the subcommittees recommendations, CoR has been also engaged in refining the guidelines provided to both applicants and reviewers. The council is always looking for ways to make the process more transparent and efficient. Suggestions are always welcome.

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

- No specifics to report. The CPCA will provide a brief status report on movement of promotion and continuation files at the SEC meeting.

Chair McNutt outlined compliance issues that CPCA was considering per a recent UUP report on student evaluations.

GAC (Graduate Academic Council) – James Fossett, Chair

- Nothing reported.

GOV (Governance Council) – Karin Reinhold, Chair

- Report Governance Committee Jan 2017.
 - o Dec 7th : Governance started evaluating the representation of contingent faculty in the Senate. Holly McKenna & Annette Richie gave a presentation on the issue.
 - o Dec 21st UAlbany Council meeting: preliminary evaluation of search firms.
 - o Jan 13th UAlbany Council meeting: Sandra Starke, who has served as Binghamton University's enrollment management leader for the last 15 years has joined us. Her office conducted a survey of admitted top students that did not come to UAlbany, an exercise that will shape UAlbany strategy going forward to better attract the group 1 students.
 - o Jan 13th UAlbany Council meeting extended session: Interviews and selection of firm that will conduct the presidential search.
 - o Jan 18th Cynthia Fox and Karin Reinhold joined the UAlbany leadership team that met with SUNY Provost Alex Cartwright for UAlbany's Performance Improvement Plan. UAlbany is showing improvements in enrolment and retention and is addressing the challenges regarding graduate enrolments. Cartwright was very welcoming of faculty concerns, was supportive of humanities and social sciences programs and aware of their current challenges. He was aware of the challenges UAlbany faces with expansions into new colleges and programs and the situation of contingent faculty. UAlbany is invited to apply for funding to support ideas that would move the university forward.

Chair Reinhold noted that the presidential search would likely be delayed for a couple of months due to the pending approval of the selection of the search firm. She reported that GOV had met that past week, where the Vice President for Business and Finance gave a presentation on the budget. She noted that there would tentatively be the following forums and discussion this semester: Shared Governance (2/21); President Stellar's Critical Conversation on the Humanities and Social Sciences; Contingent Concerns (3/21); University at Albany's Identity.

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

- Nothing to report. LISC will meet on Feb. 6

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

- UAC met December 6. Robert Andrea from Office of the Provost made a presentation on considering the implications to federal and state financial aid (TAP in particular) when reviewing and approving new programs proposals or changes to existing programs. The university is responsible for oversight of financial aid programs and for determining undergraduate students'

eligibility to receive financial aid. Aid can only be awarded for coursework that counts towards a degree for the major, general education requirements, and electives. Minors are excluded as are prerequisites that are not part of the major. It is important that the Undergraduate Bulletin and the degree audits accurately reflect programs that are registered with State Education.

- UAC unanimously approved a Sociology BA Program Revision Proposal to increase the number of required upper division credits (300-level or above) from 12 to 18. This change aligns with State Education requirements. The proposal also adds an option of a Criminology concentration and a Families and Communities concentration to the major. Because of the nature of these changes, the proposal must be approved by SUNY and State Education.
- UAC also met December 20. The *Committee on Academic Standing (CAS)* has been meeting weekly up to this point reviewing various undergraduate exception forms and petitions. The committee will meet twice over the winter break to review fall 2016 academic dismissal appeals.
- *Interdisciplinary Studies Committee* — meeting scheduled for Tuesday, December 20th to review nine UUNI390 University Internship applications.
- The Competencies Plans for Public Health were finalized. The Competencies Plans for Human Development were reviewed. UAC requested additional information from syllabi prior to voting on the Plans.
- The first meeting of the UAC for the Spring semester will be on February 2, 2017.

ULC (University Life Council) –Deborah LaFond

- Nothing to report

Member Deborah LaFond reported that ULC had been reviewing their charge and make-up, under Chair King's leadership, per the Charter. She added that as the result of discussions that had begun that past March they had drafted a resolution regarding trauma responses and education workshops relevant to campus incidents. She provided an overview of the proposal and rationale for the resolution, further discussed under 'New Business'.

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

I. Informational

- a. The Council last met on December 7. In addition to the actions taken listed below, we heard a report from Associate Vice President for Financial Management and Budget Kim Bessette who answered questions about the recent announcement concerning the suspension of the next round of Compact Planning.
- b. Chair Fox accepted an invitation from Director of Sustainability Mary Ellen Mallia to meet on December 13 to discuss how her office should be interacting with the University Senate (i.e. in what capacity, what committees, etc).
- c. On January 18, Chair Fox and Senate Vice Chair Reinhold represented the Senate at a meeting called by SUNY Provost Andrew Cartwright to discuss campus strategic enrollment and educational effectiveness with UA's senior leadership. The Provost was looking for UA's 1) progress with respect to our Performance Improvement Plan (PIP) goals; 2) our goals beyond the PIP—i.e. assuming no constraints, what could be possible? 3) how our campus might or is already effectively working within our region—including as it relates to strategic enrollment—as well as related challenges; and 4) how System Administration can best support us. We also discussed reestablishing the enrollment/resource connection, our ideas about PIP proposals; internal enrollment competition; and mission differentiation.

II. Actions Taken

- a. The Council approved both a proposal from the Psychology Department to restore the Certificate of Graduate Studies in Autism and Applied Behavior Analysis (Psychology Department) and a proposal to revise the undergraduate B.A. in Sociology, including the addition of two concentrations.
- b. Director of Sustainability Mary Ellen Mallia has been invited to attend a future UPPC meeting.

III. Recommendations.

- c. None at this time

Chair Fox added that UPPC would meet on February 8. She noted that Vice President for Enrollment Management Sandra Starke, Kevin Williams, and Harvey Charles had agreed to attend the meeting to talk about enrollment. Chair Fox would also invite Dean Boyer to discuss the name change to the College of Engineering and Applied Sciences.

UNFINISHED BUSINESS

Chair Collins reported on the following:

1. Update: Reporting criteria for research and other grants

CERS Chair Michael Jerison and CoR Chair Daniele Fabris would be working together on this issue.

2. Update: procedures and routing for administrative changes

Procedures come largely out of 1) UPPC, which considers implications and 2) The Senate Handbook, which he, GOV Chair Reinhold, and Elections and Liaisons Chair Poehlmann would be working to revise.

3. Referral to Councils of recommendations from 2016 Survey of Shared Governance

On December 5 SEC chairs had been asked to review relevant recommendations over the break. Chair Collins reiterated the request, asking members to come back prepared for further discussion next month.

NEW BUSINESS

1. Council procedures

Chair Collins explained that the Senate Handbook contained a section on operations, with a recommendation that committee and council chairs document written procedures. He asked members to research their respective groups for the next meeting.

2. RESOLUTION TO RENEW AND STRENGTHEN UALBANY'S COMMITMENT TO A SAFE, DIVERSE AND INCLUSIVE MULTICULTURAL CAMPUS

A motion was made and unanimously approved that the above resolution go to the Senate floor, once revised per the SEC's recommendations. A second motion to support the revised resolution would be considered and voted upon via e-mail by the upcoming Friday afternoon.

3. ULC Resolution

Following further discussion of the proposal outlined by ULC member LaFond, it was agreed that ULC would circulate a draft of the proposal to the SEC but no vote would be taken at that time.

ADJOURNMENT

The meeting adjourned at 4:46 p.m.

Respectfully submitted by
Elisa Lopez, Recorder