

**University at Albany, State University of New York  
Governance Council**

**Monday, March 2, 2009**

Michael Range, Chair

**Minutes**

**Present:** Ray Bromley, Nan Carroll, Richard Collier, Nicholas Fahrenkopf, Candace Merbler, John Monfasani, Theresa Pardo, Michael Range, John Schmidt

The meeting convened at 11:30 am.

**APPROVAL OF MINUTES:**

The minutes of February 2, 2009 were approved as written.

**CHAIR'S REPORT BY MICHAEL RANGE:**

Chair Range forwarded recommendations for MSCHE to the Steering Committee co-Chairs Steven Messner and Sue Faerman. Council members had a discussion about whether GOV should contact those being recommended. The consensus was that it is GOV's duty to forward the names only.

Chair Range informed Council members that the proposed amendment regarding graduate courses was approved at the last Senate meeting on February 9.

At the last meeting of the Senate Executive Committee, the amendment for consultation was accepted almost unanimously and will be part of the agenda for the next Senate meeting on March 9<sup>th</sup>.

Chair Range spoke with CAFFECOR Chair, Malcolm Sherman, about taking up the matter of the conflict of interest issue. CAFFECOR is not anxious to do this but will if SEC charges them to do so. The matter was discussed at the last SEC meeting and SEC supports something being done about it. SEC charged the Senate Chair with setting up a meeting with Interim President Philip and Provost Phillips to discuss this. SEC felt that this type of conflict is not acceptable. Senate Chair Delano has since reported back that the meeting is in the process of being put together.

**NEW BUSINESS:**

**Faculty Senate Handbook:**

Chair Range informed Council members that the Senate Charter has a specific charge for GOV to develop and update certain handbooks, and the task has not been followed through. Nan Carroll said she believed that in Middle States meetings, it was discussed

that governance should have this in place. Chair Range said the issue recently came up when UPC Chair Reed Hoyt distributed an early draft of the senate handbook at the last SEC meeting. To update the draft and finalize the handbook are timely in that the current issues being discussed pertaining to conflict of interest are addressed in the draft under the section on parliamentary procedure. This provides a place to put this on record and provides new senators the opportunity to read this, and to remind chairs of councils and committees of this information. There was a discussion on sections pertaining to curricular proposals and whether or not there is a mechanism to deal with emergency situations. This would include proposals that might come up during the summer. Chair Range hopes to have this completed by the end of the semester.

Chair Range suggested that a subgroup be charged with reviewing and revising the draft document. Three members volunteered to do so: Richard Collier, Candace Merbler and Theresa Pardo. Chair Range suggested that in addition to the revisions, consideration should be given to information that could be added. The subgroup may want to look at what other schools have in place.

Chair Range read Section X.1.2 of the Senate Charter to provide an outline of the charge for providing handbooks. The revised handbook should include language to address voting procedures and a section addressing conflict of interest. GOV anticipates a draft at its April meeting.

### **OLD BUSINESS:**

#### **IRCAP Amendment:**

Chair Range thanked those who worked on the amendment that now focuses on undergraduate course proposals. As a result, the amendment has been renamed IRCUAP. Nan Carroll pointed out the new section X1.8.4 which provides a vehicle for appealing decisions on proposals.

A suggestion was made by the Chair to consider modifying the Charter language to distinguish between procedures under IRCUAP and those under UAC's Committee on Interdisciplinary Studies. There was a discussion about courses which target a small group of people and whether these should go through the full lengthy approval process, including final approval by the Senate. The concern is getting the process completed before the last Senate meeting of the year. To accomplish this, UAC and GAC may have to function differently to ensure that proposals are moved through quickly.

Ray Bromley suggested that a statement be added regarding undergraduate study abroad courses, similar to that which was proposed for graduate courses in the new amendment. He also requested that international studies not be affected by this process.

It is unclear where IRCUAP will reside and it will be important to identify what body is responsible for constituting the committee each year. It needs to be made clear that it is

not a Senate committee. It was suggested this responsibility be given to the Provost's Office. A new section could be added to that effect.

**NEW ISSUE:**

The Senate Chair received an e-mail from the Vice President for Student Success, Chris Bouchard, asking for someone from the Senate to participate as a member of the campus wide LGBTQ Committee. Chair Range reported on the e-mail exchanges which indicated that GOV should be involved in making a recommendation. Chair Range asked Council members for their thoughts and the consensus was that ULC should take up the matter and designate someone. Chair Range will make its report to the Senate Chair on the matter.

**ADJOURNMENT:**

The meeting adjourned at 12:48 pm.

Recorded and submitted by  
Gail Cameron