

**Senate Secretary Christian Poehlmann
Reports Submitted for November 7, 2016 SEC meeting:**

UNIVERSITY SENATE CHAIR'S REPORT - James Collins

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 19, Chair Collins attended the UPPC meeting.
4. 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.
5. Chair Collins and other Senate leaders continue to pursue a schedule of meetings with the new Provost and Chief of Staff.
6. 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, 2-3PM, Wednesday, November 9, in the main auditorium of the Performing Arts Center.
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.

II. Actions taken

None

III. Recommendations for actions

None

OTHER REPORTS

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

1. The University Faculty Senators submitted the official documents (Q&A with the Chancellor, Resolutions, Committee Reports) produced from the fall plenary meeting at Cortland University and report on how to obtain information about SUNY committees and other SUNY senate business.

GSA (Graduate Student Association) - Dylan Carr GSA President

1. Nothing to report

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

1. Nothing to report

COUNCIL/COMMITTEE CHAIRS' REPORTS:

CAA (Council on Academic Assessment) - James Mower, Chair

1. The General Education Assessment Committee and Academic Program Review Committee have selected chairs and are now working on the preparation of assessment reports.

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

1. Informational
 - a. CAFFECOR met on Thursday, October 27, 2016, and began to discuss the many complex issues surrounding writing a procedure for the undergraduate student bulletin in cases where undergraduate students have grievances which are not of a grade or evaluative nature, i.e., the Student feels their academic freedom or freedom of expression has been curtailed, either by the professor or other students.

2. Reports of actions
 - a. Ng sent Jewell an example of accessible syllabi, which Jewell then distributed to members. Jewell reported on her email discussions with Kathie Winchester, regarding policy and procedure.
3. Jewell will do four things:
 - a. Write a draft procedure that parallels the procedure for grade grievances/appeals;
 - b. Reach out to appropriate parties to determine what exactly is involved in the orientation of faculty, as well as who facilitates those orientations;
 - c. Reach out to the Director of ITLAL, for any information they could give us regarding these issues; and
 - d. Share with members of CAFFECOR this information (as well as further emails from Kathie Winchester), and continue the discussion via email.

CERS (Committee on Ethics in Research and Scholarship) - Michael Jerison, Chair

1. Nothing reported

COR (Council on Research) - Daniele Fabris, Chair

1. Nothing reported

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

1. Nothing to report

GAC (Graduate Academic Council) - James Fossett, Chair

1. Nothing reported

GOV (Governance Council) - Karin Reinhold, Chair

1. Nothing reported

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

1. Updates from the Library - Faculty searches
 - a. Web Developer/Designer. We have interviewed three candidates, and are scheduling a fourth for later this month.
 - b. Serials Coordinator. We have made an offer and will make an announcement pending verification of employment history and educational credentials.

- c. Dewey Administrative Support Assistant. We've interviewed four candidates; I expect a memo from the search committee this week.
 - d. 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.
 - e. Dewey Visiting Assistant Librarian. We've interviewed four candidates; I expect a recommendation this week.
 - f. 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.
 - g. Reference Librarian. We plan to conduct an internal search for this position.
 - h. Subject Librarian for Dewey. We are developing the job description.
2. Student Advisory Board.
- a. 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.
3. Library Hours Task Force.
- a. 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.
4. Campus Conversations in Standish.
- a. We will be hosting Carl Bon Tempo at an event on October 19, 12:35-1:25: "Election 2016: An Historical Perspective" (October 19). Please attend these conversations and encourage your students to attend.

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

1. UAC met on October 18. 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.
2. UAC reviewed two revised General Education plans, from Political Science and 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.
3. Four new Competencies Plans have been submitted. After the meeting, Chair Kiorpes divided UAC voting members into subcommittees to review the new Competencies Plans. The subcommittees will report on the reviews at the next UAC meeting. Kiorpes assigned plans to subcommittees based on representation of a UAC faculty member in a discipline relevant to the department submitting the plan.
4. 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

1. Informational
 - a. The Next meeting of the ULC will be held on 10/31/2016. We will review the revisions to the ULC Charter. We will also discuss updates regarding the Tobacco Free Campus Initiative.
2. Reports of Actions - Nothing to report.
3. 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.

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 proposal 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 proposal for a Ph. D. Electrical and Computer Engineering (CEAS) to Jon Bartow, Vice Dean for Graduate Education on 10/27.