

**STATE UNIVERSITY OF NEW YORK
COLLEGE AT OLD WESTBURY
FACULTY SENATE MEETING**

**Friday, April 27, 2018
12:30 p.m. - 2:30 p.m.
Location NAB 1100**

***** ALL MEMBERS OF THE CAMPUS COMMUNITY ARE WELCOME TO ATTEND. *****

Documents for this meeting are available at:
<https://sites.google.com/site/oldwestburyfacultysenate/archive>

Senators Present: Andrew Mattson (Chair), Maureen Keefe (Vice Chair, PEL), Jennie D'Ambroise (M&CS, Secretary/Treasurer), Laurette Morris (University Senator), Maureen Dolan (Parliamentarian, M&CIS), Joseph Foy (Senator At-Large), Kathleen Velsor (Senator At-Large), Jon Kleinman (Professional), Alonzo McCollum (EOP, Professional), Ana Martinez (Professional), Evan Rufrano (SGA), Laura Anker (FYE), Minna Barrett (FYE), Yu Lei (MMF), Andrew Hashey (EE), Deepa Jani (EN), Lorenz Neuwirth (PY), Shijian Li (PH), Jacob Heller (SY), Eric Hagan (VA), Frank Sanacory (CAP), Jill Crocker (TLRC), Ali Ebrahimi (FRRC)

Senators Absent: William Gillis (Senator At-Large, Alt. Univ. Senator), Peter Ikeler (Senator At-Large), Manya Mascareno (Senator At-Large), Jason Kaloudis (Library), Linval Frazer (AC), Xavier Marechaux (AE), Blidi Stemn (CE), Jasmine Mitchell (AS), Jillian Nissen (BS), Judy Lloyd (CP), Jingyi Song (HP), Fernando Guerrero (ML), Veronika Dolar (PEL), Chris Hobson (ARPT), Llana Barber (LEC), Zenaida Madurka (HLCC)

Non-Voting Members of the Senate Present: Patrick O'Sullivan (Provost), Wayne Edwards (VP Inst. Adv.), Raj Devasagayam (Dean SOB), Barbara Hillery (Dean SAS)

Visitors: Chris Notaro, Bonnie Eannone, Shalei Simms, Rebecca Rothe

MINUTES

- I. Call to Order 12:35pm
- II. Approval of Minutes of Apr 13, 2018
 - The minutes are approved by voice vote.
- III. Faculty Senate Chair's Report
 - **SPAAR Task Force:** Faculty governance is working with the Office of the President to create and charge the SPAAR Task Force, which will create and charge the Strategic Planning, Assessment, Analysis, & Review Committee (SPAAR) which will be coordinating and monitoring the implementation of the Strategic Plan.
 - **Action Item:** Senators, please advise the EC about your willingness to participate on the SPAAR Task Force and/or SPAAR Committee by May 15th. Active faculty participation will be crucial to the success of SPAAR and the Plan.

- **Micro Credential Working Group:** In response to the request for guidance from CAP, the EC is considering the creation of a working group to draft a proposal to be submitted to CAP and the EC and then approved by the Senate. The working group could consist of one representative each from the following: SOB, SOE, SAS, SPS, TLRC, CAP, Registrar, Academic Affairs, SGA.
 - **Action Item:** Senators, are you willing to serve on this working group? Contact the FS Chair if you are interested.
- **Faculty Compensation:** How shall we improve the transparency and accountability of the process for assessing faculty compensation including compression, inversion, gender, and other issues relating to the salary equity? The FS chair consulted with Dr. Jacob Heller, chair of the 2015-2016 Joint Faculty-Administration Task Force on Salary Inequity, which made recommendations. Dean Barbara Hillery recommends that a renewed discussion of salary inequity address staff salary inequity.
 - **Action Item:** Senators, please advise the EC of your willingness to participate in a EC working group on Salary Inequity.
- **Virtual Workplace Software Selection for Active Learning Library Classrooms:** CIO Evan Kobalakakis requested faculty representation on an ITS/Capital Planning project team to select of “Virtual Workplace” software. The FS chair worked with the Deans to nominate the following faculty members:
 - SOB: Katarzyna Platt (nominated by Dean Raj Devasagayam, Platt has accepted.)
 - SOE: Andrew Hashey (nominated by Dean Nancy Brown, Hashey tentatively accepted pending explanation of schedule from the CIO.)
 - SAS: Fernando Nieto & Jillian Crocker (current Faculty Representatives on Technology Committee.)

IV. President’s Report

- The President cannot be here today.

V. Provost’s Report

- Projected enrollment for first time to college and transfer students is increasing. Acceptances and applications are running ahead of last year. We are projected to enroll about 680-700 freshmen a.k.a. first time to college students. Last year we had 650, the year before it was 520, and the year before that it was 400. The demand has increased. We are monitoring the number of acceptances and the deposits so that when we get to 680-700 we will then close the freshman acceptances. We cannot take any more than that. For transfer students we expect 850. We are monitoring transfers in biology and psychology. The Provost has met with both departments. Psychology is in high demand. They have 600 majors currently, and they are stretched to the limit. Biology is also in high demand. There will be no caps for enrollment this Fall. Psychology is looking at an admission system to winnow applicants in a reasonable way. Admissions criteria will be released once we have it.
- Office of Academic Affairs Student Success Center Functions chart shows visually the functions in the area of student success. The goal is to increase retention. We will continue to invest in support services. The Provost introduces Rachel and Rebecca. They are working on the 2nd floor of the campus center in transfer student services. Chris

Notaro supervises the unit. 80% of our students are transfer. We have noticed based on the data students are leaving after a few years. Some students go to Stony Brook and some leave for programs we don't offer. They are also working on articulation agreements coordination in order to ensure a certain consistency with transfer students. We will add more to the student success area. Please send any questions about student records and classes off campus to Rachel and Rebecca. Andy Mattson thanks Rachel and Rebecca for their great work. Improving communication with transfer students is a big headache for faculty and your work is greatly appreciated.

- Career development and planning is also under the umbrella of functions in the Student Success Center.
- We will hire a student completion coach to help students with early interventions including EAB.
- See the handout for all functions of the Student Success Center.
- Faculty asks if the transfer population will be limited. Last year we had 900 transfer students. Yes, some mechanism will be applied.
- A graph is provided for the six-year graduation rate. This graph is part of a larger document on graduation and retention sent to department chairs. The graph shows we have improved our retention. Nationally the six-year graduation rate is about 53-57%. At SUNY comprehensives some have percentages at 60% and others are up to 70-80%. Four year public colleges with diversity grad rate about 37-39%. We are doing better than this and we want to do even better, we want 60%. Although the graph bounces around it is not drawn proportionally, but the Provost wanted you all to have the information. The actual line is more flat.
- Pointing to the Six Roles for Faculty handout. There are six key ways units and faculty can help students successfully navigate their careers. The Provost reviews quickly the six steps. EAB is part of step five to help flag student signs of risk.
- Handout: How does a four-year degree become a six-and-a-half year degree? It is shown in research that successful students complete 15 credits in a semester, keeping them at pace. Faculty comments that this appears more of a description of success paths, but it does not address the "whys". There is no analysis in here; it is descriptive only. There are social structures and inequities that keep people from graduating. Students who can pay can complete, and can take enough credits. We need a deeper analysis.
- Handout: 4 design choices undermining new program success. The Provost reports that there are 10-20 students who, after completing the spring semester, have one course left for graduation. They cannot walk for commencement and the course was not offered in the summer. Nobody organizes the curriculum this way, and student may have taken the courses in a bad sequence, no one in particular is at fault. We need to help students to successfully complete in time so that they do not incur more debt. The Provost does not wish to intervene in curriculum, but these students came to the Provost.
- Evan Rufrano asks if Academic Affairs will support a program similar to University of Buffalo about contractual agreement with students to guarantee graduation in four years. The Provost states that such universities have different demographics. We need to talk more about it. Faculty comments that retention and time to completion have been problems for us. We have one of the lowest rates when compared to other SUNY campuses. This puts us in a bad position. Some courses we may not offer at the right time.
- Senator comments that in high school every classroom has a smart board, and they come here and professor is having problems getting the projector to work. We need to invest. We should change our college as a transitional college, because it is what we now are. The Provost has calculated our success rate including graduation rate for students who transfer to other places such as Stony Brook. This should be included in our success rate.

- Laura Anker from First Year comments it is important in the retention and completion data to separate out those students who transfer within SUNY. There are students who are included who never attended, or even who passed away.
- Jon Kleinman comments that his experience in advising that he knows students who are working with an advisor and they are completing. Students who do not complete are failing courses or not choosing classes with the help of an advisor. We need to use technology we have invested in to help us. For winter classes, it is very tight to squeeze in a whole semester. As an advisor J. Kleinman points out there is much demand for summer and winter classes.
- Faculty comments that the Strategic Plan requires each department to do analysis like this.

VI. Point of Information (Maureen Dolan, Parliamentarian)

- M. Dolan provides a handout with an overview of Faculty Senate Activities over time. Sampling of activities is organized in various categories: matters of the educational program, matters of student life, campus development, the physical plant (including energy analysis, health and safety, indoor environmental quality), budget, planning, institutional effectiveness, outreach and ethics. See handout below attached to the minutes.

VII. Old Business

A. Resolution on the Conduct of Senate Meetings (Jacob Heller)

- Following a motion from the floor and a second, the Senate approves by voice vote taking the resolution off the table.
- The Parliamentarian states that amendments to resolution need to be voted on first, before voting on the body of resolution. There is also the option of breaking resolution into sections or paragraphs, and voting on each section separately. The sense of the Senate is to discuss and amend each paragraph separately.
- M. Barrett suggests a number of changes:
 - “should include” (instead of “shall include”)
 - restricted to the time allotted on the agenda (strike brief), with proviso that the Chair and has discretion to extend time, and Senate may vote to extend time
 - strike the parenthetical statement
 - discussion and/or debate in the reports and presentations part
- In first Whereas clause, a Senator comments that Governance is a requirement; it is not on a volunteer basis. It is suggested to strike volunteer basis. Although it is voluntary, it is obligatory. Voluntary does not convey the seriousness of the business. Voting in favor 5, opposed 10, abstentions 6 – “volunteer” stays.
- In third Whereas clause, efficient should be changes to “effective”, “broader” should be added to where it says deeper, and should state “and the resolution of outstanding issues”. Changes are seconded and approved by vote: in favor 21, opposed 0, abstain 0.
- In the 2nd Resolved clause, the word report should be changed to “formal report” and it should specify “committee” report. Changes are seconded and approved by voice vote: in favor 18, opposed 0, abstain 0.
- Suggestion to change “shall” to “should”? Should is so weak, but “shall” is weaker than must. Suggestion for “should” is withdrawn.

- For the change of adding “resolution” after updates: in favor 19, opposed 0, abstain 0.
- For stating “restricted to the time allotted”: in favor 18, opposed 0, abstain 0.
- Strike the parenthetical statement: in favor 17, opposed 0, abstain 0.
- The Executive Committee should be able to suspend rules for meeting conduct by majority vote since the agenda is created before the meeting starts. Suggestion that we can have a majority of senate OR the executive committee suspend rules for meeting conduct: in favor 18, opposed 0, abstain 0.
- Faculty suggests that, as a compromise to keeping intact the “volunteer” language, we could additionally insert “duties and responsibilities” after faculty time: in favor 18, opposed 0, abstain 0.
- The resolution as amended is approved by voice vote: in favor 20, opposed 0, abstain 0.

B. Call for Nominations: Faculty Senate Chair

- The next senate meeting is May 18th. This is final meeting of academic year. All nominations should be emailed to the Secretary by May 17th. Nominations for FS Chair are from the currently seated full-time faculty members of the Senate.

VIII. New Business

A. Academic Scheduling Analytics System (Jacob Heller)

- The idea of the software is to make academic scheduling more efficient. There is a SUNY performance improvement fund paying \$113,000 of the cost for the first three years. In the 3rd year the college will pay \$30,000 dollars. The Provost has signed a contract for this because there are timelines for the SUNY fund. This will provide data for optimizing the schedule for student needs so there is less uncertainty in scheduling. This is not binding. It is just additional info provided to chairs.
- Faculty asks whether we want scheduling to be more efficient or more effective? In what ways is our scheduling not effective? Faculty may choose times based on when they want to teach. Taking a look at the impact of scheduling and access to quality instruction. Is scheduling equally distributed? Teaching at night is not equally distributed.
- This will not deal with common hour. It will deal with the schedule as it exists. Faculty comments that Common hour causes problems. Do we need four days of common hour?
- Faculty comments that this scheduling will not connect to our catalog. The group of five people is slowly continuing to investigate catalog options. This is not paid for by the PI fund, and there is time to choose among the options. There are not any options available in the market to do similar analytics.
- Faculty asks if this scheduling system is more demand-side than supply-side? Yes, the motivation is to serve students better and more effectively. If X students need certain courses, the software will ensure they will not be offered at the same time.
- We are not sure if it has a wait-list function.
- E. Rufrano comments that the software is great. It has done wonders for Fredonia.
- We are enrolling more students but we also lose a lot of students.
- Faculty asks, where is the data coming from? System takes five years of data.

B. Resolution on Carbon Footprint (Maureen Dolan)

- This resolution is in response to the parking lot project. At the last Senate meeting, Dr. Butts stated that parking lot project is proceeding as planned. The March 16th resolution passed by Senate, including faculty comments submitted to SUCF and DEC, was apparently not considered before decision was made to move project forward. Sustainability is part of our mission. We have required by state to have campus stewardship plan, and we have been recognized as a Tree Campus. The planned removal of 8 acres of mature trees will have measurable environmental impact, including adverse incremental impact on campus carbon footprint in the absence of mitigation measures. SUNY and state sustainability policies require that institutions show improvements in renewable energy and reductions in greenhouse gas emissions. The Faculty have authority and responsibility to weigh in.
- The resolution is read into the record. Motion to allow discussion of resolution is seconded and passed: In favor 18, opposed 0, abstain 0.
- The Chair states that, due to late time, discussion is limited today to five minutes.
- Faculty suggests that assessment of campus carbon footprint be done at peak time, not during summer.
- Faculty asks if M. Dolan can bring more information about how this is established at other campuses. How we have been able to avoid it? Why are we allowed to duck? Dolan responds that SUNY Energy and Sustainability policies were enacted by the Board of Trustees in 2007. Campus administrators and staff were made aware of expectations. The Governor has in recent years advanced a renewable energy vision. The new Chancellor has called for zero-net energy and zero-net emissions.
- Faculty comments that there should be an addition to resolution for a bio-census. We have no idea if there are species under pressure. The college decided SEQRA is not needed because the state has changed the laws. This is why viewing governance as voluntary is inappropriate. This is a good example of what happens when we decide governance is voluntary and when we don't make it a priority.
- E. Rufrano asks, where is funding coming from? Dolan responds that funding for clean energy and sustainability is available through state programs administered through NYSEDA. Currently campus governance is not represented in capital planning. More info about zero-net energy funding streams is requested.
- Due to time constraint, discussion on resolution will continue at next meeting.

IX. Call to Senators: Other New Business

- A. EC should make contact with Bio and scientists on campus about species evaluation.

X. Announcements

- A. Minna's retirement party. Please attend on May 11th and RSVP to Laura Anker.

XI. Adjournment 2:30pm

Point of Information
Prepared by Parliamentarian (Maureen Dolan)
Faculty Senate Meeting of April 27, 2018
Faculty Senate Activities: an Overview

Background:

- Actions and Activities undertaken by Faculty Senate may span weeks, months or semesters.
- Faculty Senate activities include resolutions, reports, initiatives, hearings, town halls, investigations, analyses, task forces, establishment of new Standing or college-wide committees, joint effort.
- Areas of Faculty Senate activity include broad matters within the Authority of the Faculty, as empowered through Policies of SUNY Board of Trustees, through established governance structure, consistent with UFS standards and practices.
- Breadth and depth of FS activities include matters of the educational program, student life, facilities, quality of life, budget, planning, operations, campus development, ethics, energy and sustainability.
- Effective outcomes from Faculty Senate activities contribute to institutional effectiveness.

A Brief Sampling of Faculty Senate Activities

In Matters of the Educational Program:

- Deliberation and approval to establish **Honors College**.
- Deliberation and approval of **Latin Honors**; approval of policy to establish **Grade Point Average**.
- Deliberation and approval of **Master Plan amendment** to allow granting of **Graduate Degrees**.
- Deliberation and approval of change to **Selectivity matrix** for FTC students.
- Facilitation of Special Meetings of the Faculty regarding **NCATE** accreditation.
- Deliberation and approval for departments **within each School** to be represented on Faculty Senate.
- Faculty Senate-led initiative for **local control of General Education**: program design, rubrics and assessment, in collaboration with UFS task force, leading to establishment of GEC (now LEC).

In Matters of Student Life

- Deliberation and actions regarding **minimum GPA** for Freshmen Residents (including presentation of FS resolution to College Council).
- Deliberation and actions regarding zero-tolerance policy (including presentation to College College).
- Comprehensive initiative regarding revisions to college judicial process and **Code for Student Conduct** (including presentations to College Council).
- Establishment of **Faculty Judicial Committee** as part of college judicial process (involved revision to Faculty Bylaws, 2009).

In Matters of Campus Development

- Actions in opposition to building **Nassau County Police Academy** on Old Westbury campus, involved College Council Chair and NC Police Commissioner appearing at Faculty Senate hearing.
- Faculty Senate-led hearings on proposed **Land Lease Legislation** (1998-1999) which would allow campus development such as Sports/medicine complex, hotel/conference center, residential housing proposed for Old Westbury.
- Faculty Senate-led hearings on **Open Space Preservation Legislation** (1999-2000) to counteract Land Lease Legislation and proposed development projects on Old Westbury campus.
- Faculty Senate comments in response to State University Construction Fund re. **Parking Lot Project** and Short Environmental Impact Form (**SEIF**) prepared by SUCF contractor for DEC (2018).

In Matters of the Physical Plant

- Faculty Senate-led investigation of **IEQ** (indoor environmental quality), including air quality, health, safety, cleanliness of campus facilities (per APPA standards) with focus on Academic Village; facilities reports initiated by FS were brought to attention of SUNY, other state agencies (1995-1997).
- Faculty Senate-led energy audit of Old Westbury campus, with focus on Academic Village; energy analysis initiated by FS came to the attention of SUNY and NYSERDA (1997-1998).
- Regular reports to Faculty Senate on **energy conservation, energy efficiency, renewable energy** projects proposed for Old Westbury by NYSERDA, SAIC, LIPA, EnLink GeoEnergy (1998-2002).
- Establishment of **Campus Green Committee** (ad hoc college-wide committee convened 2009-2010) per mandate SUNY Energy & Sustainability Policy, enacted by SUNY Board of Trustees, Nov.2007; re-establishment of Campus Green Committee included in 2018-2023 Strategic Plan.

In Matters of Budget, Planning and Institutional Effectiveness

- Faculty Senate-led **Strategic Plan** (in response to Rethinking SUNY, 1995) identified over \$1Mil in cost savings as an **alternative to retrenchment** of academic programs and faculty; FS Strategic Plan was delivered by college's CFO as campus response to pending 10% reduction in operating budget.
- Faculty Senate-led **budget analyses**, all divisions, including **benchmarking** vs. peer institutions and development of metrics for institutional effectiveness, informed by best practices in SUNY campus budget process (2000-2002).
- Regular reports to Faculty Senate by Senate representative from **College-wide Budget Planning Committee** (1992-2002); Senator from BPC is codified in Faculty Bylaws.
- Faculty Senate-led **360° Review** of senior administration, including performance indicators for academic and non-academic units (all divisions), analyses and metrics for institutional effectiveness, including in areas of resource allocation, M&O, student support, institutional advancement; 300 page report initiated by FS was provided to SUNY Chancellor, College Council, Board of Trustees (1997).
- Faculty Senate **joint effort in Strategic Planning** during the past two decades, including in 1998, 1999-2000, 2008-2010, and most recently, joint effort in 2016-18 for 2018-2023 Strategic Plan.

In Matters of Governance Outreach

- Faculty Senate-led investigation, at the behest of 400+ students who signed petition sent to FS Office, regarding alleged misconduct by faculty in a certain department; report of **ad hoc Ethics Committee** was presented at special meeting of FS (June 1996); broader recommendations led to establishment of **Faculty Rights & Responsibilities Committee** as a Special (now standing) Committee of the Senate
- Faculty Senate initiative to improve the **proportion and composition of faculty participation** in governance; concerted effort resulted in faculty participation increasing from 35% to 50% of faculty, including improved balance of senior and junior faculty (2005-2009).
- FS activities to improve **interface with SGA**, including outreach to SGA to fill 3 seats on Faculty Senate, FS workshops on the budget at SGA meetings, outreach by faculty on Residential Life (and other committees) for students to bring concerns and actionable items to Faculty Senate.
- Faculty Senate initiative to improve **interface with the College Council**, including regular written reports to the Council; invitation to members and chair of College Council to attend FS meetings.