

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

**Friday Sept 21, 2018  
12:30 p.m. - 2:30 p.m.  
Location S-100**

**\*\*\* 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), Jennie D'Ambroise (M&CS, Secretary/Treasurer, Vice Chair), Laurette Morris (University Senator), Maureen Dolan (Parliamentarian, M&CIS), Peter Ikeler (Senator At-Large), Alonzo McCollum (Professional), Ana Martinez (Professional), Amna Kamil (SGA), Taj Ford (SGA), Priscila Ortega (SGA), Laura Anker (FY), Dana Tomlin (Lib.), Lina Gillic (EE), Jillian Nissen (BS), Deepa Jani (EN), Veronika Dolar (PEL), Seojung Jung (PY), Chris Hartmann (PH), Lee Blackstone (SY), Eric Hagan (VA), Jill Crocker (TLRC), Ali Ebrahimi (FRRC)

**Senators Absent:** Linval Frazer (AC), Yu Lei (MMF), Lisa Payton (AS), Xavier Marechaux (AE), Blidi Stemn (CE), Camille Jones (CP), Jingyi Song (HP), Fernando Guerrero (ML), Chris Hobson (ARPT), Patty Harris (LEC), Frank Sanacory (CAP), Costas Hadjicharalambous (APPC)

**Non-Voting Members of the Senate Present:** Raj Devasagayam (Dean SOB), Patrick O'Sullivan (Provost)

**Visitors:** Bonnie Eannone, Chris Notaro, Jacob Heller, Anthony Barbera, Claudia Marin Andrade, Fred Fleisher, Helidon Giergi, Lisa Payton, Shalei Simms, Sara Williamson, Duncan Quarless, Jacob Heller, Richard Cimi, Jermaine Archer, Shijian Li, Yumi Nicholson, Kaitlin Jones, Cynthia Anderson

**MINUTES**

- I. Call to Order 12:40pm
- II. The Chair asks for introductions, since there are many new people in the room. Each person in the room introduces themselves. Congratulations to the new student senators who are all in attendance today.
- III. Approval of Minutes of Sept 7, 2018
  - p. 4 top 2nd line: open access is with regards to "research output"
  - p. 6 5th hollow bullet: fall 2020 team will not visit, it is the chair
  - p. 6 solid bullet: insert the word "senate" in front of committees so the context is clear
  - p. 7: we did not stop admitting students after add/drop, we stopped enrolling
  - Pending the above changes the minutes are approved by unanimous voice vote.

IV. Point of Order (M. Dolan, Parliamentarian)

- Please see handout which is attached below. The handout is a primer on basic rules of order that facilitates smooth and civil conduct of meetings including speaking order and resolution procedures including voting.

V. Special Order of Business (M. Dolan, Parliamentarian)

A. Election of 2018-19 Exec. Committee Secretary/Treasurer

- The description of this role is included on the handout attached below.
- There are no nominations.

B. Election of 2018-19 Exec. Committee At-Large Rep.

- The description of this role is included on the handout attached below.
- Dana Tomlin self-nominates for the position. The nomination is seconded. There are no other nominations; the Parliamentarian closes nominations for At-Large Representative to EC. Dana is elected unanimously by voice vote.

VI. FS Chair's Report

- **SPAAR Task Force Update:** Faculty governance has received a memo from the President regarding the SPAAR Task Force (attached below), which will create and charge the Strategic Planning, Assessment, Analysis, & Review Committee (SPAAR) to coordinate and monitor the implementation of the Strategic Plan.
  - **Action Item:** Seven faculty nominees. President's request: 7 nominees to fill 5 Task Force seats: 3 SAS, 2 SOB, 2 SOE.
  - Senators: Are you or a member of your department willing to serve on the SPAAR Task Force and/or SPAAR Committee?
  - To choose these members A. Mattson suggests an online poll for the senate. Or should the Executive Committee choose these people? The SPAAR Task Force should finish its work by the end of this year, so it is a one-semester commitment. The Chair asks for nominations and commenting on voting. Note that the SPAAR Task Force is not just faculty, it contains other members, but here we are referring to just the faculty representatives. Faculty comments that if we value governance then why do we hesitate to fill these roles? These roles are important. They need to be filled. Our mission is justice. A. Mattson will put names together by Tuesday. Faculty suggest that a mix of junior and senior faculty should be involved for the task force. The ongoing SPAAR committee will eventually need to be incorporated into the bylaws. The SPAAR task force is

creating the structure and the mechanism by which the members for the SPAAR committee will be picked. They will not pick the members themselves just outline the process. Faculty from Albania comments that he grew up in a dictatorship. In communism everyone agrees and there is 100% agreement. We need to disagree. For the SPAAR Task Force Senators should go back to their departments. Notice that student representation will be included in the SPAAR committee at a later point in the process, although students are not on the Task Force. Please send names to A. Mattson by Tuesday.

- **Request to Change Senate Meeting Time:** Proposal: Change time to 2:00-4:00PM.
  - "the current Faculty Senate and Full Faculty Senate meeting times conflicts with Friday afternoon prayer time (1pm - 2pm approximately) for Muslim faculty and staff members. As you may also know, Friday afternoon prayers are the equivalent of Saturday services for Jews and Sunday services for Christians. This results in effectively having Muslim colleagues unable to participate in a key meeting that is part of our shared governance mission and is counter to our social justice ideals."
  - Faculty suggests that morning FS meetings should not be taken off the table, even though A. Mattson had initially omitted it to consider. Yes, morning meetings may conflict with department meetings and other meetings but the senate is a larger body than departments. This could be resolved by departments. Meetings later in the day are also problematic because in the Jewish faith they must be in by sundown times. For this consideration meetings would have to end by 2:30pm.
- **Committee Vacancies:** The Faculty Senate Chair fills committee vacancies that remain unfilled after the election.
  - **CAP:** One Vacancy: Any SAS department except AS, CP, MA, PY, PE. FS chair will contact PEL runner-up if needed (already one PEL on CAP.)
  - **FUAC:** Three Vacancies. FS chair is contacting eligible faculty.

FUAC (Stand.)	Distinguished Service Professor	????	
FUAC (Stand.)	Distinguished Teaching Professor	????	
FUAC (Stand.)	Prof. or Assoc. Prof. 10+ yrs (1 of 3)	McLaughlin, Patricia	2020
FUAC (Stand.)	Prof. or Assoc. Prof. 10+ yrs (2 of 3)	Kim Myong-Hi	2020
FUAC (Stand.)	Prof. or Assoc. Prof. 10+ yrs (3 of 3)	????	

- **LEC:** One Vacancy Remains:
  - Humanities Domain Representative Needed: Faculty Senate Chair is contacting humanities departments for nominations for one-year appointment: AS, EL, HI, VA, ML.

- **SLC:** Vacancy filled by the appointment of runner-up Jasmine Mitchell (AS)

## VII. President's Report

- The President cannot be here today.

## VIII. Provost's Report

- D. Quarless reports that the new student evaluation forms called Blue will go out this semester. It will be ready for half-semester courses in SOB. It is a more seamless implementation and there are less bugs. There is more technical support. It is more user-friendly. Certain roles such as school deans and department heads will be able to get reports within their specific domains/departments.
- In Fall 2017 we had 49 AL courses with 82 sections and thus 946 students had AL experiences. In the spring this number of courses has steadily increased. There is a faculty study group in order to count the number of non-credit bearing AL experiences, which is currently uncaptured. We are looking to put together a grant to the Performance Investment Fund (PIF) but first we need a performance improvement plan.
- See the OER handout attached below.
- See the SUNY Policies and Procedures and Awards handouts. The awards for faculty are for 5+ years. Please consider whether there are potential candidates. FUAC should make an announcement as to other awards soon. Full time includes faculty, librarian, teaching and scholarly activities. At the end of the packet there is info on the center for professional development where there are scholarship activities such as grant writing and copyrighting in today's academic world. Out of the PIF there is the SUNY clean energy workforce program. There is a request for proposals. We are eligible for track 1. Some applied learning falls under this category. This could be creating new courses related to energy. In the program guidelines there is a bullet point saying the rewarding institutions will be required to license to the public under creative commons. This is an OER requirement. See the document handed out for the full announcement.
- J. Heller reports that middle states requires us to do institutional assessment. In the past we did it incompletely but we need to do more this year. Some reports are due Oct 15. The non-academic functions of academic departments will not be assessed currently but they will be assessed in the future. We need to include this later. Every department has a 5-yr review that goes to the CAP committee. These reports are rushed in one year typically to report on the whole five years. J. Heller proposes that department chairs tell him what kind of data they would like to have, such as enrollment data. Departments need to say what they want to achieve and whether they achieved their goals. If goals change this is ok. It is just the reporting part which is now required. We can thus see from the reports whether plans worked and how plans change over time. Nonacademic activities of departments includes advising and hiring and keeping track of majors and grad rates / attrition rates. Everything other than a students' learning outcome is a non-academic activity. Typical goals could be a mentoring program for faculty (and J. Heller can help with faculty surveys), or student club activities.
- The Provost points to the handed out Strategic Plan document. On p. 9 there are goals with objectives underneath each goal. Under student success we have a new student success center and EAB for improving grad rates and retention and time to degree. See report as these things are captured there. On p. 10 there is a further expansion of the

goals and rationale and the strategies. This provides guidance to faculty and administration. As Senators your department should allow you 5 minutes to report back to your department. If you need additional copies it is online, just search for the Old Westbury Strategic Plan and you will see the SP including the 100 page implementation plan. If you are considering the SPAAR Task Force then you should look at this since this is the document you will be working with.

- There are impediments to completion such as grade requirements requiring students to retake classes. Look at the curriculum and see what we are requiring of students and ask whether this is slowing students down. Please share this with your colleagues.
- Please read the article handed out at the meeting “How One Email From You Could Help Students Succeed”.
- Curriculum development sometimes means new degrees, but some degrees have built-in problems. There is an article from EAB (Educational Advisory Board) about four design choices undermining new program success. Please read the article handed out.
- The Provost emphasizes professional responsibility of service in addition to teaching and research. It can be quite burdensome. The Provost advises many faculty that they put in too much time to service. Some faculty are engaged all the time. In the promotion and tenure process, and in reappointment, service will be assessed in academic affairs so that there is a return from the effort that is made. The sell of service cannot be empty. It is not just the number of committees you sit on, it is the quality of your engagement. Senior faculty have a real responsibility to the sustainment of the college. Make an appeal to your departments that service is important and we will evaluate and assess that.
- The Provost reports on enrollment numbers. The importance of enrollment is that it is a continued investment. It is not as simple as just stopping at 5,000 students, we have to look at year-after year growth which is about 2.5%. Thanks to the FYE program who took in many freshman, the largest ever. We have the largest enrollment we have ever had. Including transfers, enrollment over the summer is over 1500.
- The Provost reports that enrollment is important because of the budget. We look at the numbers of freshman, transfers, returning students, and grad students. In budget allocation the money is given different weight for each departments. We get more money for upper level students, and we get more money for certain departments. This may be fair or unfair but it is the process. For budget reasons composition of our students is important. We don't know the budget since we need the census data first, then after that we will verify revenue.
- Faculty comments that service is required, but it is more than just showing up. The quality is important. The first-year faculty should start being engaged within the department first. We need to be more involved with governance. We need to pay attention.

## IX. Old Business

### A. Enrollments & First Year Experience (L. Anker)

- See handout with enrollment numbers. Enrollment is up by about 50% over two years. This is an enormous increase and we planned accordingly including increasing number of sections. We are working with student affairs and academic affairs. In the future we will continue to better plans. There is also a great AL course that embeds the mission of justice into the first-year experience. We filled lecturer positions and we increased advising. We surveyed students for majors and

learning communities including general education courses and introductions to majors. The learning communities help students to choose focus. It is important to talk with students. You should consider coming to our first year reading program. We would love to have faculty to assist us with orientation. This is more involved than academic advising and is rewarding and also includes pay for advisors. We have maintained our retention rate at 80% from last year and it hasn't gone down this year. Faculty commends FYE for their work. Faculty comments that it is amazing that the cap on class size increased by 50% and we need to think about the mission of the program. FYE needs more faculty to teach a 2 credit class. We need more faculty to teach FY1000 which is the most writing intensive course. It is a demanding course. It is 2-3 pages per student every week, and 3 formal pages, and up to 15 more pages. This is up to 45 pages. It is demanding on students and professors. We agreed to accommodate extra students for this year only, but the caps will be decreased back down again later. We obtained additional support and we need even more support from academic affairs.

B. Student Success Center updates (C. Notaro)

- This item is deferred to the full faculty meeting.
- C. Notaro announces that the early alert initiative will be starting next week. This includes many faculty members so please watch out for that email. It is a simple process through the EAB system where you indicate who is in trouble in your class. They will reach out to students based on what faculty submits. As soon as faculty submit the info about students, advisors reach out.

X. New Business

A. Shared Governance Orientation Resolution (J. Crocker)

- P. Ikeler, sponsoring faculty of the resolution, comments that this is important for new faculty to understand the roles of faculty senate. This resolution does not accomplish that completely, but it is a start. Everyone is encouraged to participate, it is not just for new faculty. This is an attempt at community building. Faculty asks whether TLRC has this under their charge such as quality of life and practices. This is important. J. Crocker comments that FRRC presents the bylaws to full faculty including the inverted pyramid. This orientation is not a substitute for that presentation outlined in the bylaws, it is a complement. TLRC does not have quality of life in their charge, that is the old version of the bylaws. TLRC does the best they can but they cannot address everything. This is beyond the scope of TLRC and it is not a TLRC responsibility. The first senate meeting of the year could be the orientation. Faculty comments additional support for the resolution. The senators should take back to their departments the message that governance is important. To be effective faculty, the more we know the better. This orientation should be a focused session to provide information. Before 2010 we had a college-wide orientation cosponsored by many participants across the campus. The Parliamentarian states that the first and third Fridays of the month is in the bylaws for the dates of the senate meetings. An additional meeting to accommodate the orientation would not be popular. Let's use the meetings we have already scheduled.
- Debate is closed by unanimous voice vote.
- The resolution is approved by unanimous voice vote.

## XI. Announcements

- Regarding moving the senate time, we should accommodate many religious services. Faculty comments that we should take into a wider range than just one member. Perhaps a survey to gauge more voices. Many committee meetings occur on mornings in order to accommodate these afternoon meetings. It is suggested to do a survey instead of a discussion. Do the prayer times depend on standard or daylight savings times? The email stated a single time without referencing daylight savings. L. Anker comments that in other areas such as classes, students who needed to pray off campus require extra time to commute. Now we have an on-campus place to pray, so there could be another way to accommodate. It is important both for classes and for our meetings. We need to gather more information. Faculty comments that the majority should not be voting on the prayer times of the minority members. If it is a survey we should be including all faculty and it should be voting to gather information only. We vote to represent our constituencies. Remember that we vote to represent others. Faculty suggests if certain folks can research this issue and come up with a proposal in order to process the information gathered. Department senators should also poll their departments. Please don't wait for your department meetings. We need to address this at the next senate meeting. The Chair and EC should speak to the person who emailed and get more information. We can speak to our departments too. P. Ikeler volunteers to help the EC to look into the issue. Faculty comments that many other groups such as mothers etc. may be affected by moving a time.

## XI. Announcements

- The Coming a novel is a fictionalized vision about the middle passage, by Daniel Black. He will be on campus Oct 10 speaking to whole freshman class in the gym. It will be a big event and there is room for other people. Let us know if you want to bring your classes. The talk is at 7pm.
- M. Dolan will be in touch with folks about the Green Committee.

## XII. Adjournment 2:32pm