

**Minutes**  
**FULL FACULTY MEETING**  
**September 19, 2003**  
**Room S-100, 12:30 p.m. - 2:15 p.m.**

**1. Approval of Minutes**

The minutes of the 5/9/03 Full Faculty Meeting were unanimously approved.

**2. Report from Chair (K. Velsor)**

The Chair welcomed everyone and reported that the office of OSSD has been moved, which illustrates how the Senate can affect change and improve delivery of services. The Old Westbury Foundation is continuing to raise funds. Convocation was a success.

The Senate offers special thanks to the secretaries in Academic Village who have offered to fill-in for Sheila. Please send their names to the Chair so we may formally thank them for this service.

When a faculty member resigns from a committee, the member next in line based on the number of votes received will be the replacement.

The Senate voted in new Executive Committee members; the secretary and assistant chair positions remain vacant. If a senator serves on the executive committee, their department must offer another senator.

There will be a tour of the new dorms after this meeting thanks to Ipsa Assa.

**3. Report from the President (C.O. Butts, III)**

The President thanked the faculty for their service, welcomed new members of the faculty, and urged participation on committees. He is looking forward to meeting with Faculty Senate and the Executive Committee. The President welcomed Dr. Lawrence Cox, our new AVP.

Dr. Butts received the report that the MS in Accounting was approved. The first students should enter in the spring 2004 semester. This Program will boost enrollments and add to the prestige of the College. Enrollment is strong; we are at 101% of our goal. FTE are 101%. Our full enrollment is 3228 and FTE 2807. The President thanked Enrollment Services and faculty.

Our budget is in crisis: our base is \$19.8 million and SUNY committed to a \$3.3 mil subsidy. No subsidy has been received yet; we are running on an at-needed basis.

The President saluted W. Kimmons and his staff for their work in maintaining the campus facilities and grounds.

The Student Union has some punch list items. We are attracting more students due to better facilities and new dorms. We need to communicate to students the importance of maintaining the buildings.

The Budget and Planning Committee has challenges. The administration will be meeting with the Chancellor, Vice Chancellor and Chief Financial Officer SUNY. What they call a subsidy is what Old Westbury should have received. The President thanked the UUP for its support on budget issues.

The report from the Committee on three- v. four-credits suggested we stay with the four-credit system. This does not mitigate against being flexible when it is helpful to students. President Butts looks forward to CAP comments. There is a potential to move to a Monday/Thursday, Tuesday/Friday schedule with Wednesday as common day for Common Hour, clubs, etc. No decisions have been made right now.

Dr. Butts collaborated with the new president of Suffolk CC collaborate on ideas to increase the number of transfer students.

The OSSD is moved from Student Affairs to a Division of Academic Affairs.

Our College Foundation has new leadership. The two primary reasons why we raise fund through the Foundation are to support student scholarships and provide for faculty development. We can't compete with other institutions for faculty because salaries are low.

The Foundation Board unanimously elected Brian Madden, President of Liberty Title Agency, who has a long list of accomplishments in the local community. Brian Madden introduced himself and briefly spoke of his background and belief in the value of education. He has formed a committee to review the Foundation's mission statement. For the Taste of Long Island, he will underwrite half the cost of the ticket to faculty as a show of support.

The President thanked the faculty and the committee for their participation in the Convocation. Our featured speaker, former COW President Dr. Wofford, reminded us of our roots and dedication to service with a liberal arts education

New staff are replacements for people who have left. Please be careful to insure that we are a secure campus. The President thanked the Search Committee for choosing Dr. Lawrence Cox, who has a long and distinguished career in education.

#### **4. Report from Academic Vice President (Dr. Lawrence Cox)**

The AVP thanked everyone for assisting him and his family in his move to Long Island. He introduced new faculty: Jim Fornaro, Alan Jian, Ingunn. Lonning,



(School of Business); Natasha Frost (Sociology); Laura Rader, Maria Petraglia, Joel Ziev (TEP); Carole Ottenheimer (Library); Jonathan Gray (ELS). He announced temporary to term appointments for Amanda Frisken (American Studies); Margaret Torrell (ELS); Sylvie Kande (Humanities & Languages); Eloise Linger (PES); Patricia McLaughlin (Visual Arts).

Dr. Cox thanked Patrick O'Sullivan and the School of Business for their work towards the MS in Accounting and accreditation. We have great hopes to the MS in Special Education in the near future and look forward to working with the TED faculty. Graduate programs are funded at a higher rate than undergrads so will provide additional funds to motivate and fund undergraduate programs.

Participative governance is important. It is critical for our mission that everyone has a say so that the President can make decisions to benefit all of the College.

OSSD has moved to Academic Affairs. We will do everything we can to provide academically viable services to students with medical documentation.

Discretionary Salary Increases (DSI) are underway, any questions, call Academic Affairs; due September 25<sup>th</sup>.

At the Fall Convocation, Mr. Wofford set an example of citizenship by his accomplishments. The best education should provide tools so you know what you need. We need to retain students for the duration of their education.

The AVP congratulated those who have earned tenure and promotion, noting letters are on their way.

The AVP thanked Mary Marquez Bell for her work in enrollment. The lack of retention may be due to dorms or other factors beyond our control. We should do everything we can in class, provide students with appropriate academic services. Students have right to learn and faculty have a right to insist they learn. Set standards. Remind student to remove trash after class.

There is some money for faculty development; 54% of the school's budget will go to Academic Affairs, up from last year. We have gained programs. The most important service to offer students is a good and proper education.

## **5. Report from Budget and Planning Committee (T. Del Giudice)**

The \$10 million for police academy will be used for facades on exteriors of buildings, wiring, fixtures, and to beautify classroom in academic buildings. Campus Center also needs some upgrading. SEMPRA projects to upgrade heating increases efficiencies. With a good interest rate, can plow savings into operating budget and maintenance. This would help our goals of enrollment growth, financial equilibrium, and improving the image of the College

In response to questions:

- We are examining recent bids for accuracy of estimates
- There is an existing study of facades for all buildings.
- Re costs per classroom, have numbers from H wing, another architectural study.
- Some classes maybe moved to other areas
- Try to complete interior work over the summer.

We have a level of technology. However, two or three VCRs are broken, we lack remotes, and people cause problems. We will be putting switches on the wall for adjusting Lids and providing Internet jacks in other classrooms.

The BPC needs nominations from faculty willing to serve.

## **6. Report from Enrollment Services**

Be sure students are on rosters by the Census date. We receive 50% less for any student added after that date. At 97.7% of our goal, 2.4% ahead of last year's number. At FTE 339: 2.1% ahead, 11% more than last year. For transfers: 96% almost 11%; more than 97% continuing, 2225 students, 1% ahead of last year. Second year with more students returning. Every retention is equivalent to three or four new enrollments. FTES are 2807: 1.4% above goal, a 3% increase.

More students taking fewer credits than in past years. Fewer students taking one or two classes. There is a 1% increase in students receiving financial aid. Selectivity increased. Among new initiatives are graduate recruitment links, on-line application, and attending our first graduate fair. We are mailing new brochure to summer attendees. There is an initiative to recruit out-of-state students. Sunday Nov. 9<sup>th</sup> is our Open House.

## **7. Report from UUP**

We are negotiating a new contract. Current agreement expired 6/31; the old agreement is still in place except for professional development grants and DSI. No DSI funds until new agreement. Successful in getting legislature to agree to no lay-offs to SUNY.

Benefits are in place. Last time took two years before signed best contract in years. No specifics in terms of salary. Negotiations are confidential.

## **8. Old Business**

A few days lag was allowed for census count (17<sup>th</sup> due, veto 23<sup>rd</sup>) to provide time to process people into system.

Status of By-laws – not signed.

Tom DelGiudice announced front page of web site links. He is handling instructional technology until we hire a new person.

AHRC Early childhood Center - Students and faculty have students at the day care center. All are invited to see the facility in the Campus Center E Wing.

All are invited to the new space for the First year experience, third floor SU.

Spanish opera tonight, gallery exhibit.

## **9. New Business**

None

The meeting was adjourned at 2:20 p.m.

Respectfully submitted,

Madeline Crocitto

January 30, 2004