

Faculty Rights and Responsibilities Committee (FRRC)

Annual Report 2018-2019

Respectfully submitted by Alireza Ebrahimi, Chair

Members:

FRRC consists of seven members with four continuing members: Katarzyna (Kasia) Platt, Blidi Stemn, Yogesh More, Alireza Ebrahimi and three new members: Seojung Jung, Yu Lei, and Shijian Li.

MEETINGS (2018-2019):

First meeting of FRRC was held on **September 10, 2018:**

- The meeting opened with introduction of committee members, followed by explanation of the role of the FRRC, presentation of the Annual Report 2017-2018, and identification of work to be completed.
- The committee elected Alireza Ebrahimi as the chair and Yogesh More as the new secretary.
- An Academic Grievance Committee (**AGC**) was formed to process a grievance filed by a student about a faculty from the English Department.
- The meeting included a presentation on the Faculty Bylaws, including the section on Faculty Rights and Responsibilities.
- The scheduling of future FRRC meetings was determined. The members also discussed that, in case of urgent matters that may prevent attending in person, a member can conference call

Next meeting was held **October 31, 2018:**

- The members reviewed 2017-2018 Annual Report for FRRC and some of the correction were made.
- The Chair thanked Kasia for her presentation at the Special Faculty Meeting on governance, and thanked Yu Lie for his attendance.
- The committee discussed the following possible topics for a workshop during Spring 2019: quality of life issues at SUNY Old Westbury including faculty parking and parking lot lighting, alignment of academic calendars with public school breaks for both OW faculty and students; issues regarding classes before holidays (e.g., Thanksgiving, 48-hour deadline for grade submission; Common Hours timing - prime time (alternate); mold in campus buildings, collaboration and consultation among other departments, especially in offering minors.
- The committee decided to send a survey to faculty regarding proposed faculty rights and responsibilities issues, and time of the workshop. Shijian agreed to conduct the survey.

Next meeting was held **February 20, 2019:**

- A faculty grievance against Faculty University Award Committee (**FUAC**) was discussed. The grievance was based on procedures and changing criteria of FUAC. The chair recused himself from the deliberation, and a new chair for this case was elected. A unanimous recommendation 6-0 was sent to FUAC to re-examine the case.
- In planning the faculty workshop, the committee decided to conduct the workshop during the Full Faculty Meeting on May 10th; the topics of Faculty Bylaws and Quality of Life are among the top items.

Next meeting was held on **March 14, 2019:**

- The committee discussed the previous faculty grievance case, and was working to resolve the case by asking FUAC for a full deliberation and process of the derived decisions. FRRC would like to review relevant sections of Faculty Bylaws on FUAC. One of the concerns regarding the selection process was that there were only two committee members in FUAC.
- The following items regarding FUAC grievance case were discussed and recommended: FRRC would like to recommend that FUAC provide, in future cycles, ample notification and detailed information on nomination process and selection criteria. Noting that in past years, FUAC had recommended a greater amount of awards, FRRC also suggested the benefit in nominating appropriate candidates to receive these SUNY-wide every year. In case there were not enough eligible committee members to serve in FUAC, FRRC would like to suggest possible exception. There should be an effort to raise awareness of these SUNY-wide awards among all faculty members.
- In addition to faculty workshop, the other topic discussed was Open Educational Resources (OER). The chair thanked Seojung for introducing and promoting the FRRC committee during the full Faculty Meeting on Friday March 1st.

Next meeting was held **May 1, 2019:**

- **Faculty Survey** was discussed. There were suggestions to expand the survey by including issues related to ethics, grievances, quality of life, UUP and office hours. The committee decided to send revised topics to Chair of Faculty Senate, and to send survey online after May 10th meeting, in addition to distributing hard copy of survey during the workshop on May 10th.
- FRRC formed a subcommittee on Bylaws to look into FUAC membership. Also, in accordance with Faculty Senate resolution on SPAARC, the sub-committee was formally charged by the Senate Chair as a **Bylaws Working Group**, consistent with FRRC responsibilities under the Faculty Bylaws. Working Group members include Blidi, Ali, along with Maureen Dolan, designated by the Senate Chair as liaison to Executive Committee. Three other faculty Lorenz Neuwirth, Mervyn Keizer and Julio Gonzales also volunteered to serve on Bylaws Working Group.

Following the Faculty Senate meeting of **May 17:**

- In accordance with Senate resolution to accept the proposed revisions to **ARPT Manual**, the Bylaws Working Group was also directed to conduct appropriate review and facilitate process for faculty comments, prior to submitting revised ARPT Manual to a vote by the full faculty for inclusion in Appendix of Faculty Bylaws.

WORKSHOP

- FRRC Workshop took place on May 10th at the Full Faculty meeting.
- A questionnaire was distributed and discussed; Faculty were asked to fill the questionnaire. Issues in questionnaire included: Faculty Bylaws, Instructional Support, Quality of Life (including faculty lounge/center, faculty parking, faculty housing), Common Hour Alternative/Rotation, and Ethics & Grievances. Please see attached questionnaire.

STUDENT GRIEVANCE

- The Academic Grievance Committee (**AGC**) convened with three members of FRRC and a member from the department involved in the case. There were two student grievances that reached the FRRC during 2018-2019. In both cases the grades were upheld.
- The Academic Grievance Committee (AGC) met on Monday **September 12, 2018** and reviewed the materials provided by student in the English Department, received on August 28. The committee voted to uphold the faculty decision in regard to grade change.
- A grievance submitted by a student in the Psychology Department on June 6th, 2019. The student grievance objected to faculty decision not to permit a make-up for the second midterm for Spring 2019. The AGC met on **June 19, 2019** to discuss student's case. The committee voted to uphold the decision of the faculty in regard to the course policy.

FACULTY GRIEVANCE

- There were three grievances in total. One proceeded; the committee deliberated and gave its finding. The other two faculty grievances were on-hold due to the request from the faculty.

FUTURE PLANNING

- Examine Quality of Life issues on campus, including faculty lounge/center, faculty parking, faculty housing, and alignment of Spring and Winter breaks with public schools in region.
- Discuss final grade submission deadline, currently 48 hours after giving final exam. Automated system. Instructional and technological support and accessibility - NAB Smart classrooms.
- Seek solution for flexible scheduling of Common Hour and staff meetings, possibly move back Common Hour to mid-day (noon), at least on alternative day.
- Prioritize review process for revised ARPT Manual. Bylaws Working Group will undertake appropriate review process for SPAARC, in preparing for submission to full faculty vote to amend Appendix of Faculty Bylaws. Also undertake periodic 5-year review of Faculty Bylaws

[Attachment](#)

Topics for Faculty Rights & Responsibilities Fall Workshop Survey

The Faculty Rights and Responsibilities Committee (FRRRC) is planning for a full workshop at the fall semester of 2019. Please take ONE minute to let us know what topics you want to cover in this workshop.

1. What topics would you like the FRRRC's fall workshop to cover? Select all that apply.

- ☐ Bylaws (e.g. Revision of bylaws- statement of committees- FUAC)
- ☐ Instructional Support (Teaching Learning Center: Faculty collaborations, special software and hardware Hub and access., Pedagogical traditional/Hybrid/Online database, Interactive non-batch Final submission vs 48 hours due date.)
- ☐ Quality of Life (e.g., Faculty Lounge/ Cafeteria, Faculty Parking, Faculty Housing, Flexibility of Office Hours, Common Hours Alternative/Rotation)
- ☐ Ethics & Grievances
- ☐ Others (Alignment of Calendar with public school, Collaboration among dept. offering minors)

2. What other suggestions do you have for the workshop? Please specify.

Your answer

Submit