

Annual Report of the Senate Chair (academic year 2013-14):

submitted by Duncan Quarless, August 8, 2014 (including summer activity to date). **I will report on potential nomination status for senate chair in a separate communication. Recommend however that the senate consider a bylaws revision that would include chair (and all the other officers of the Senate – Executive Committee) in the standing committees election process and timetable.**

A. Meeting Dates of the Senate (including Full Faculty and Special Meetings):

Fall 2013

Sept. 20 - Full Faculty Meeting (F. Nieto, interim chair presiding/D. Quarless, elected)

Oct. 4 - Senate Meeting

Oct. 18 - Senate Meeting

Nov. 1 - Senate Meeting

Nov. 15 – Senate Meeting

Dec. 6 - Senate Meeting

Spring 2014

Jan. 17 - Special Senate Meeting

Feb. 7 - Full Faculty Meeting

Feb. 28 - Senate Meeting

Mar. 28 - Senate Meeting

Apr. 18 - Senate Meeting

May 9 - Full Faculty Meeting

May 23 - Senate Meeting

B. Outstanding Business of the Senate from 2012-13 (undertaken in 2013-14):

There were several items from 2012-13 which required follow-up actions during this past year:

1. Vote on bylaws amendments (Article I and Article VI) (**ballot passed ref. W. Sbaschnik, 6-6-14, for Article I, 97 yes, 3 no, 0 abs.; for Article VI, 94 yes, 3 no, 0 abs.**)
2. Report on other potential bylaws revisions (**presented to Senate, May 23, 2014 – accepted 6-3-14**)
3. Follow-up review on Seamless Transfer implementation process (GE and transfer paths) (**Final Report presented to Senate, May 23, 2014 – accepted 6-3-14**)
4. Address faculty responsibility in terms of the culture for shared governance and the administrative responsibility for the institutional climate for shared governance (**resolutions were crafted, presented and approved by Senate – 2-28-14 and 6-3-14, respectively**). **There were three other related proposed items from 2012-13: post-tenure & 360 reviews, and attendance in the Senate to be included in the Chair's annual report and reported regularly to Senate. The executive committee also felt that some type of "State of the Senate" summary for the year be reported in writing.**
5. Continue work to improve transparency and communication in intersecting areas of governance (e.g. **student life issues that impact academics – financial cancellation, food services, parking/transportation services, sexual harassment**). **I am happy to report the following for three administration-side governance boards/committees (including some planned meeting times for the fall 2014: I presume that these are closed meeting)**

Transportation Advisory Board - Student Union 312

Chair (vacant)

Thursday, September 11, 1:30-2:30 pm

Thursday, October 9, 1:30-2:30 pm

Thursday, November 13, 1:30-2:30 pm

Thursday, December 11, 1:30-2:30 pm

Student Health Advisory Board - Campus Center I-100

Chair, Sue Mundy (Director, Student Health Center)

Thursday, October 2, 12:01-1:00 pm

Food Service Advisory Committee

Arthur Angst (Associate Vice President, Business Compliance) chairs this committee

6. Feature the work of the committees of the faculty to the Senate (present annual reports) (**all of the Standing Committees, Article VII, and most of the College-wide Committees, Appendix I, reported to the Senate 2013-14**). **TLRC proposal was approved during 2012-13 without further action.**

C. Actionable items – Outstanding Business of the Senate from 2013-14 (a type of "State of the Senate" summary):

1. With respect to item 1 from 2012-13, as this ballot has passed, **the Senate must decide on the means by which electronic voting especially for committee elections will be conducted.**
2. With respect to item 2 from 2012-13, most of the standing and college-wide committees of the faculty reviewed their respective sections of the bylaws and made recommendations where applicable for potential

bylaws' revisions. These committee reports were included in the bylaws report produced in 2013-14.

Recommend that the Faculty Rights and Responsibilities Committee take the bylaws report under consideration during AY 2014-15 as part of a more comprehensive effort.

3. With respect to item 3 from 2012-13, the Seamless Transfer report included some fundamental findings on our current curricula across the campus (GE and within majors). **There are opportunities to use these findings in a proactive way. For example:**
 - a. **propose transfer paths for majors where such do not currently exist**
 - b. **continue our review of curricula that can become more responsive to student needs through contemporary pedagogical content revisions**
 - c. **continue our development of the GE program (disaggregating requirements, goals and learning outcomes: GE from institutional ones)**
 - d. **build on existing curricula to produce new curricula (note CAP resolutions for Program Announcements and Letters of Intent – summarized in sections D. 8. and E. below)**
4. With respect to item 4 from 2012-13, two resolutions were passed by the Senate 2013-14. **The Culture resolution subsequently prompted a couple potential actions – the proposal to develop Faculty Senate Service Awards, and a recommendation for a review of the bylaws' provisions in prompting/compelling greater participation by tenured faculty (e.g. faculty senate exec should be a tenured group?); the Climate resolution was passed at the end of the academic year and thus needs some practical follow-up actions. The FRR committee may want to undertake a process to operationalize post-tenure and 360 reviews (i.e. create them as sub-committees or ex-officio working groups of the FRRC?). Still attempting to organize/establish/maintain accurate senate attendance spreadsheet in order to include an attendance report.**
5. With respect to item 5 from 2012-13, several developments were noted in 2013-14: the Presidential Task Force on Financial Cancellation (TFFC) produced a report with recommendations, most of which were adopted with a progressive implementation timetable; the Administration identified the chairs for some of its boards/committees (e.g. food services committee); an ad hoc Sexual Harassment Committee remained intact. **There are ongoing concerns here: some follow-up with the ad hoc committees of the Senate may be in order (i.e. branding, and sexual harassment); the progress on the President's implementation timetable (financial cancellation) – is scheduled for discussion and update in the early fall 2014; there is some unfinished business with respect to crafting/establishing policy (i.e. Anti-Fraternization and Consensual Sexual Relationship Policy); the Senate should not lose sight of the ongoing "branding" process.**
6. With respect to item 6 from 2012-13, the Senate experienced some positive momentum in terms of committee reporting: a means to improve the transparency of committee operations, to provide greater support for continuity and progress in committee activities year-to-year, to improve active participation by committees in relationship to the decision-making activities of the Senate, and to cultivate mentorship/leadership in governance. **It is recommended that the Senate support these efforts in order to both gauge and advance its progress in governance. Any annual committee reports submitted for this year will be sent to the newly elected committee chairs early in the fall 2014. To date only two committees have accomplished this: FUAC, and FJC. Based upon committee annual reports, the senate should consider any outstanding item(s) that may be featured from these reports. Recommend that annual reports have a target date before the beginning of summer where possible (may require some language revision in the bylaws).**
7. **Secretary/Treasurer's Report:**
 - a. **Executive Committee had some difficulty deciding on an appropriate template for reporting meeting minutes. Will make a recommendation about this to the next senate executive committee.**
 - b. **Old Westbury Faculty Fund had an opening balance (as of 9-30-13 statement) of \$1,396.81 (\$308.15 checking, \$1,088.66 saving), \$77.85 was withdrawn for costs associated with posthumous Citation to honor Nelson Mandela, closing balance (as of 5-31-14 statement) of \$1,321.23. It is unclear what purpose the fund serves and has been dormant for the most part beyond compounding interest for several years.**

D. Open/Pending Items ending the year (for early consideration by the Senate in fall 2014):

1. **Schedule Change** (Senate passed a resolution at the end of the year which calls for establishing a joint task force which will produce a report including recommendations prior to the end of the fall 2014 semester) **(several potential faculty appointments to this joint task force were discussed with the Provost. The task force will be convened early in the fall with a targeted report of findings and recommendation before the end of the fall semester).**
2. **Residency Requirement** (Provost announced that the administration is considering a potential change in the residency requirement, which was also presented as a follow-up agenda item at the Provost Council Meeting – 5-8-14). Reduce the requirement from 48 to 40 credits. **(The Provost met with Senate Chair and plans to implement this change in the fall 2014).** This change is largely aesthetic, as department degree requirements will not be affected. It is unclear at this time what may be some of the longer-term impacts – (e.g. time to degree, total credit burdens for degrees, etc.), but the rationale is that it may be useful for our immediate enrollment needs/plans.
3. **Seamless Transfer Implementation for General Education** (implementation of agreed GE program/bulletin changes) **(This is part of an ongoing process in consultation with the Provost. Some of these details may be more suitable for a separate report/presentation to the faculty).**
4. **CAP – PA** (Program Announcement: BS Environmental Science) **(Some discussion with the Provost. Will likely be presented in the fall 2014 as a program title that is more descriptive and consistent with our mission).**
5. **Consultation in the area of institutional budgeting:**
 - a. RABPC sub-group (faculty and professionals) met May 29, 2014 and a potential summer follow-up full committee meeting may be scheduled. During the May 29, 2014 meeting the sub-group was presented with some materials to aid our campus in the development of a vetting tool for Start-Up NY. **(Unfortunately I failed in the effort to work with the Provost to try to schedule a meeting of this committee during the summer. Will recommend that the RABPC convene to move forward on this and some related matters as early in the fall as possible).**
 - b. Financial Cancellation Task Force operation **(the co-chairs of this task force are trying to schedule a meeting of the task force in the early fall – will ask faculty reps to update senate some time thereafter).**
 - c. Budgetary principles related to Letts. of Intent vs. Prog. Announcements **(Recommend that this discussion happen before the senate, after CAP and the RABPC have had an opportunity to interact with the Provost and the CFO).**
6. **Develop review criteria for leadership in shared governance:** i.e. Senate Chair, Campus President, Executive Committee. (An) assessment tool(s) of some kind would be extremely helpful for faculty governance.
7. **Resolution on Inclusion of Social Justice Component in Majors** (Senate agreed to offer a modified resolution in 2014-15, need follow-up on this in the fall 2014 – some members of the senate agreed to help to revise the language including the English department senator).
8. **Degree Initiatives.** In addition to the presentation of one minor from Modern Languages, there were 10 proposed curricular degree initiatives voted upon by the senate as presented by CAP (two Program Announcements (PAs) and eight Letters of Intent (LOIs)) (refer to E. below – dates: 5-9-14 and 5-23-14). As far as I am aware, one PA is yet to be announced by SUNY, and the other has been held for further internal review and development prior to submission to SUNY. In the case of the several LOIs that have been announced by SUNY, the College has yet to receive official approval letters from SUNY. Presumably the Provost will update us on that status as progress is made.
9. **ARPT.** The college's growth and transition is reflected in a large work volume of the Appointment, Reappointment, Promotion and Tenure Committee. It is important that this committee be fully constituted. There may be periodic need for the appointment of tenured faculty on this committee.

E. Summary Table - Resolutions passed and actions taken by the Senate (2013-14):

Meeting Date	Meeting	Motions/Descriptions (Activity)	Actions/Outcomes
9-20-13	Full Faculty	<ul style="list-style-type: none"> • Report: TLR Comm. (2012-13) • Nominations for faculty exec (at-large, vice-chair, secretary/treasurer) 	(accepted)
10-4-13	Senate	<ul style="list-style-type: none"> • Report: Financial Cancellation Task Force Senate Treasurer's report (postponed) • Ad hoc Branding Committee established. • Parliamentarian selected (Nominations for faculty exec – at-large, vice-chair, secretary/treasurer remain open) 	<p>(all summarized activities were accepted)</p> <p>Committee charge presented.</p>
10-18-13	Senate	<ul style="list-style-type: none"> • Chair's Report (included Senate Secretary/Treasurer's report, and governance needs and priorities for the year) • Faculty Senate Exec (constituted in full: secretary/treasurer, at-large, vice-chair elected) 	<p>No formal actions</p> <p>Elected (K. Kaye, C. Notaro & S. Simms)</p>
11-1-13	Senate	<ul style="list-style-type: none"> • Report: Acad. Pract. Comm. (2012-13) • Resolution: <ul style="list-style-type: none"> ➤ Access To and Priority in Master Schedule ➤ Academic Educational and Governance Space 	<p>(accepted)</p> <p>(passed)</p>
11-15-13	Senate	<ul style="list-style-type: none"> • Seamless Transfer and Open SUNY discussion; • Update on Branding process 	Joint UUP/Senate meeting on Seamless Transfer
12-6-13	Senate	<ul style="list-style-type: none"> • CAP Resolutions: <ul style="list-style-type: none"> ➤ 5 Year Reviews ➤ Minor in Hispanic and Latin American Cultures • Ad hoc Sexual Harassment Comm. (re-established) 	(passed)
1-17-14	Special Meeting	<ul style="list-style-type: none"> • Report: Gen. Ed. Comm. (2012-13) • Seamless Transfer Meeting (faculty discussion on GE and transfer paths) 	<p>(accepted)</p> <p>Senate – presentation by GEC sub-committee and CAP</p>
2-7-14	Full Faculty	<ul style="list-style-type: none"> • Report: <ul style="list-style-type: none"> ➤ CAP Comm. (2012-13) <p>Discussion of Faculty Culture Resolution, report from UFS Winter Plenary, TLRC Annual Conference (CFP)</p>	(accepted)
2-28-14	Senate	<ul style="list-style-type: none"> • Reports: <ul style="list-style-type: none"> ➤ ARPT Comm. (2012-13) • Resolution: <ul style="list-style-type: none"> ➤ Culture 	<p>(accepted)</p> <p>(passed)</p>

3-28-14	Senate	<ul style="list-style-type: none"> • Reports: <ul style="list-style-type: none"> ➤ Faculty Jud. Comm. (2012-13) ➤ Student Life Comm. (2012-13) 	(accepted)
4-18-14	Senate	<ul style="list-style-type: none"> • Report: Fac. Rights and Respons. Comm. (2012-13) 	(accepted)
5-9-14	Full Faculty	<ul style="list-style-type: none"> • Report: Faculty University Awards Committee (2012-13 & 2013-14) • CAP Resolution: Program Announcement – BS Public Health 	(accepted) (passed by faculty) unanimous voice vote
5-23-14	Senate	<ul style="list-style-type: none"> • Reports: (25 voting members of Senate) (conducted this vote electronically) Auxiliary Services Corp Seamless Transfer Bylaws Review • Resolutions (presented): Climate Schedule Change Seamless Transfer Commencement • CAP Resolutions (presented): (23 voting members of the Senate) Program Announcement – BA in Hispanic and Latin American Cultural Studies • CAP Resolutions (presented): Letters of Intent – <ul style="list-style-type: none"> ➤ MS Adolescence Special Education (Generalist 7-12) ➤ MS Adolescence Special Education (Generalist 7-12), Leading to Initial/Professional Certification ➤ MS Childhood Special Education ➤ MS Literacy Education (3 tracks) ➤ MS Entrep. Leader. & Sm. Bus. Mnmt ➤ MS Forensic Accounting ➤ MS Healthcare Mnmt ➤ MS Social Science Research 	(accepted 6-3-14) (No rejections recorded) 23 accept, 2 abs. 24 accept, 1 abs. 23 accept, 2 abs. (passed 6-3-14) 22 yea, 1 nay, 2 abs. 20 yea, 3 nay, 2 abs. 21 yea, 1 nay, 3 abs. 23 yea, 1 nay, 1 abs. (passed 6-4-14) 22 voted (1 response without a vote) 22 yea, 0 nay, 0 abs. 23 voted (unanimously) 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs. 23 yea, 0 nay, 0 abs.
June 2014	Special Committee Reports (Nominations and Elections)	<ul style="list-style-type: none"> • Nom. and Elect. Comm. (Spring 2014): <ul style="list-style-type: none"> ➤ Bylaws Ballot (Article I and Article VI) (re: W. Sbaschnik's e-mail 6-6-14) ➤ Faculty Committee Elections Ballot (re: W. Sbaschnik's e-mail 6-12-14) 	(passed) Art. I, 97 yes, 3 no, 0 abs.; Article VI, 94 yes, 3 no, 0 abs. ; (election: successful provision for all positions to be filled entering the fall 2015)