

FACULTY MEETING

Minutes of Meeting of April 3, 1992

I

APPROVAL OF MINUTES

The minutes of March 6, 1992 were approved.

II

ACADEMIC VICE PRESIDENT'S REPORT

Dr. Hall brought to the Faculty's attention some developments regarding registration of academic programs. The State Education Department sent the College a letter stating that several concentrations in the current catalog should have been registered. This arose as part of the site visit in 1989 during the re-registration process. The State Education Department reviewed the catalog and the findings from previous visits. As a result of the review in 1979, the State Education Department had requested Old Westbury to register discrete concentrations as separate programs. The College has to prepare a comprehensive report by May 1, 1992. The report should: 1) identify those programs that we would like to register immediately as a distinct discrete major and 2) remove all references to unregistered programs/concentrations in the catalog and other printed material. Failure to respond could have several consequences:

- 1) all of the current registered programs that are up for re-registration could not be re-registered or only be re-registered for a limited time;
- 2) it could be declared that all non-registered programs violate Part 53 of the Commissioner's Regulations;
- 3) an audit going back to 1979 could be conducted which would note the discrepancies in current practice;
- 4) financial aid could be disallowed to those students registered in unregistered programs.

Dr. Hall circulated the letter from the State Education Department to Conveners requesting that programs identify the concerns raised and give Dr. Hall some indication of what they plan. Dr. Hall is meeting with the State Education Department on April 24th to go over the College's listings.

Dr. Hall suggested the following ways in which we could approach this issue in the next few weeks:

- 1) all existing concentrations be registered;
- 2) most of these programs be registered in interdisciplinary category;

3) remove from the 1992 catalog all of those concentrations which are not currently registered and which we do not plan to register.

CAP will be undertaking a comprehensive review of all programs to determine whether we are consistent with Part 53 of the Commissioner's Regulations. They will be looking at two things: existing programs as they are registered and the catalog.

III

CHAIR'S REPORT

At the December Faculty Meeting the Faculty charged Faculty Council with looking at administrative hiring practices. Stephen Kirkpatrick reported that inquiries to the President have been forwarded to Mike Arons.

IV

SEXUAL HARASSMENT

A proposal for a policy and procedure on sexual harassment was distributed to Faculty earlier in the week. This proposal was put together by the Personal Safety Committee and the Committee on Faculty Personnel Matters. Thomas DelGiudice, Chair of the Personal Safety Committee, presented this proposal to the Faculty. A discussion ensued and the following suggestions and questions were raised:

- Students have an advocate to accompany them through the whole process. It was agreed that this will be included in the document.
- The wording in item #1 of the last page under Further Provisions will be changed to eliminate the word "unusual" before "unusual confidentiality."
- Assuming a complaint is without merit, the person will have to live under a cloud that this could be divulged. What kind of assurance will be given that those records are going to be sealed and held confidential since the Personnel Officer and the Affirmative Action Officer are the same person? Tom responded that the College will need to keep files to prove that the grievance procedure was used; the College would then be less liable.
- Who should keep the records? How much of the substance needs to be included to prove that the College faithfully carried out the grievance procedure?
- It was agreed that it be included in the document that the student would make a complaint free of retribution.

- A question was raised about the College being responsible for detecting a pattern of behavior. When a pattern occurs, would it be discounted? We need legal counsel on this.
- When do you start to keep records? Record keeping is very important. Tom responded that the record starts when the formal grievance has been filed.
- The liability of other campuses was raised. At the informal level nobody keeps records. A college is liable unless they keep all records. There has to be a way to keep informal as well as formal records.

Tom emphasized that this policy and procedure needs to be passed this year. Tom will work on the comments and suggestions that were made at this meeting and will bring the revised document to the Faculty either in May or September. A motion (92-5) was made that the Faculty adopt the policy and procedure on sexual harassment with the provision that addendum/revisions to the procedures could be implemented at future dates. The motion was seconded and approved unanimously.

V

NOMINATIONS AND ELECTIONS

The Nominations and Elections Committee distributed a list of the committee vacancies along with continuing members. The Committee opened nominations for the various committees. Faculty were urged to nominate themselves or others, with prior approval. Nominations will be open for the month of April and will be closed at the floor of the May 1st Faculty Meeting.

VI CONVENERS' COUNCIL'S POSITION ON REORGANIZATION, REDUCTIONS, ETC.

At the last Faculty Meeting, the Faculty decided that all issues of reorganization be directed through the Conveners' Council. Michael Leung reported that the Administration came to the Conveners' Council meeting last Tuesday to discuss this issue. A majority of the College's budget is spent by the division of Academic Affairs and consequently they should receive the blunt of the budget reductions, which amounts to a reduction of 6.5 lines (\$40,000 average per line). The majority of the Conveners felt that they should not have input as to what lines are to be cut.

In a memorandum sent to Dr. Hall from the Conveners' Council it was stated: "The Conveners' Council will not initiate any discussions on reorganization, faculty reductions or other related matters, but will respond speedily to any plans you or the administration proposes by convening a special meeting for this purpose. The Conveners' Council, with representatives from all departments, is the appropriate body to assess the impact of any proposed plans before being sent to SUNY Central. Additionally, numerous questions were raised about the

mechanical application of a benchmark formula as a means of determining the allocation of line reductions at Old Westbury."

The Conveners' Council could not do anything at their meeting since they were still waiting for a reorganization and reduction plan to come from the Administration.

A motion was made (92-6) that the Faculty endorse the position of the Conveners and request that they get a response in a timely fashion for whatever they are going to do so Conveners have time to discuss it. The motion was seconded and approved unanimously. It is important for Conveners' Council to inform the Faculty immediately.

VII

ANNOUNCEMENTS

- A. Lourdes Collantes asked Faculty who have published material from 1991 to the present to send their publications to the Library.
- B. Claire Meirowitz announced that there will be a meeting on Monday to discuss Earth Day/Building a Caring Community.
- C. Bahadur Tejani announced that Wagih Shenouda will be the presenter of the next Faculty Symposium to take place on April 10th.
- D. The Faculty Development Committee has put together a Brown Bag Series. The first one will take place on April 28th at 11:30 a.m. If anyone is interested in making a presentation for next semester they should let Naintara Vaid know.
- E. Ruby Sprott encouraged faculty to support International Day on April 15th in one of three ways: 1) submit a recipe from the country of your choice to the cafeteria so that they might prepare it on that day; 2) wear international dress; or 3) suggestions as to films that could be used for the international film presentation in the Library. Speakers will be available on that day to come to classes to discuss the possibility of studying abroad.
- F. Sylvia Gaines announced that ICCEC has had one-third of their funds cut. Faculty participation, support and contributions are desperately needed for the Spring Fest which will take place on April 29th from 11:00 a.m. to 6:00 p.m. They would like to keep ICCEC open at least until the end of the semester. The reason that ICCEC's funds have been cut is due to the fact that BOCES is no longer on campus.

A motion was made (92-7) that the Faculty Council send a letter to the Administration on behalf of the Faculty requesting information as to why BOCES left the campus and why other rents have not been

contributed to ICCEC. Why ICCEC has to take cuts in funds? What are the future plans for BOCES space? The motion was seconded and passed unanimously.

- G. Jonathan Collett announced that \$823.50 has been collected so far (mainly from student contributions) towards sending a student to Central America this summer. Students have already submitted applications. A motion was made (92-8) that \$176.50 be contributed out of the Faculty Fund in order to reach \$1,000. The motion was seconded and approved unanimously.
- H. There will be a mini book fair in the ELS office (Room B252) on Monday from 11:30 to 2:30.