

FACULTY COUNCIL

Minutes of Meeting of December 13, 1991

Present: J. Fernandez, J. Harris, S. Kirkpatrick, E. Landy, H. Lewis, P. McKeegan, President Pettigrew, G. Seidman

I

APPROVAL OF MINUTES

The minutes of November 22, 1991 were approved.

Eileen Landy asked that it be noted that she found the November 8th minutes to be accurate and that those minutes reflected the reasons Runi Mukherji and Eileen were given to examine the recommendations made by the Basic Education Committee.

II

CHAIR'S REPORT

- A. The committees working on the sexual harassment policy have received samples of policies from other institutions.
- B. The Chancellor's Awards for Distinguished Professors are almost complete - we are waiting for the President to respond to a memo.
- C. Stephen Kirkpatrick submitted a request to the Auxiliary Service Corporation for three symposiums/luncheons (\$150 each). The possibility of asking faculty for a small contribution was discussed since the Faculty Fund would be hit hard if three symposiums were scheduled for the Spring. Some faculty have expressed interest in speaking at these symposiums. The issue was raised that most programs meet before Faculty Meetings. Stephen will phone Council members before finalizing plans.
- D. There has been a review of the President by the Chancellor.
- E. The SUNY Senate Committee on Student Life is asking colleges to identify specific programs which enhance the spirit of the campus community in order to give them publicity. Several clubs were mentioned. Stephen will contact Bill Nocera.

III

BUDGET

Stephen distributed copies of a document received from SUNY Central. However, the President said that the budget stated in the document was no longer viable. Old Westbury has been instructed to cut 2.3% (\$415,000) from this budget. Vice Presidents have to propose where to cut programs. A long range plan is needed. President Pettigrew received a new document which she will send to Stephen.

The State is proposing to cut contributions to TIAA-CREF. People are being asked to write to the Governor and to key legislators. This money does not come out of SUNY money. Joseph Harris said that UUP will be sending out information regarding this.

IV

RESOLUTION ON MANAGEMENT

Faculty Council has been charged with reviewing the large number of acting administrative appointments at this time and the creation of new positions on campus. The President encouraged the Council to conduct a formal investigation.

V

NEW BUSINESS

As part of the reappointment process this Fall, faculty are being urged to take on advisement. RPT has addressed the issue of advisement. All persons coming up for reappointment have received essentially a form letter stating that they had not paid attention to advising undeclared majors. The Conveners' Council raised this issue with Dr. Hall. Dr. Hall stated that nowhere in the candidates' self-evaluations did they discuss the advising of undeclared majors. The Conveners' Council strongly suggested that letters were sent to the wrong individuals - they should have been sent to Chairs/Conveners. The guidelines for writing a self-evaluation do not include advising undeclared majors. The Conveners' Council expressed concern that these letters might be included in the candidates' personnel files. If so, programs should write a response. It was not clear if these letters are part of the candidates' files. The Conveners' Council will write a letter regarding this issue. Individual Conveners will write their own letters where required.

Some Faculty Council members felt that the administration is asking the people least capable to advise undeclared majors. The College does not have a mechanism for instructing the faculty to be good advisors. Hermine Lewis responded that last year Gloria Young Sing conducted a session on advising for new faculty and only a small number of faculty showed up. This semester Elizabeth Ewen conducted a workshop. Faculty Council felt that more needs to be done to bring this issue to the forefront.

Jesse Fernandez suggested that each program be invited to prepare packages, that letters be mailed to undeclared students, and that a fair be held where students can see all the different programs that are available at Old Westbury.