

## Faculty Senate Minutes #2

September 19<sup>th</sup>, 2023

### Fireplace Lounge

**Members and Senators Present:** K. Ahern, S. Anderson, P. Arras, C. Badurek, E. Bitterbaum, A. Blavos, R. Borden, S. Clark, R. Coyne, R. Davis, A. DeChellis, S. Decker, P. Donnelly, E. Edlund, L. Jin, K. Lawrence, L. Lopez-Janove, A. McClellan, J. Neretich, R. Powell, G. Sharer, P. Schroeder, K. Sheets, K. Silvestri, T. Suzuki, B. Williams, J. Zhe-Heimerman

**Members and Senators Absent:** R. Bryan, D. Fantacone, J. Hall, J. Mascetta, J. Radloff, G. Sharer, C. Widdall, B. Williams

**Guests of the Senate:** W. Cramner, J. Eckert-Dennison, H. Wong, H. Zhang

**I. Approval of Minutes:** The Minutes from September 5<sup>th</sup> were approved by the Senate.

**Guest W. Cramner:** Spoke to the Senate regarding proposed changes to the procedures in HR consultative searches. Proposed changes are to keep consultative searches at the VP, Associate Dean, and Dean level, and eliminate the consultative search process at the Director level. Rationale for the proposed changes are due to the extended periods of time these searches are taking to complete (searches are taking anywhere from 6-8 months to fill vacancies), and in the process, we are losing candidates. Discussion ensued; it was suggested in the interest of time, that **if anyone had comments to submit that response to Chair K. Lawrence who will then pass the feedback on to W. Cramner.**

**II. Chair's Report:** K. Lawrence – Announced that from this point forward, all nominations submitted to fill remaining senator and/or committee vacancies are to be submitted via email to the Faculty Senate Administrative Assistant ([amy.dechellis@cortland.edu](mailto:amy.dechellis@cortland.edu)) and/or Faculty Senate Chair ([Kathleen.lawrence@cortland.edu](mailto:Kathleen.lawrence@cortland.edu)); nominations will no longer be accepted from the floor of the Senate. Introduced newly elected SGA representatives to the Faculty Senate: C. Barnett and P. Arenas. Reported that there are several student representative vacancies for Faculty Senate committees; please contact P. Schroeder or K. Lawrence with any student representative nominations. Announced that there will be a Review of Governance (ROG) this year, as a ROG is mandated once every 5 years (**Please see footnote for full description**); deadline to submit self-nominations to serve on the ROG will be Monday, 10/2/23, no later than 4PM. Only self-nominations will be accepted, and please submit all nominations via email to either the Faculty Senate Administrative Assistant ([amy.dechellis@cortland.edu](mailto:amy.dechellis@cortland.edu)) and/or Faculty Senate Chair ([Kathleen.lawrence@cortland.edu](mailto:Kathleen.lawrence@cortland.edu))

**III. Vice Chair/Secretary's Report:** D. Harms – No report.

**IV. Treasurer's Report:** C. Widdall – No report.

**V. President's Report:** E. Bitterbaum:

- Announced that State Senator L. Webb was on campus today and discussed the budget; purchasing has come to a standstill (anything over \$75,000)
- SUNY-wide enrollment has decreased by 42%

**Senator K. Ahern:** Briefly discussed Artificial Intelligence (A.I.) Committee, explaining that the committee will meet to explore A.I. and writing research and resources specifically for SUNY Cortland. There have now been a number of white papers and other universities have issued formal reports, so, the goal is not to replicate that information; rather, this committee will first work to

identify, annotate, and evaluate those existing documents and resources in order to create a shared SUNY Cortland campus resource on A.I. and writing. Then, the committee will determine if there is a gap in research or a need specific to our campus and our students that we might pursue further. If anyone is interested in serving on this ad-hoc committee, please reach out to K. Ahern; the committee is set to meet on 9/27/23 at 12:30PM and 9/28/23 at 1:30PM in Cornish 1304.

- Discussion ensued with an emphasis on the concern regarding A.I. and academic integrity; continuity across campus when it comes to student conduct regarding A.I. and academic integrity.

## **VII. Policy Committee Reports:**

**Joint Committee on Student Interests:** K. Silvestri – No report.

**Academic Faculty Affairs Committee:** K. Sheets, Chair – No report.

**Educational Policy Committee:** E. Edlund, Chair – reported that the committee sent out a vetting document last Monday, 9/11/23; encouraged feedback. Also reported on current items the committee is in the early stages of working on: AGT policies (charge from Faculty Senate last year), increasing credit limits non-matriculated students, attendance policies/snow day policies, elimination of finals week (instructor can opt to teach during that week, rather than not holding class), definition of a concentration, and AGT guidance document for students, faculty, and department chairs.

**Professional Faculty Affairs Committee:** J. Neretich, Chair – No report

**Area Senators** – No report

**SUNY Senator/ Alternate Senator:** C. Badurek, A. Blavos, L. Jin, J. Hall – L. Jin – No report

**Student Senator:** J. Mascetta – On behalf of SGA, C. Barnett announced that they still need a Faculty Senate representative for their Student Senate; K. Silvestri informed SGA that the JCSI elects a representative from their committee to serve as a faculty representative to the Student Senate; however, since the JCSI is currently not filled, the JCSI has not been able to hold their first meeting and elect a representative to the Student Senate. Due to issues with the online balloting system, the last remaining vacant seat on the JCSI (which is contested) has not yet been able to be filled; once that issue is resolved, the ballot will be sent to the appropriate representing area to be voted on.

## **VIII. Other Standing Committee Reports:**

**Committee on Teaching Effectiveness:** H. Zang, Chair – No report.

**University Curriculum Review Committee:** K. Polasek, Chair – No report

**College Research Committee:** A. Davalos, Chair – No report.

**General Education Committee:** D. Radus, Chair – No report.

**Graduate Faculty Executive Committee:** C. Badurek, Chair – No report.

## **IX. Unfinished Business:**

- **Call for Nominations, Spring 2023** – Additional nominations which were submitted via email prior to the Faculty Senate meeting were approved by the Senate (*Please find documents attached*).

- Any seat that was and/or remains contested will go out to ballot within the next few weeks
- Remaining vacancies are as follows:
  - **Senator vacancies (6 total):** 1 seat representing Math/Science, 1 seat representing Social/Behavioral Sciences, 1 seat representing FTL Education OR Professional Studies, 2 seats representing Professional Faculty, and 1 seat representing Graduate Faculty
  - **Committee vacancies (3 total):** **AGT:** 1 (unexpired term) seat representing Education, **GFEC:** 1 (unexpired term) seat representing Biol., Chem., Geol., Math, Physics, **PFAC:** 1 (unexpired term) seat representing Academic Affairs

**X. New Business:** No new business

**XI. Announcements:**

- **Call Review of Governance:** Self-nominations to serve on ROG Committee to be submitted via email to either Faculty Senate Chair **K. Lawrence** ([Kathleen.lawrence@cortland.edu](mailto:Kathleen.lawrence@cortland.edu)) or Admin. Assistant **A. DeChellis** ([amy.dechellis@cortland.edu](mailto:amy.dechellis@cortland.edu)) **no later than 4PM Monday, 10/2/23.**
- Provost Ann McClellan's response to inquiry from senate meeting of September 5, 2023, regarding the situation in P.E. Department. A concern raised last Spring 2023 at FS regarding the large quantity of advisees assigned per faculty member in that department and how it far exceeds the demand on faculty in other departments.  
**RESPONSE:** Carol Van Der Karr, Mary Schlarb, and Abby Thomas have been working through email last week to provide alternative advising assignments for Physical Education to reduce their current advising loads (which are about 70+ students: 1 faculty). They have created a plan that re-assigns PE advisees to other faculty in the School of Professional Studies and to professional advisors in the Advisement and Transition office. Once Advisement and Transition completes a few other searches for support staff and filling additional advising gaps they will search for an additional professional advisor to help support faculty in overloaded programs. Ann McClellan met with PE department chair Bekkie Bryan and interim Dean of Professional Studies, Lynn MacDonald Monday, September 18, 2023, to discuss current PE faculty workload and space concerns. Dr. Bryan is doing a review of curriculum needs for the next two to three years as the large PE class moves forward in their academic programs to see what and where we need additional support.

**Meeting was adjourned at 2:31PM on 9/19/23**

Minutes submitted by: Amy M. DeChellis

## **Footnotes:**

### Article XIII: Review of Governance Structure

#### Section A

There shall be a mandatory review of the entire governance structure at least every five years. This committee shall conduct the review and present recommendations to the Faculty Senate. Included in the review shall be the specific recommendations of the policy committee chairs with regard to procedures affecting their specific area