

## **Faculty Senate Annual Report**

**Fall, 2015**

### **September 8<sup>th</sup>, 2015**

- Standing rules for Faculty Senate were voted on and approved.
- Committee on Committees – J. Barry, Chair called for nominations.
- K. Lawrence, Chair announced the immediate need for a Secretary, Treasurer, and Vice Chair for the Senate.
- K. Lawrence also encouraged current members of the Senate to consider Senate service (i.e. serve on committees).
- Lawrence also reported on the newly formulated committee reporting schedule, as an outcome of a motion from the Review of Governance Committee, which was passed last year.
- P. Schroeder distributed a handout on “Committee Tips”; the handout detailed communication and order in regard to committee service.
- K. Lawrence reported that J. Dangler from UUP will be invited to attend the next meeting to address changes that are being made at the Chancellor’s level.
- The Parliamentary Rules Refresher Course by S. Anderson, Parliamentarian, was postponed until the next meeting on September 22, 2015.
- President Bitterbaum reported on the ribbon cutting ceremony for Park Center tennis courts 9/15/15, how to better generate funds, efficiencies, the Enrollment and Recreation workshop, the Performance Implementation Plan (PIP), as well as S. Strause, M. Schlarb, and L. Xu’s visit to China.
- Area Senator, R. Borden that the 2015 Spring/Summer issue of the SUNY University Faculty Senate Bulletin is now available at the SUNY Senate's website, and mentioned that it includes an article by Noelle Chaddock (SUNY Cortland) and Timothy Gergen (SUNY Morrisville) on inclusiveness, "LGBTQ2AI Matters."
- J. Hartsock asked Provost Prus a question regarding peer reviews; Hartsock asked if it is true that the administration is requiring this, because if it is, he stated that it may pose a problem for his department. He noted that since before he came here the campus has required two peer-reviewed articles, and the personnel policies and procedures in his department were recently approved by FAC with that requirement. He stated that because we have a lot of new junior faculty this clearly is an issue that affects them, and asked for clarification if it is true that the administration requires this.
- Student Senator, M. Braun reported that the new e-board consists of ambitious and diverse individuals.

### **September 22<sup>nd</sup>, 2015**

- K. Lawrence opened the meeting by reporting that an e-mail that was sent around on campus encouraging faculty and staff to participate in the Faculty Senate and committees. She mentioned a problem she had observed at Chair’s Council, that some people do not

serve on the Senate because of the misconception that because it takes place on Tuesdays at 1:15 PM, and that they can't participate due to a conflict in teaching schedules. She explained that this should not prevent faculty/staff from serving on committees.

- Chair Lawrence then announced that Gary Evans is the new chair of Committee on Committees. Lawrence reported on the wonderful job Joanne Barry has done over the years as the former chair.
- K. Lawrence also stressed the existing need for a Vice Chair and Secretary and that Mary McGuire has been elected as the new Treasurer.
- Lawrence next reported that President Bitterbaum received an e-mail, which Chair Lawrence and SUNY Senator Chaddock were copied on, congratulating SUNY Cortland for being chosen to host an upcoming Plenary on our campus next year, October 20-22, 2016 . She mentioned that the last one was approximately seven years ago. Chair Lawrence is hoping to have a Vice Chair in place to serve as the Chair of SUNY Cortland Faculty Senate as a campus governance leader during next year's plenary hosted at SUNY Cortland.
- Steve Anderson gave a short parliamentary Robert's Rules refresher course.
- Treasurer's Report, M. McGuire - K. Lawrence reported that there is \$527.37 in the Faculty Senate Memorial Scholarship account and that M. McGuire will be taking over that responsibility shortly and will be putting out a call for dues. She also announced that there have been some new positive developments involving the treasury and the Faculty Senate being able to award more scholarships due to efforts by Institutional Advancement and a bequest from a faculty member.
- President Bitterbaum reported on his attendance at Chancellor's meeting this week along with Associate Provost, budget strategies, the college's Rational Tuition Policy, and the Performance Implementation Plan (PIP).
- AFAC – A. Fitz-Gibbon, Chair gave some background information on four things that his committee is working on this year: 1) There are approximately 30 departments and the Academic Faculty Affairs committee is continuing reviewing personnel policies at the rate of 10/year. Presently the committee is working on personnel procedures for Communications, Library, Foundations and Social Advocacy and Mathematics.; 2) The committee also reviews personnel complaints and due process, involving an investigation, and when the committee makes a determination their findings are reported to Joanne Barry; 3) Every three years the committee also conducts a review of the handbook regarding personnel policies, since the campus is constantly changing; 4) The committee also undertakes charges from the Faculty Senate. Chair Fitz-Gibbons also explained that, since the issue of scholarship and appointment came up at the last Faculty Senate meeting on September 8, they are sending out a clarifying memorandum to all chairs regarding this issue, which the committee has been working on since last year. He also reported that they will be reviewing the handbook chapter 220.6 and 230.6 and making any necessary revisions.
- SUNY Senator, N. Chaddock reported that the University Faculty Senate is meeting this Thursday and Friday with full committees for our fall planning session in Saratoga Springs. She distributed "SUNY Cortland Highlights" and "Building Faculty Capacity: Managing Diversity in the Classroom" and invited faculty to join them at the Provost's Diversity Workshop on September 28 or 29th.

- Student Senator, M. Braun explained that the executive board members of SGA went (along with 40-50 other SUNY Cortland Students) to the Diversity Retreat run by the Multicultural Life and Diversity office. This retreat began collaborations throughout the student body with organizations that the "common eye" would not necessarily see collaboration. He also mentioned that the student body is thinking of viable, realistic solutions that can better the parking system on campus.
- Committee on Committees – G. Evans, Chair. K. Lawrence read the committee nominations for the Committee on Committees. The nominees for committees were approved.
- Guest J. Dangler, Vice President of Academic Affairs for SUNY-wide UUP, gave a brief presentation and distributed a handout regarding intellectual property and entertained and answered questions.

### October 6<sup>th</sup>, 2015

- The nominations for the Committee on Committees were approved.
- Chair Lawrence mentioned the SUNY Faculty Senate Plenary being held on our campus next fall and an ad hoc group which may be designated to handle the arrangements. She also asked people to SAVE THE DATE of October 20-22, 2016, for the SUNY UFS Plenary being held on our campus next fall, as well as the Faculty Senate reception, and to keep in mind there will be lots for volunteers to do and her hope that many will participate from our campus.
- Treasurer's Report – M. McGuire. K. Lawrence announced that M. McGuire has been elected as the Treasurer and will be happy to receive donations to the Faculty Senate Memorial Scholarship Fund.
- President Bitterbaum reported on: the Greenhouse Expansion, StarNY3, The Completion Path Collaborative Project with Broome and TC3, Liberal Studies degree – a completion concept, and the Performance Improvement Plan for submission on October 21.
- EPC – C. Widdall, Chair. The EPC report noted that the EPC committee is currently reviewing two pieces of information that was brought to the EPC committee's attention: Transfer Credits and Residency Requirements – SUNY Cortland is currently at 45 while other SUNY Campuses are at 30. We are researching and reviewing this item to see if our campus needs to consider any need for change, as well as the item of GPA language in our current handbook. What is a Major GPA and should there be some new language to distinguished Major GPS versus Discipline GPA. This would not be a change in programs but we are looking at the language that is found in the catalog and how the language may need to be changed.
- SUNY Senator, N. Chaddock gave a brief report discussing the UFS Plenary, which was set to take place October 21st, 2015 at Buffalo State College.
- Student Senator, M. Braun reported on the Homecoming results: Homecoming King Competition: Raised \$893 for the American Cancer Society, while the Homecoming Queen Competition: Raised \$2,492 for the V Foundation for Cancer Research.

## **October 27<sup>th</sup>, 2015**

- The Chair opened the meeting reporting that she met with the Planning Committee, formerly the Long Range Planning Committee, and Maggie DiVita has been elected chair. She was able to provide the committee with information regarding the Review of Governance Committee changes that were approved last spring regarding membership and duties. The committee is running and has been charged, and will be scheduled to report at the Faculty Senate in the spring under the new committee reporting schedule.
- There was still a need for a Vice Chair.
- President Bitterbaum reported on: Partnership for Healthy America, American Cancer Society, Sustainability Achievement, Cortaca, Zip Cars, Whittaker/DeGroat, Task Force on Mental Health Issues, Active Shooter Workshop, Workshops – “How to Create More Efficiency on Campus” and “How to Generate more Revenue”, and the College’s Rational Tuition Policy.
- Area Senator – K. Pristaash reported on the events that were to take place during Cortaca, November 10<sup>th</sup> – November 15<sup>th</sup>, 2015.
- SUNY Senator, N. Chaddock reported on the UFS Plenary that took place on the 21<sup>st</sup> of October at Buffalo State College.
- Student Senator, M. Braun reported that the SGA will be sponsoring 3 buses, each holding approximately 60 students, for transportation to the Cortaca Game, and that SAB is hosting a concert featuring EchoSmith the night of Cortaca.

## **November 10<sup>th</sup>, 2015**

- The Chair opened the meeting asking a Senator to recognize D. Harms, Chapter Vice President for Academics and a member of the Ad Hoc Negotiations Committee for SUNY Cortland. D. Harms gave a brief report regarding UUP contract negotiations after the Chair’s report, which included a form entitled, “Contract Negotiations, 2015 Needs Assessment and Member Input/Ad Hoc Suggestions. Individuals on campus are encouraged to fill it out and return it to the UUP office.
- Chair Lawrence then reported on the need for officers, Secretary and Vice Chair. Someone has expressed an interest in being Secretary, but there is an urgent need for Vice Chair, since Lawrence will be stepping down permanently next May 2016 as Faculty Senate Chair.
- K. Lawrence reported that J. Walkuski will be reporting after the Thanksgiving break as chair of the CTE Committee, at the last meeting on December 1.
- The Chair also reported that J. Wilson will be taking pictures at the last Faculty Senate meeting on December 1 to be posted on the Faculty Senate webpage.
- President Bitterbaum reported on: Cortaca, the College’s Rational Tuition Policy, Student Survey Results, and Admissions – Open House.
- CRC – B. Hodges, Chair. The report for the committee was not given as planned due to a lack of time. The report will be read in full at the next and last meeting of the Faculty Senate on December 1.
- CTE – J. Walkuski, Chair. K. Lawrence reported that the committee will give a report at the last meeting of the academic year on December 1, 2015.

- Area Senator – K. Pristash gave a report on Cortaca and planned student activities for the week.
- Student Senator, M. Braun reported that, in hopes to increase participation in these events, Student Affairs adopted a "raffle-ticket" approach, which will give students a certain number of raffle tickets for each event attended, in order to win a prize at the end of the week.

### **December 1<sup>st</sup>, 2015**

- The Chair opened the meeting by reporting about the existing crucial need for a Vice Chair. She reported that she was hoping to have one in place in January, since next year will be an important term, with the SUNY University Faculty Senate Plenary being held here next Fall 2016. There is also an opening for Secretary.
- Treasurer's Report – M. McGuire reported that there is \$537.00 in the Faculty Senate Memorial Scholarship account.
- President Bitterbaum reported on: Black Student Union, Multi-Cultural Committee, Jets Leadership, Budget – Rational Tuition Policy, and the International Arena.
- CRC – B. Hodges, Chair. The CRC met for the first time this academic year on October 28, 2015. The CRC reviewed the deadlines and qualifications of the Faculty Research Program and the DiNardo-Waring Outstanding Achievement in Research Award (OARA). The CRC Chair indicated she has received a number of inquiries about the FRP which may indicate an increase in proposals. The CRC agreed to craft an appeal for increased funding for FRP.
- CTE – J. Walkuski, Chair. The committee discussed the replacement of the Perdue teaching evaluation system as per conversations that have been held over the past few years with Amy Berg, Associate Provost of Information Resources. The present program used to collate and analyze student responses was designed over ten years ago and due to software upgrades and limitations, the program used to collate the data from the present teaching evaluation system is becoming obsolete. JW has met with Amy Berg and her staff in the past to discuss possible web-based replacements. It has been communicated by Amy Berg the costs of rewriting the programming may be cost prohibitive and those staff who worked on the development of the program are no longer with the college. She has asked that the CTE committee meet with her to discuss possible alternatives available through commercial and/or non-profit entities.
- GE Committee – J. McNamara, Chair. The General Education Committee has resumed the assessment schedule after completing the General Education Program Revision. Committees have been formed for GE 1, Quantitative Skills, and GE 4, U.S. History and Society, with professors who teach in that area to help create rubrics for the assessment that will commence in the spring semester. Carol Van Der Karr and Jenn McNamara have been attending the meetings as representatives of the GE Committee. The GE 1 and 4 committees are in the final stages of refining their individual rubrics. After receiving feedback during the program revision, a GE 11, Prejudice and Discrimination, committee was formed to acquire information from the professors teaching in this category about a potential update in this area. The professors are compiling data to this end. Carol and Jenn are attending these meetings as well as representatives of the GE Committee.

- Area Senator – O. White reported that he and another faculty member from the School of Education, Cindy Benton, were the ASC chopped champions in the staff/faculty cook off.
- SUNY Senator, N. Chaddock reported about the BSU Town Hall meeting and asked the body to think about a conversation about freedom of speech vs. micro-aggressions. As an outcome of the discussion on diversity it was decided that a work group would be constituted of people interested in reviewing the SUNY Cortland Diversity Statement. Wendy Miller has agreed to be in charge. Anyone interested in volunteering for this committee is encouraged to contact W. Miller.