

## **FACULTY SENATE MINUTES #10**

**March 3, 2015**

The tenth meeting of the Faculty Senate 2014-2015 was called to order by Chair Kathy Lawrence on Tuesday, March 3, 2015 at 1:15 PM in the Park Center Hall of Fame Room.

**SENATORS AND MEMBERS PRESENT:** K. Lawrence, R. Grantham, J. Hartsock, M. McGuire, R. Spitzer, D. West, E. Lind, K. Polasek, R Borden, H. Lindh, K. Pristash, P. Viscome, R. Powell, N. Kane, M. Prus, G. Sharer, J. Curtis, G. Douglas, S. Anderson, G. Sharer

**SENATORS AND MEMBERS ABSENT:** C. Schubert, D. Miller, B. Wodi, O. White, S. Shi, J. Rayle, M. Seyfried, A. Dearie, T. Hanford, Z. Newswanger, N. Chaddock, R. Nauseef, M. Connell, S. Buta, E. Bitterbaum, J. McNamara

**GUESTS PRESENT:** F. Pierce

**I. APPROVAL OF THE MINUTES:** Due to a lack of quorum the minutes were not approved.

**II. SENATE ACTIONS:** Due to a lack of quorum there were no Senate actions.

**III. CHAIR'S REPORT** - K. Lawrence – The chair opened her report announcing that since there was no quorum the minutes would not be approved. The Chair also reported on the ongoing vacancy which needs to be filled for Vice Chair. She mentioned sending out an e-mail soliciting feedback, comments and concerns, as well as the General Open Meeting, which will be held during the Senate meeting time. The date of the General Open Meeting will be announced in the future, but has not been determined, due to an upcoming proposal which might generate a lot of opinion. Chair Lawrence heard from Joanne Barry about the Long Range Planning Committee Proposal, from the Review of Governance Committee, and how to accommodate the changes in membership, depending on the outcome. Joanne Barry has sent out a reminder that the elections for the open seats in the Fall are as follows: call for nominations, 3/18; deadline for call for nominations, 3/30; Slate of nominations, 3/31; additional ballots, 4/7; ballots issued, 4/10; ballots tallied, 4/17.

**IV. VICE CHAIR'S REPORT** - No Vice Chair.

**V. TREASURER'S REPORT** – C. Schubert – No report (absent)

**VI. SECRETARY'S REPORT** – R. Grantham – No report.

**VII. PRESIDENT'S REPORT:** M. Prus gave the report for the President as follows:

- Storm warning with possible cancellation of classes
- NY Jets – Cortland vs. Florham Park, NJ for training camp 2015
- Peter Perkins, VP Institutional Advancement; David Duryea, Vice President of Finance and Management

## **VIII. STANDING COMMITTEE REPORTS:**

**Student Affairs Committee** – M. Connell – No report (absent.)

**Academic Faculty Affairs Committee** – A. Fitz-Gibbon – No report (absent).

**Long-Range Planning Committee** – G. Douglas – No report.

**Educational Policy Committee** – K. Polasek – No report.

**Professional Affairs Committee** – K. Pristash – The survey of professionals regarding the Professional Discretionary Awards will be distributed later this week and will eventually go to the President's Cabinet for review.

## **IX. OTHER COMMITTEE REPORTS:**

**Committee on Teaching Effectiveness** – J. Walkuski – The committee met and selected Jeff Walkuski as chair. The committee plans to hold a joint meeting with the faculty development committee in order to discuss markers of quality teaching as well as strategies to facilitate and support excellence in teaching across the campus. The committee is also in the process of developing an on-line survey to be administered to the teaching faculty regarding teaching.

**College Research Committee** – B. Hodges – No report (absent)

**General Education Committee** – J. McNamara – No report (absent)

**Graduate Faculty Executive Committee** J. Curtis - No report.

**Review of Governance Committee** – J. Walkuski – The committee has met several times this semester and has submitted one handbook proposal to the senate regarding the LRPC. The committee will present at least three more proposals for consideration by the senate by the meeting of March 24, 2015.

**X. AREA SENATOR:** J. Hartsock asked a question regarding implementation of the new General Education policy.

**XI. SUNY SENATOR:** N. Chaddock –. No report (absent).

**XII. STUDENT SENATORS' REPORT** – P. Viscome – Increasing on-campus students meal plans declining balance account used at retail units, known as dragon dollars, by 50 dollars.

- Bistro will be opening for breakfast starting next week to alleviate congestion at Neubig in the morning. Note: Made-to-order omelets will not be served like at Neubig.
- Students are allowed to receive an additional serving of food upon request at our unlimited dining facilities ( Neubig and Bistro)
- A piece of fresh fruit and a Yolato ( frozen yogurt) cone may be taken to go.
- Raquette pizza will be open for lunch in the upcoming weeks.

**XIII. Committee on Committees** – J. Barry, Chair – There was no report from the Committee on Committees.

**XIV. OLD BUSINESS:** - The Review of Governance Committee Proposed Changes to the Handbook regarding changes to the LRPC Committee was discussed, but due to a lack of quorum, it was postponed until March 24, where further discussion and voting will be conducted.

**XV. NEW BUSINESS:** The Review of Governance Committee, represented by J. Walkuski, Chair, introduced a new item of business regarding a proposal involving the position of Vice Chair, which will be re-introduced at the next Senate meeting on March 24, due to a lack of quorum.

**XVI. ANNOUNCEMENTS:** There were no announcements.

Respectfully Submitted,

Barbara Kissel  
Recording Secretary

The following reports are appended to the minutes in the order that they are distributed:

- (1) Review of Governance Committee Proposed Changes to the Handbook regarding the LRPC Committee, Submitted by J. Walkuski, Chair, ROG.
- (2) Review of Governance Committee Proposed Changes to the Handbook regarding the position of Vice Chair, submitted by J. Walkuski, Chair, ROG.

## **APPENDIX 1**

**Proposed Changes to the Long Range Planning Committee  
submitted by J. Walkuski, Chair**

Review of Governance Ad hoc Committee  
Proposed Changes to the SUNY Cortland College Handbook

<b>Current Wording</b>	<b>Proposed Wording in <i>Italics</i></b>
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**150.03 SUNY CORTLAND FACULTY BYLAWS**

**ARTICLE VII: COMMITTEES**

Section C. Policy Committees

3. Duties:

d. ~~Long-Range~~ Planning Committee:

1. To consider and recommend to the Senate matters related to current academic plans, ~~long-range~~ planning, and other such matters designated to it by the Senate.
2. To determine the procedure whereby faculty and student input is obtained regarding long-range plans. The procedure developed shall be subject to approval by the Senate, and to mandatory review every ~~two~~ years.
3. ~~Procedures to be Used by the LRPC~~
  - a. ~~Ask all academic units and departments to either (i) prioritize and submit to the LRPC aspects of their academic unit long-range or strategic plans or statements, or (ii) if no formal plan or statements exist, to submit a statement of prioritized strategic values or issues agreed upon by the academic unit. This will be accomplished through a Web-based survey and will be reflective of the new SUNY Cortland Mission Statement. This could include the use of an online forum (e.g., a "wiki") or other methods of input such as open forums and/or surveys.~~
  - b. ~~LRPC will present its findings and recommendations to the Faculty Senate, the Strategic Planning Steering Committee and the campus community in the spring of 2009.~~

**150.03 SUNY CORTLAND FACULTY BYLAWS**

**ARTICLE VII: COMMITTEES**

Section C. Policy Committees

3. Duties:

d. *Planning Committee*:

- 1.** To consider and recommend to the Senate matters related to current academic plans, planning, and other such matters designated to it by the Senate, ***the Steering Committee of the Senate, or the Chair of the Senate on behalf of the faculty.***
2. To determine the procedure whereby faculty and student input is obtained regarding ***the review and assessment of strategic plans and indicators of institutional effectiveness.*** The procedure developed shall be subject to approval by the Senate, and to mandatory review every ***three*** years.
- 3. *To provide the Senate with a summary of input from faculty and students regarding strategic plans.***
- 4. *To assist with the alignment of program, department, school, and unit plans with the college strategic plan.***
- 5. *To serve as an advocate for planning across campus.***
- 6. *To serve as a liaison between the administration and the Senate concerning all planning that may affect the campus community.***

Current Wording	Proposed Wording in Italics
<p><b>150.03 SUNY CORTLAND FACULTY BYLAWS</b>  <b>ARTICLE VII: COMMITTEES</b>  Section C. Policy Committees</p> <p>There shall be five standing Policy Committees:</p> <p>d. The Long-Range Planning Committee</p> <p>Membership shall be as follows:  <del>one member representing mathematics/sciences—</del>  <del>one member representing social/behavioral sciences</del>  <del>one member representing fine arts/humanities</del>  <del>one member representing professional studies</del>  <del>one member representing education</del>  one member representing library  <del>one member representing professionals</del>  two student members</p>	<p><b>150.03 SUNY CORTLAND FACULTY BYLAWS</b>  <b>ARTICLE VII: COMMITTEES</b>  Section C. Policy Committees</p> <p>There shall be five standing Policy Committees:</p> <p>d. The Planning Committee</p> <p>Membership shall be as follows:  <i><b>one member representing the School of Arts and Sciences</b></i>  <i><b>one member representing the School of Education</b></i>  <i><b>one member representing the School of Professional Studies</b></i>  <i><b>one member representing the faculty at-large</b></i>  one member representing <b>the</b> library  <i><b>two members representing professional faculty</b></i>  two student members</p>

**APPENDIX 2**  
**Proposed Changes to the SUNY Cortland College Handbook**  
**submitted by J. Walkuski, Chair**

Review of Governance Ad hoc Committee  
Proposed Changes to the SUNY Cortland College Handbook

Current Wording	Proposed Wording
<p><b>150.03 SUNY CORTLAND FACULTY BYLAWS</b>  <b>ARTICLE V: OFFICERS</b>  Section B.</p> <p>2.The vice chair of the Senate shall:</p>	<p><b>150.03 SUNY CORTLAND FACULTY BYLAWS</b>  <b>ARTICLE V: OFFICERS</b>  Section B.</p>

<p>a. Serve as chair of the Senate in the latter's absence and in case of a vacancy shall act as chair pro-tem for the remainder of the chair's term. This shall not be considered to be a violation of Article X, Sections 5.c. and 8.b.</p> <p>b. Discharge such other duties as shall be assigned by the chair with the advice and consent of the Senate.</p> <p>c. <del>Assume the office of chair of the Senate for the academic year following term of service as vice chair. These duties shall be assumed at the close of the spring semester.</del></p>	<p>2.The vice chair of the Senate shall:</p> <p>a. Serve as chair of the Senate in the latter's absence and in case of a vacancy shall act as chair pro-tem for the remainder of the chair's term. This shall not be considered to be a violation of Article X, Sections 5.c. and 8.b.</p> <p>b. Discharge such other duties as shall be assigned by the chair with the advice and consent of the Senate.</p> <p><b>(point c. deleted)</b></p>
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Review of Governance Ad hoc Committee  
Proposed Changes to the SUNY Cortland College Handbook

Current Wording	Proposed Wording in Bold
<p><b><i>150.03 SUNY CORTLAND FACULTY BYLAWS</i></b></p> <p><b>ARTICLE X: ELECTIONS</b></p> <p>1. Offices of the faculty to be filled by election by the voting faculty:</p> <p>a. <del>Vice chair of the Senate and chair designate.</del></p> <p>b. <del>Secretary</del></p> <p>c. <del>Treasurer</del></p> <p>d. <del>Three or four members each year of the Committee on Committees.</del></p> <p>e. <del>Representative and alternate representative to the State University Senate.</del></p> <p>f. <del>One faculty representative to the Student Senate.</del></p> <p>g. <del>Elected representatives of the faculty to other organizations.</del></p>	<p><b><i>150.03 SUNY CORTLAND FACULTY BYLAWS</i></b></p> <p><b>ARTICLE X: ELECTIONS</b></p> <p>1. Offices of the faculty to be filled by election by the voting faculty:</p> <p>a. <b>Chair of the Senate</b></p> <p>b. <b>Vice chair of the Senate</b></p> <p>c. <b>Secretary</b></p> <p>d. <b>Treasurer</b></p> <p>e. <b>Three or four members each year of the Committee on Committees.</b></p> <p>f. <b>Representative and alternate representative to the State University Senate.</b></p> <p>g. <b>One faculty representative to the Student Senate.</b></p> <p>h. <b>Elected representatives of the faculty to other organizations.</b></p>

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Current Wording	Proposed Wording in Bold
<p><b><i>150.03 SUNY CORTLAND FACULTY BYLAWS</i></b>  <b>ARTICLE X: ELECTIONS</b></p> <p>4. Terms of Office:</p> <ul style="list-style-type: none"> <li>a. <del>At the regular election each year, a candidate shall be elected to the office of vice chair. The candidate shall serve as vice chair for one year and as chair for the following year. The terms of office of the secretary and of the treasurer shall be for one year.</del></li> <li>b. The Faculty Senate chair shall assume office on the day following Commencement. Other officers of the Senate shall assume office immediately following the last day of examinations in the spring semester.</li> <li>c. The terms of office for the three elected representatives of the Schools of Arts and Sciences, Professional Studies and Education, the professional staff, library, and management/confidential shall be two years.</li> <li>d. At each regular election, one or two Senators shall be elected from each of these areas as needed to ensure a full representation for each area. The term of office for representatives to the Student Senate shall be one year.</li> </ul>	<p><b><i>150.03 SUNY CORTLAND FACULTY BYLAWS</i></b>  <b>ARTICLE X: ELECTIONS</b></p> <p>4. Terms of Office:</p> <ul style="list-style-type: none"> <li>a. <b>On the year the current chair's term expires, during the regular election cycle, a candidate shall be elected to the office of chair. The terms of office of the chair shall be for two years.</b></li> <li>b. At the regular election each year, a candidate shall be elected to the office of vice-chair. <b>The candidate shall serve as vice-chair for one year.</b> The terms of office of the secretary and of the treasurer shall be for one year.</li> <li>c. The Faculty Senate chair shall assume office on the day following Commencement. Other officers of the Senate shall assume office immediately following the last day of examinations in the spring semester.</li> <li>d. The terms of office for the three elected representatives of the Schools of Arts and Sciences, Professional Studies and Education, the professional staff, library, and management/confidential shall be two years.</li> <li>e. At each regular election, one or two Senators shall be elected from each of these areas as needed to ensure a full representation for each area. The term of office for representatives to the Student Senate shall be one year.</li> </ul>

