

FACULTY SENATE MINUTES #4

October 14, 2014

The fourth meeting of the Faculty Senate 2013-2014 was called to order by Chair Kathy Lawrence on Tuesday, October 14, 2014 at 1:15 PM in Brockway Hall, Jacobus Lounge.

SENATORS AND MEMBERS PRESENT: K. Lawrence, R. Grantham, C. Schubert, D. Miller, R. Spitzer, D. West, B. Wodi, K. Polasek, J. Rayle, R. Borden, A. Dearie, T. Hanford, H. Lindh, K. Pristash, R. Powell, N. C. Paley, A. Fitz-Gibbon, S. Wood, K. Lowenhar, E. Bitterbaum, M. Prus, G. Sharer, S. Anderson

SENATORS AND MEMBERS ABSENT: J. Hartsock, M. McGuire, E. Lind, O. White, S. Shi, M. Seyfried, Z. Newswanger, N. Kane, R. Nauseef, M. Doris

GUESTS PRESENT: M. Pluchino, C. Gambetta, G. Rhineberg, S. Conroe, C. Vanderkarr, J. McNamara

I. APPROVAL OF THE MINUTES: The minutes from September 30, 2014 were approved.

II. SENATE ACTIONS: The nomination from the Committee on Committees was approved (**Approved**) {*SEE Secretary's Report; SEE Committee on Committees Report; Appendix 1.*}

III. CHAIR'S REPORT – The chair opened the meeting by commenting on the new members of the Senate, and the Vice Chair's position, which is still open. There is also a need to fill the seats for Social/Behavioral Sciences, Professional Studies, Math/Science and Graduate Studies.

Chair Lawrence introduced M. Pluchino who is the new Editor of the Dragon Chronicle.

The chair gave an update on the GE Committee regarding a discussion at the Steering Committee the prior week, which involved the need to get the proposal back as early as possible after obtaining the greatest community involvement possible. It was decided that a deadline of November 4 is required. The Senate schedule is on the Faculty Senate website and she reviewed the meeting calendar. The next full Senate meeting after break will be on November 4.

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

V. TREASURER'S REPORT – C. Schubert – The Treasurer encouraged everyone to continue sending in their donations of \$10 for the Faculty Senate Memorial Scholarship.

VI. SECRETARY'S REPORT – R. Grantham – No report. The Secretary gave the report for the Committee on Committees. She approved a committee nomination by casting a ballot. {*SEE Senate Actions; SEE Appendix 1*}

VII. PRESIDENT'S REPORT:

- NY Jets
- Cortaca Jug
- GE Committee

VIII. STANDING COMMITTEE REPORTS:

Student Affairs Committee – E. Lind – No report.

Academic Faculty Affairs Committee – A. Fitz-Gibbon – The Chair reported the committee has not met since the last meeting but would meet the coming Friday.

Long-Range Planning Committee – G. Douglas – C. Vanderkarr reported that the committee is not meeting, however, the Review of Governance Committee had plans to review the committee and its continuing role on campus.

Educational Policy Committee – K. Polasek – No report. The Online Finals Policy was introduced and discussed under New Business and will be an agenda item under Old Business at the next Faculty Senate meeting on November 4.

Professional Affairs Committee – K. Pristash – No report.

IX. OTHER COMMITTEE REPORTS:

Committee on Teaching Effectiveness – J. Walkuski – No report (absent)

College Research Committee – B. Hodges – K. Lawrence gave the following report for the committee. The College Research Committee reviewed campus applicants for the National Endowment for the Humanities Summer Research program. The committee recommended both applicants to the Provost.

General Education Committee – J. McNamara – The chair gave the following report. The General Education committee is scheduled to meet for two hours on Tuesday 21st. They will discuss the current draft of the proposal focusing on the 4, 5, and 6 general education areas. There is a meeting taking place with members from the committee and interested representatives from these areas on Friday. Given the feedback from open meetings and email responses this seems to be the section where the college community has the most concern. The committee hopes to have a new draft formulated by the conclusion of this meeting with these areas resolved to the best of the committee's ability. They will submit the revised draft to the Faculty Senate as soon as possible for their review.

Graduate Faculty Executive Committee No Chair elected yet.

Review of Governance Committee – J. Walkuski – No report (absent)

X. AREA SENATOR: K. Prishtash gave a report regarding Cortaca {*SEE Appendix 4; 4a*}

XI. SUNY SENATOR: N. C. Paley –The SUNY Senator reported that the first Fall Plenary will be next weekend at SUNY College of Environmental Science and Forestry, Syracuse, NY.

XII. STUDENT SENATORS' REPORT – S. Wood - S. Wood reported that the Student Government Association is happy to announce that they will be hosting a concert on the Saturday of Cortaca, November 15th. White Panda, a DJ, will be performing (location TBA). In addition, they will be giving out a variety of prizes for students that come to the concert (iPads, gift cards, and more!) stay tuned for more details.

XIII. Committee on Committees – J. Barry, Chair – R. Grantham, Secretary, read the Committee on Committees report and cast a ballot in favor of the nominee.

XIV. OLD BUSINESS: - There was no Old Business.

XV. NEW BUSINESS: The New Business item of a referendum for GE proposals was introduced and will be an agenda item under Old Business at the next Faculty Senate meeting on November 4. The New Business item regarding the Online Finals Policy from the EPC Committee was introduced by K. Polasek, Chair, and will be an item under Old Business at the next meeting on November 4.

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) Committee on Committees Report, submitted by J. Barry, Chair
- (2) College and Community Prepare for Cortaca Jug, submitted by K. Pristash, co-chair, Cortaca Steering Committee
- (3) Online Finals Policy from the EPC Committee, submitted by K. Polasek, Chair

APPENDIX 1
Committee on Committees Report
submitted by J. Barry, Chair

Committee on Committees – Report to the Faculty Senate
October 14, 2014

Item #1

The Committee on Committees recommends the following appointment. This requires confirmation by the Faculty Senate:

General Education Committee:

Social/Behavioral Sciences (Fall 2014 semester) – **Gigi Peterson**
(Kevin Sheets has been appointed to this seat for 2014-16, but has a scheduling conflict this semester)

Respectfully submitted,

Joanne Barry, Chair

APPENDIX 2
Report on Cortaca
submitted by K. Pristash, co-chair-Cortaca Steering Committee

10/09/14

For more than half a century, the football teams of SUNY Cortland and

Ithaca College have played an annual rivalry game unlike anything else in Division III athletics. Sports Illustrated once described the rivalry as “the biggest little game in the nation.” It’s a distinction that students, alumni, guests and community members celebrate with pride.

That pride dimmed in the wake of the unacceptable behavior that erupted in Cortland during Cortaca weekend 2013. Following that disappointment, College and community representatives promised to take steps to prevent that situation from ever occurring again. They have kept their word.

With Cortaca Jug 2014 scheduled for Nov. 15, a little more than a month away, much has been done to ensure this year’s weekend is fun, memorable and safe, including many of the recommendations outlined in a report by a special College and Community Commission created to address the problem.

A 13-member steering committee chaired by Kevin Pristash, director of SUNY Cortland’s Student Union, and Matt Whitman, project manager for the Cortland Area Communities That Care Coalition, is coordinating the initiatives. They include:

Increased police presence. More police officers from Cortland and surrounding departments will be deployed throughout the weekend. Officers will begin patrolling much earlier on game day and the arrest process has been streamlined to keep more officers on the street. Officers with the New York State Liquor Authority are expected in Cortland during Cortaca Jug weekend to vigorously prosecute underage alcohol sales.

Advance warning. Officers have gone - and will continue to go - door-to-door at off-campus student residences, educating students about unacceptable behavior and warning of the consequences. This approach was successful in moderating behavior surrounding Spring Fling 2014. All students who live on Clayton Avenue will receive a letter of warning from the College, and the parents of those students will receive a written request from the College asking that they be aware of their child’s behavior over Cortaca Jug weekend.

New legal tool. The Cortland City Council approved a social host ordinance that gives local law enforcement leverage against house parties that it didn’t have in 2013. Officers can now arrest the host or hosts of any party at which an underage person is served alcohol. In conjunction with the city’s nuisance party ordinance, this proved to be an effective tool during Spring Fling.

Increased fines. The city raised the penalty for first-time offenders to \$100 for violating ordinances related to consumption of alcohol in public, possession of an open alcohol container, disorderly conduct, urination in public and unsanitary disposal of trash.

Additional events. The College is building a series of complimentary events around the Cortaca Jug football game that provide an alternative to

alcohol parties. In addition to the annual Cortaca Mug event the night before the game, the Student Government Association is hosting a dance party featuring The White Panda with big-ticket prizes on Saturday evening after the game. Other events are in the works for the morning before the game and the weekdays leading up to Cortaca Jug weekend. A full listing will be released soon.

Social media monitoring. College officials and city police are monitoring the social media feeds that encouraged some of the more outrageous behavior from 2013. That monitoring recently resulted in an investigation of a downtown property damage incident. The College is working to make students aware that social media is not as anonymous as they think, and that offensive Internet postings can delay, or end, careers.

Targeted messaging. The College is reaching out to various groups with messages aimed at encouraging participation in Cortaca Jug celebrations while discouraging disrespectful or destructive behavior. A new webpage will go live within the next week that gives an overview of the Cortaca Jug and its history and provides buttons for students, alumni, community members and visitors to find information tailored to their needs. The key message is one of respect and responsibility, but the task force realized different messages would resonate with different audiences and this is an attempt to reach the different targets effectively.

Local bars. The College and the city are finalizing a voluntary agreement with local tavern owners to promote responsible practices and curtail unacceptable marketing practices. The document is patterned after a similar agreement between the Village of New Paltz and its tavern owners that has met with success.

T-shirts. The SUNY Cortland Alumni Association is sponsoring a student T-shirt contest aimed at promoting a positive message about Cortaca and offering an alternative to some of the offensive T-shirts that have been popular in recent years. A total of 38 entries were received. The College plans to work with Ithaca College to enforce the institutions' joint trademark ownership of Cortaca and legally prevent the sale of unauthorized "Cortaca" apparel.

Faculty and staff. Because of the influential role they play in students' lives, SUNY Cortland faculty and staff will be encouraged to engage students - to the extent they are comfortable - in discussions of alcohol abuse, student behavior, community respect, etc. General guidelines for these voluntary conversations will be available soon.

Student culture. The College is committed to positively altering the student culture at SUNY Cortland through education, awareness, peer pressure and a greater understanding that all actions have consequences.

This semester, the College worked with CACTC to implement a "Majority Rules" campaign, which seeks to show students that most of their fellow students are not engaged in the outlandish, inebriated behavior often

celebrated on the Internet. Dozens of T-shirts with tips on how to “Party Smart” have been distributed and a SUNY Cortland webpage for the initiative will be live soon.

Also this semester, the Student Conduct Office sponsored a national speaker on alcohol abuse that drew more than 450 students to a program titled “Solo Cup Culture: Minimizing the Risks of an Alcohol-Soaked Campus Climate.” The speaker focused on each person’s responsibility to both look out for the welfare of their friends, and to say something to friends when they see behavior that they don’t agree with or that could harm someone.

The message of looking out for friends and helping control friends’ behavior is also the foundation of campus messaging efforts involving sexual abuse, bias speech and other important issues. Students will produce a video message about this that will be shared through social media.

APPENDIX 2a

College and Community Prepare for Cortaca Jug submitted by K. Pristash, co-chair, Cortaca Steering Committee

College and Community Prepare for Cortaca Jug



10/09/2014

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APPENDIX 3
Online Finals Policy, EPC Committee, submitted by K. Polasek, Chair

415.03 EXAMINATION POLICIES

Final examinations are required. An instructor may request exception to this policy from the department chair. The chair may grant such request if: (1) the nature of the course makes such action desirable; or (2) an adequate series of other evaluation procedures is substituted. An instructor may have a policy of exempting students who meet specified criteria from final examinations: the policy and criteria shall be stated and placed on file with the department chair.

Final examinations or last examinations of the course are given during final examination week (except for examinations in quarter courses, which end in the middle of the semester.) No examinations, quizzes, or tests of any type should be given during the last week of classes prior to the published final examination week.

Online and hybrid courses will be assigned a final exam day and time to assure students have adequate opportunity to take the exam in alignment with the final exam policy. Hybrid courses must use the assigned final exam period which is determined by their in-class meeting day/time. Instructors of fully online courses: 1) must make the exam available during the course's assigned final exam time period; and 2) may make the exam available before and after the assigned time for any length of time within the final exam standard schedule (i.e., 8 am on the first day of finals to 4 pm on the last day of finals).

Any deviation from this policy must be approved in advance by the appropriate department chair and school dean.

(Approved by the Faculty Senate, Feb. 11, 1977; subsequently approved by Vice President Corey)

A copy of all final examinations shall be kept on file in the department chair's office for a period of three years. After three years the examinations shall be returned to the appropriate staff members.

Each instructor, after receiving approval of his/her examination policy from his/her chair, shall inform each class of the course requirements and grading procedures by the end of the first full week of classes. Persons in the class shall be informed of policies on:

1. examinations and other evaluation procedures
2. exemption from examinations
3. make-up of examinations

All such policies shall reflect current college policy.

A student may request an adjustment in his/her final examination schedule if

- there is a conflict in his/her examination schedule
- the student is scheduled for more than two examinations in any one day
- the student has a verified illness or other emergency.

Requests for adjustment shall follow procedures established and published by the Registrar. No make-ups for final exams shall be given except for students who are officially excused or who have been verifiably excused by a physician.

The student shall have the right to appeal decisions resulting from these policies to the chair of the department, the associate dean of the school or the provost.

(Approved by the Executive Council, April 11, 1972)

415.04 MISSED FINAL EXAMINATION, MAKE-UP EXAMINATION

Students who miss a final examination will receive a grade of E for that course unless they obtain excuses for their absence from their school deans. It is the student's responsibility to arrange with the instructor for a make-up examination. Such a make-up examination must be taken after the regularly scheduled examination and will be given at the convenience of the instructor.