

FACULTY SENATE MINUTES #6

November 18, 2014

The sixth meeting of the Faculty Senate 2013-2014 was called to order by Chair Kathy Lawrence on Tuesday, November 18, 2014 at 1:15 PM in Brockway Hall, Jacobus Lounge.

SENATORS AND MEMBERS PRESENT: K. Lawrence, C. Schubert, J. Hartsock, D. Miller, M. McGuire, R. Spitzer, D. West, E. Lind, K. Polasek, O. White, S. Shi, J. Rayle, R. Borden, A. Dearie, T. Hanford, H. Lindh, K. Pristash, R. Powell, R. Newsanger, N. C. Paley, K. Pristash, A. Fitz-Gibbon, S. Wood, K. Lowenhar, E. Bitterbaum, M. Prus, J. McNamara, S. Anderson

SENATORS AND MEMBERS ABSENT: R. Grantham, B. Wodi, M. Seyfried, N. Kane, R. Nauseef, G. Douglas, M. Connell, M. Doris, G. Sharer

GUESTS PRESENT: F. Pierce, B. Buxton, H. Steck, K. Sheets, E. Quinlan, S. Chemsak, A. Thomas, S. Asumah, M. Lessig, D. Barclay, S. Broyles, A. Balas, W. Skipper, M. Schlarb, K. Kone, L. Krall, G. Bhat, B. Smith, B. Mattingly, D. Smuckler, R. Storch

I. APPROVAL OF THE MINUTES: The minutes from November 4, 2014 were approved.

II. SENATE ACTIONS:

There was a motion from D. West that the amendment to the General Education Proposal be discussed and voted on. **(Approved)** {*SEE Old Business*} {*SEE Appendices 1 and 2*}

There was a motion from D. West to withdraw her motion, to the General Education Proposal, that the amendment to the General Education Proposal be discussed and voted on. **(Approved)** {*SEE Old Business*} {*SEE Appendices 1 and 2*}

Bob Spitzer made an amendment to substitute, for the existing recommendation #1 from the GE Committee Proposal, to make GE 5 an optional elective for students.
(Approved; 17 for; 1 against)

There was a motion from S. Shi to amend the General Education Proposal, insertion of the word technology into Learning Outcomes as follows:

Learning Outcomes

Students will demonstrate an understanding or

1. the manner in which value judgments are justified and how interpretation of technical information can lead to different conclusions, and/or
2. issues at the interface of science, **technology** and society that impact the modern world **(Approved)** {*SEE Appendix 1*}

There was a motion from S. Shi to amend the General Education Proposal, insertion of the corresponding word “technology” under Proposed Changes to GE 12 as follows: Category 12: Science, Technology, Values and Society

The goal of this category is for students to reflect critically on problems that involve ethical or values-based judgments of technical information and/or issues that arise at the interface of **technology**, science and society. {*SEE Appendix 1*} **(Approved)**

There was a motion to approve the General Education Proposal, as amended. **(17 approved; 1**

opposed) {*SEE Appendix 1*}

There was a motion to send the General Education Proposal, as amended, to the voting faculty for a referendum . **(Approved)**

III. CHAIR’S REPORT –

The chair opened the meeting welcoming the Senators and guests. She explained that the agenda had been changed to accommodate the Old Business items and also reviewed the rules or order.

There were no reports given due to lack of time.

IV. OLD BUSINESS: - The Old Business items from EPC regarding the Online Finals Policy and the Transfer Credit for Cambridge International A Level and AS Exams were not considered due to a lack of time. They will be agenda items under Old Business at the next Faculty Senate meeting on December 2. {*SEE Appendices 2 and 3*}

V. VICE CHAIR’S REPORT - No Vice Chair.

VI. TREASURER’S REPORT – C. Schubert – No report given.

VI. SECRETARY’S REPORT – R. Grantham – No report given (absent)

VII. PRESIDENT’S REPORT: No report.

VIII. STANDING COMMITTEE REPORTS:

Student Affairs Committee – E. Lind – No report given.

Academic Faculty Affairs Committee – A. Fitz-Gibbon – No report given.

Long-Range Planning Committee – G. Douglas – No report given (absent).

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

Professional Affairs Committee – K. Pristash – No report given.

IX. OTHER COMMITTEE REPORTS:

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

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

General Education Committee – J. McNamara – The General Education Proposal Revision was discussed and voted on and approved, as amended. {*SEE Senate Actions; Old Business; Appendix 1*}

Graduate Faculty Executive Committee No Chair elected yet.

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

X. AREA SENATOR: There were not Area Senator’s reports.

XI. SUNY SENATOR: N. C. Paley – No report given.

XII. STUDENT SENATORS' REPORT – S. Wood – No report given.

XIII. Committee on Committees – J. Barry, Chair – No report given.

XIV. NEW BUSINESS:

There was a motion that the General Education Proposal, as amended, be forwarded to the voting faculty for a referendum , which was approved.

XV. 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) General Education Program Revision, submitted by
J. McNamara, Chair, GE Committee
- (2) Amendment to the GE Proposal, submitted by R. Storch
- (3) Online Finals Policy, submitted by K. Polasek, Chair, EPC
Committee
- (4) Transfer Credit for Cambridge International A Level and AS
Exams, submitted by K. Polasek, Chair, EPC Committee

APPENDIX 1

General Education Program Revision

submitted by J. McNamara, Chair, GE Gommittee

To: Faculty Senate Steering Committee

From: General Education Committee

Date: October 2014

Re: General Education Program Revision

In the spring of 2014 the Faculty Senate requested that the General Education Committee continue discussions of the General Education Revision proposal and resubmit a proposal in the fall of 2014. This process began in 2012 with the SUNY Board of Trustees Seamless Transfer Requirements (Resolution 2012-089) and the subsequent [Memorandum to Presidents](#) in June of 2013 calling for practices that will increase student mobility and timely degree completion. These helped to launch a campus discussion beginning with the purpose of general education and how our program met that purpose. Based on the resolutions and the initial feedback from campus, the committee then began to explore how the GE program might be revised or reduced to: support transfer mobility; address degree credit hour mandates; and create greater flexibility and choice for students.

Process

The GE Committee continued the campus dialogue through: two open campus meetings; group meetings with chairs and faculty involved with specific categories related to proposed changes; and solicitation of comments through the GE email. The Committee has worked to respond to SUNY and campus requests to look at ways that the GE program might be reduced and/or made more flexible to allow for programs to meet mandated credit limits and for greater student choice in their liberal studies and exploration of other curricular opportunities (e.g., minors).

Proposed Changes

Based upon those discussions and feedback, the committee is proposing the following changes to the current General Education program:

1. A choice of either GE 4: U.S. State and Society or GE 5: Western Civilization

The committee supports this as a way to ensure that students have exposure to United States and other western perspectives that expand upon their secondary and postsecondary curricula. The proposal retains the GE 3: Social Science requirement and its focus on methodology of social sciences as that is foundational to critical analysis of research and information. GE 6: Contrasting Cultures is retained as a requirement to ensure that students are challenged to learn about non-western perspectives and compare this to their understanding of dominant western perspectives.

2. Require GE 2: Natural Science as a four-credit course including a laboratory and elimination of the second natural science, GE 13.
3. Revision of the goal and learning outcomes of GE 12: Science, Technology, Values, and Society to strengthen the focus on how the understanding of scientific methods as they apply to the analysis of, and judgments about, social issues.

Recommendations 2 and 3 are connected in recognition that the total focus on natural science has been reduced as part of the goal of reduction. The four-credit laboratory course is required to ensure that students have both theoretical and experiential understanding of the scientific method. The changes to GE 12 are designed to ensure that analysis about the intersection of science/technology and society is tightly coupled with the ability to look critically at the scientific evidence that inform those analyses.

The resulting program is provided as an addendum on page 3 of this memo.

Implementation

If approved, we recommend that the revised program go into effect in the fall of 2015. If approved, the GE committee will review all courses in the affected categories and assist departments if clarification or modification is needed to align with the revised category outcomes.

Throughout this process, we have worked to gain insight and integrate a wide range of perspectives on GE and how we maintain the strength of the program while considering ways it might evolve. For more

information on General Education, including background on the process and the spring 2014 proposal, please visit [General Education](http://www.cortland.edu/curriculum) online via www.cortland.edu/curriculum.

The committee would like to recognize everyone who attended meetings and provided feedback. We have been continually impressed with the insight, commitment and passion that faculty and staff have shown for their disciplines and the General Education program overall. While there are divergent views on the best possible program, it is heartening to see that the campus strongly agrees on the importance of general education for all students in all programs at SUNY Cortland.

Thank you.

Proposed Revision of SUNY Cortland General Education Fall 2014

1. Quantitative Skills (3cr)
2. Natural Science (with a 4cr lab)
3. Social Science (3cr)

Students choose one three-credit course in

either GE 4 or GE 5

4. United States History and Society (3cr)
5. Western Civilization (3cr)
6. Contrasting Cultures (3cr)
7. Humanities (3cr)
8. The Arts (3cr)
9. Foreign Language (3cr)
10. Basic Communication (3cr)
11. Prejudice and Discrimination (3cr)
12. Science, Technology, Values and Society (3cr) *see following edits to learning goal and outcomes.*

Students must complete a minimum of 30 credit hours of approved SUNY General Education course work. Courses in GE 11 and 12 only count towards that total if they are cross listed in categories 1-10.

GE 12 Proposed Changes to Learning Goal and Outcomes:

If this proposal is accepted the GE committee will review all courses in the affected categories and assist departments if clarification or modification is needed.

Current Catalog Description for GE 12

Category 12: Science, Technology, Values and Society

The goal of this category is for students to reflect critically on problems that involve ethical or values-based judgments of technical information and/or issues that arise at the interface of science and society.

Learning Outcomes

Students will demonstrate an understanding of

1. the manner in which value judgments are justified and how interpretation of technical information can lead to different conclusions, and/or
2. issues at the interface of science and society that impact the modern world.

Proposed Changes to GE 12

Category 12: Science, Technology, Values and Society

The goal of this category is for students to reflect critically on problems that involve ethical or values-based judgments of technical information and issues that arise at the interface of science and society.

Learning Outcomes

Students will demonstrate an understanding of

1. the manner in which value judgments are justified and how interpretation of technical information can lead to different conclusions and
2. issues at the interface of science and society and how the methods of science and scientific data are understood in the context of social issues.

APPENDIX 2 Amendment to the GE Proposal submitted by R. Storch

GE Amendment to Part One of the GE committee's proposal to Faculty Senate (the 4 or 5 option) Draft – 11-13-14

1. Students will have a choice of GE category 5 or 6.
2. Students will be required to take a course to satisfy a new Non-Western Societies competency that will work like our current WI and Presentation Skill competencies.
3. A committee of faculty who teach and research non-western societies will be constituted to review syllabi and designate courses with content primarily focused on non-western societies (at least 80%) with the NWS competency.

The “Non-Western Society” (NWS) competency requirement will be met by any course determined to focus on a non-Western society or non-Western societies and could potentially be offered in in GE categories 3, 5, 6, 7, 8, 11, or 12. Subject to verification, there currently are candidates that would satisfy this requirement in 3 (candidates include: ANT 102, GRY 125, and GRY 370), 5 (candidates include: HIS 100 and HIS 101), 6 (all courses could be candidates for approval), 7 (candidates include: ICC 201, SPA 313, SPA 315, SPA 317), 11 (candidates include: ANT 234) and 12 (candidates include: GRY 370).

In Practice:

Students choose between GE category 5 or 6.

If a student takes 6, they will likely satisfy the requirements.

If a student chooses world history in GE 5 then they will likely satisfy the requirements.

If student chooses a course in GE 5 that is not NWS designated, then they must take a NWS course in a different GE category. Currently they will likely be able to do that in GE 3, 7, 11 or 12.

Rationale:

This amendment maintains the current variety of perspectives offered in our current program, by requiring students to take classes that focus on both non-western societies and US society while decreasing credits and offering increased flexibility.

The proposed General Education Program would be:

1. Quantitative Skills (3cr)
2. Natural Science (with a 4cr lab)
3. Social Science (3cr)
4. United States History and Society (3cr)

Students choose one three-credit course in either GE 5 or GE 6

5. Western Civilization (3cr)
6. Contrasting Cultures (3cr)
7. Humanities (3cr)
8. The Arts (3cr)
9. Foreign Language (3cr)
10. Basic Communication (3cr)
11. Prejudice and Discrimination (3cr)
12. Science, Technology, Values and Society (3cr)

Required Competencies

NWS	Non-Western Societies	ONE course
WI	Writing Intensive	TWO courses
PS	Presentation Skills	ONE course

Students must complete a minimum of 30 credit hours of approved SUNY General Education course work. Courses in GE 11 and 12 only count towards that total if they are cross listed in categories 1-10.

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 ensure 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)

APPENDIX 4

Transfer Credit for Cambridge International A Level and AS Exams

submitted by K. Polasek, Chair, EPC Committee

MEMORANDUM

TO: Chair, Educational Policy Committee

FROM: Carol Costell Corbin
Assistant Director for Transfer Credit Services, Advisement and Transition
Chair, Transfer Advisory Committee

DATE: October 1, 2014

RE: Transfer Credit for Cambridge International A Level and AS Exams

By request of Admissions, the Transfer Advisory Committee met in the spring 2014 semester to explore the Cambridge International Advanced-Level (A Level) and Advanced Subsidiary (AS) exams as a possible new source of transfer credit for international students. The Transfer Advisory Committee, comprised of the Associate Deans, Associate Provost for Academic Affairs, and representatives from Admissions, the Registrar's Office, Advisement and Transition, and faculty, have endorsed this request and are seeking a policy change to include Cambridge International exams as an official source of acceptable transfer credit.

The exams can be viewed as equivalent to Advanced Placement (AP) exams that U.S. students take as part of a rigorous high school curriculum. Successful completion of the exams earns a student advanced standing at college. Cambridge International Exams are recognized as a source

of credit at over 450 U.S. colleges and universities, including Cornell University, New York University, Harvard, and Stanford University. Colleges within the SUNY system who award credit include Binghamton University, SUNY Geneseo, SUNY ESF, and Stony Brook.

The exams are not regularly administered within the U.S.; therefore, this would be a source of credit specifically for international students. There are 55 discipline exams, and they are scored with a grade of A through E without pluses or minuses. The exams would not conform to our typical minimum grade of C- or better for transfer, so we would require students to earn a C or better to receive credit. Since few students will transfer with this source of credit, an online transfer equivalency chart will not be created. Each exam has a corresponding syllabus, and syllabi will be sent to department chairs for review as needed for specific course equivalents.

Advanced Subsidiary (AS) exams typically represent a one-year course and Advanced Levels (A level) typically a two-year course. The committee reviewed the appropriate number of credits to award per exam and supported awarding 3 credit hours for each successfully completed AS level and up to 6 credits for each A level.

More information about the exams can be found at the Cambridge International website:
<http://www.cie.org.uk/programmes-and-qualifications/cambridge-advanced/cambridge-international-as-and-A-Levels/recognition/>

Attached please find the proposed College Catalog and Handbook language and areas that would need to be modified. Thank you for your consideration of this proposal. Feel free to contact me for more information or with questions or concerns.

College Catalog

1. Academic Policies > Transfer Credit Evaluation > Sources of Credit

New Text (after American Council on the Teaching of Foreign Languages (ACTFL) Oral Proficiency Interview (OPI))

Cambridge International A Level and AS Exams

Academic credit is granted with satisfactory Advanced (A Level) and Advanced Subsidiary (AS) exam results of C or better. Students can earn 3 credit hours for each AS Level exam and up to 6 credit hours for each A Level exam.

2. Academic Policies > Transfer Credit Evaluation > Transfer Credit Limits and Residency

New text inserted in italics

Under State University of New York policy, credit will be granted for published examinations from the following test series, provided that the specified minimum Cortland performance levels are met and that the examinations are in areas that normally receive transfer credit at Cortland. SUNY Cortland will accept a maximum of 30 credit hours earned through such sources as Advanced Placement, College Level Examination Program, *Cambridge International A and AS level exams*, or College Proficiency and/or the International Baccalaureate. This maximum applies to all of these courses combined, not individually.

Cortland students are not eligible to receive credit by equivalency examinations when they are enrolled in or have completed a higher-level course within the same discipline.

Students may receive up to 64 credit hours of transfer credit from two-year colleges. This maximum credit-hour total includes any 100- or 200-level courses, Advanced Placement, College Level Examination Program, ACTFL Oral Proficiency Interviews, *Cambridge International A and AS level exams*, College Proficiency or International Baccalaureate credits. Transfer students from four-year colleges or universities may receive additional credit hours toward degree requirements at Cortland. The maximum number of credit hours accepted ranges from 75-83, depending on the number required for graduation in the chosen program.

College Handbook

410.04 ADVANCED PLACEMENT AND CREDIT FOR EQUIVALENCY EXAMINATIONS

New Text (after Advanced Placement Program)

Cambridge International A Level and AS Exams

Academic credit is granted with satisfactory Advanced (A Level) and Advanced Subsidiary (AS) exam results of C or better. Students can earn 3 credit hours for each AS Level exam and up to 6 credit hours for each A Level exam.

If an 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.