

# Faculty Assembly Minutes

January 29, 2015; KH A129 (the old cafeteria)

- I. Approval of the Agenda – Approved
- II. Approval of the Minutes of the November meeting – Approved by a clear majority
- III. Announcements – Provost Durgin
  - a. New faculty – Civil Engineering – Carolyn Rodack
  - b. New director of the library – Shannon Pritting
  - c. Interim Registrar – Meghan Getman
  - d. Search for registrar and librarian
  - e. Searches: Biology, Computer Science, Mechanical Engineering, Sociology/Criminology
  - f. Lecturer in Math – one Utica, two in Albany
  - g. Lecturer in Humanities – Albany
- IV. Election: Chancellor’s Award for Excellence in Professional Service – 1 faculty representative (Chair: Michelle Tucker)  
Chris Urban **nominated and approved**
- V. Committee Reports
  - a. Academic Affairs
    - Motion: Academic Minor policy –
    - Motion passed with a clear majority [**Attachment 1**]
      - 1. Proposed Change:  
At least eight credit hours must not be from courses used by the student to fulfill the requirements of the student’s major(s).  
Requirements of the major are defined as courses utilized to meet the credit-hour requirements for that major and/or that are identified by the program major as specific and necessary for earning that major
    - Reviewing earlier motion from Ron Sarnier on alternate ways of meeting Foreign Language requirement
  - b. Academic Personnel
    - Updates
  - c. Academic Quality
    - Review of select programs
  - d. Curriculum
    - Meeting Tuesday
  - e. Distance Learning –
    - Vote on resolution to change Bylaws to change committee’s name from Online Learning to Distance Learning and alter the committee’s focus from Online Learning to Distance Learning [**Attachment 2**]  
**Motion passed with a clear majority.**
    - Motion: Banner regarding listing of textbook resources - deferred
  - f. Evaluation of Academic Administrators – no motions
    - Noted that they need to add a member
  - g. Grad Council
    - No motions
  - h. Planning and Budgeting –

- Proposed procedure for initiation of undergraduate programs Includes Planning and Budgeting in review of new programs prior to review by Curriculum Committee. Not retroactive  
**Postponed until next meeting.**
- Start-Up NY – Request that application for Start-Up NY will reflect the mission of the Utica campus. It was noted that these concerns were incorporated in the final application.
- Discussion about use of Academic space currently being using by outside companies.

i. Technology, Chair Jennifer Klimek-Yingling

- Gmail changeover – email from IT Director Andrew Bellinger:

*As the two academic sites for SUNY Poly continue the integration of systems and processes it is imperative the we move to a common communication platform. Given recent state and SUNY policy changes along with the security requirements of the combined institution Gmail is no longer a viable option.*

*Faculty and staff engagement is critical in moving forward.*

*In collaboration with the Faculty Technology Committee, the ITS group has prepared a short needs assessment to be completed by the faculty and staff. This survey will allow us to identify needs currently being fulfilled by our current service. The information gathered will also help us better gauge what solutions will need to be implemented to maintain the productivity of our faculty and staff.*

*Next Steps: Once the needs assessment has been completed the the ITS group will work with the Faculty Technology Committee to put together a migration and communication plan for the campus which will be shared with all Faculty and Staff.*

Updates We will retain sunyit domain with addition of sunypoly domain. Move to Microsoft Exchange for enhanced security. Concern noted about need to retain past emails. Indications are this will be from 6 months to a year.

j. University Faculty Senator

- Report from Ron Sarner on the University Faculty Senate Winter Plenary

- VI. Update: Logo Working Group – No new action
- VII. Update: Governance working group – May need a special meeting to approve.
- VIII. Other New Business
- IX. Announcements
- X. Adjourn 1:50 pm

**Attachment 1 Academic Minor**

**Attachment 2 Proposed Amendment Faculty Assembly BylawDistanceLearning**