

**DRAFT**  
**Faculty Assembly Minutes**  
**February 10, 2011**

**Call to Order:** Carlie Phipps called the meeting to order at 12:35 p.m.

**Approval of Minutes:** Motion was made to accept the minutes of December 10, 2010 with noted changes; R. Tichenor seconded. Motion carried.

**Committee Reports**

**Academic Affairs** – Rosemary Mullick stated that the committee will be meeting next week.

**Academic Leadership Evaluation** – Departments need to submit names for this committee.

**Assessment**– Ronni Tichenor stated the committee is waiting on finalization of the Learning Center report. A draft is due this month for online learning. R. Kahn will speak about quality matters at the upcoming assessment meeting.

**Curriculum Committee** – Chris Urban stated that the committee will meet in two weeks; there are several actions. Curriculum actions are due a week from today.

**Graduate Council** – Atlas Hsie reported that the Graduate Council met on February 1<sup>st</sup>. There were six curriculum actions – three were approved and three were tabled.

**Personnel Committee** – Daryl Lee stated the committee met on January 18<sup>th</sup> to discuss incorporation of revisions to By-laws which will be introduced at today's Faculty Assembly meeting. The committee will meet next week to look at policies and procedures.

**Planning & Budgeting** – Ron Sarner presented the recommendations that the Planning and Budgeting Committee have been working on for the past several months for Faculty Assembly's endorsement. The committee was directed to complete this study as a first step to strategic planning. R. Sarner motioned to have the Faculty Assembly endorse the recommendations as presented. Discussion followed. Motion passed to endorse report of Planning and Budgeting with noted changes.

**Technology** – Russ Kahn stated that the committee met on January 23<sup>rd</sup> and discussed putting together copyright and intellectual property policies. SUNYIT now has an open license for Elluminate.

A consultant will be on campus on February 24 and 25 to discuss the Learning Commons; there will be an open forum. Work is in progress for a digital program of study.

### **University Faculty Senate Report**

Ron Sarner stated Faculty Senate met a few weeks ago. There was a presentation on the transfer initiative that the board had directed last year. This week the guidelines for the transfer initiative were released. Students graduating from a SUNY school with AA/AS degrees are guaranteed that they can complete their BS degree in two years. The campus receiving transfer students can only require a grade higher than a "C" for transfer courses if it is required of students at their institution. There is a concern that students are graduating with more credits than required for the degree. Schools may be requested to look at degree requirements of their programs.

Some institutions have been deactivating programs whether or not they have gone through the proper channels. The form used for deactivating programs has been modified.

### **Other Business**

#### **Provost Search**

References are being verified for a pool of six candidates. Candidates will be invited to campus. R. Sarner suggested having a team visit the campus where the final candidates are employed. There were 60 applicants – SUNYIT received assistance from Sage Consulting. If there is no obvious choice among the candidates, we may invite the finalists back to campus for another visit.

#### **By-Laws**

By-Law changes for Article V that were presented in December were voted on. The major change to Article V is that a majority of the membership of the committee is required for a motion to pass. Discussion followed. If a faculty member has serious concerns they should speak with individuals on the Personnel committee. The committee will make a decision as to whether or not they wish to incorporate any changes.

Two changes are being proposed to the Faculty Assembly By-Laws: change schools or departments to "academic unit" where it appears in the By-Laws; and change VPAA to "chief academic officer" (CAO) where it appears. The proposed changes will be distributed via e-mail.

#### **General Education Ad Hoc Committee**

An at-large faculty representative is needed for the general education ad hoc committee. Two nominations were received – Mike Pittarelli and Pat Zawko. Z. Thomova motioned to close the nominations; L. Weiser-Erlandson seconded. M. Pittarelli was elected by written ballot for a two-year term.

#### **Updates**

Z. Thomova reported that there is a website for Faculty Assembly. Committees can post minutes to the website. Access the website from the SUNY homepage using the faculty tab.

The Faculty Assembly Executive Committee provided recommendations about the Student and Faculty Services area. Secretarial staff has been re-aligned to the departments. Support staff will be located in various areas for faculty support. Student support will still be located in Donovan Hall.

The architects completed a report on our utilization of space. The next phase is for the architects to make recommendations.

The budget working group will be meeting next week.

Dr. Yeigh attended the SUNY President's meeting. The comprehensive colleges are in favor of a tuition increase but not if the increased revenue does not go back to the campuses. Many legislators are in favor of the tuition increase. The Governor's proposed budget could result in an \$88 million cut to SUNY; SUNYIT's share would be close to \$900,000.

**Adjournment**

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,  
Cindy Zegarelli