

Faculty Assembly

November 20, 2014, KH A129 (formerly “Kunsela Café”)

12:35 meeting called to order, quorum reached (46)

- I. Approval of the Agenda – approved
- II. Approval of the Minutes of the October meeting – approved
- III. Announcements: Provost Durgin on Strategic Planning

Dr. Durgin informed the assembly that the Middle States accreditation has been delayed by one year in order to include the following:

1. Composing an addendum to the self-study, describing the merger
2. having a new campus governance system in place
3. having a strategic plan in place

All 3 must be completed before the end of the academic year, in order to be submitted to Middle States over the summer. Dr. Durgin sees (1) as being dependent on (3), which in turn relies on (2). (2) should be resolved ASAP (see update on campus governance below).

Dr. Durgin will need the Strategic Plan by March 2015, so the process is to begin immediately, with the Deans Council meeting to be held on Nov. 21, 2014. Planning will then continue at the department level, with the Colleges collecting information and submitting that to the Provost. Faculty should anticipate open meetings and solicitations for background information.

The Faculty Assembly Chair then spoke on the urgency of resolving campus governance issues, announcing that the Working Group of the Utica and Albany faculty will be convening in a face-to-face meeting at the Utica site on Friday, Nov. 21, 2014.

IV. Elections

Campus Safety Committee: Elizabeth Campbell (Nursing) and Lorraine Kane (Health Information Management) volunteered to serve.

President’s Opportunity Fund: Rafael Romero volunteered to serve.

V. New Business

- A. Motion from the Executive Committee: The Faculty Assembly at the Utica campus of SUNY Poly reaffirms that management, oversight, curricular development, and hiring decisions must be overseen by faculty in their respective disciplines.

Motion was approved: 45 yes, 0 no, 1 abstention

- B. Student Association request for 1-2 study days between the end of the semester and final exams— proposal was discussed and referred to the Academic Affairs committee, with a request to invite the participation of a student representative and a representative from Student Affairs at that meeting

VI. Committee Reports

- A. Academic Affairs: Motion for the Proposed Change to the Academic Minor Policy

After extensive discussion of additional changes to the language, the assembly tabled the motion and asked the committee to revise its language based on the discussion.

- B. Academic Personnel: The chair reports several actions and projects:
 - 1. recommendations for Fall 2014 have been submitted
 - 2. the committee has asked for more information on how candidates will be evaluated by the higher administration;
 - 3. to inform junior faculty adequately, the committee asks that a meeting be convened for them with members of the Personnel Committee and Human resources staff present committee
 - 4. the committee has requested a list of the names of all Academic Administrators, but has not yet received it
 - 5. the committee also has requested a list of the membership of the Search Committees for searches in progress, but has not yet received it
 - 6. the committee is drafting a motion on faculty membership on search committees, given that recent HR guidelines indicate the specific college from which an "outside member" of a committee comes from, in contrast to established practice of the search committee identifying and selecting that additional member; discussion of whether Albany faculty would like develop a site policy in tandem with the Utica faculty's, or otherwise collaborate on the idea, will continue.
- C. Academic Quality
 - 1. Working on producing revised program assessment schedule to coordinate better with accrediting agencies' schedules.
 - 2. A concern has been raised about the serial inability of Human resources to be able to respond to emergency needs for hires, and discussion will continue.
- D. Academic Quality
 - 1. Will meet the first Tues. of December; chair asks that faculty review the Advanced Placement equivalencies and send comments for January (hard copy available at meeting, and Chris Urban will distribute the list via e-mail)
- E. Distance Learning
 - 1. Brought motion to change Faculty Assembly bylaws to reflect name change from "Online Learning Committee" to "Distance Learning Committee," more consonant with its broader scope and with Middle States Terminology; this motion needed a 1/3 minimum of the faculty present to approve its being presented at the next meeting as an amendment vote; the motion passed by overwhelming majority
- F. Evaluation of Academic Administrators
 - 1. Faculty should expect to receive the "Evaluation of the Evaluation Process" survey in their mailbox by Tues./Weds. (Nov 25-26); faculty will have until Weds. Dec. 17 to respond via the channels available; results will be reported at the next meeting
 - 2. The committee is waiting for guidance on campus governance and collaboration with Albany faculty as well as the official list of academic administrators to evaluate, so will not take any other major actions before Spring 2015
 - 3. Membership from the College of Engineering, and clarification on when and how membership from the Albany site will work with members from the Utica site.
- G. Graduate Council
 - 1. Work on the bylaws and other aspects of strategic planning for restructuring continues, and the council thanks participants for their input

H. Planning and Budgeting

1. Draft proposal on Procedure for Initiation of Undergraduate Registered Academic Programs brought to the body for initial revision and consideration; please send comments to chair (Roger Cavallo). Will be brought to the assembly for a vote at the next meeting

I. Technology

1. Update on Blackboard migration—a reminder that submitting an RT ticket is the first part of a two-part process, the second being attending a workshop at which the faculty member will migrate the desired course(s)
2. The committee has asked for Andrew Bellinger to attend an upcoming meeting to discuss services and domain
3. The committee is developing a Needs Assessment survey in GoogleForms
4. Status of Director of Online Learning—resolved that this is in the purview of the Distance Learning committee, rather than Technology
5. Announcement: new tool available for video capture of lectures

J. Faculty Senator report

1. Error in earlier calculations of senator election; we should not have held an election this year; the senator's term expires at the end of AY 2014-15 (July 1st or thereabouts)
2. There will need to be a senator to represent the combined institution, elected in the manner specified by its bylaws
3. This reinforces the need for resolution of campus governance issues and the design of a SUNY Poly system, as the UFS will not accept a senator elected on an ad hoc basis (Faculty Assembly chair reported receiving the same answer from the Senate's parliamentarian)

VII. Logo Working Group

Steering Committee member reported—results have been distributed to the Deans; faculty should take a look and provide feedback to the Deans by next Monday, Nov. 24, 2014

VIII. Additional Questions regarding governance group—none

IX. New Business, Additional Announcements—none

Meeting Adjourned at 1:47pm; next meeting to be held in Jan. 2015