

Minutes of the Faculty Senate Meeting

Below are the minutes of the Faculty Senate meeting held on May 21, 2008 in the Lehman Dining Room.

Call to Order: The meeting was called to order at 11 AM by Walter Conley, Chair.

Approval of the Agenda: there were no changes to the Agenda as published in the *Reporter* of May 16, 2008 and on the Faculty Senate web page http://www.potsdam.edu/faculty_senate and sent to the faculty by email.

Approval of the Minutes: the minutes of the Faculty Senate meeting of May 1, 2008 were accepted as published in the *Reporter* of May 16, 2008 and on the Faculty Senate web page and sent to the faculty by email.

Report from the Faculty Senate Chair – Walter Conley, Chair, expressed gratitude for the work and leadership of former Faculty Senate Chair, Anne Malone. He thanked the members of the Executive Committee for their work. He reported that three of its members, being term limited, would be leaving the Committee: Ed Komara, Chair of Goals and Planning, Liliana Trevizan, Chair of Academic Programs and Curriculum, and Martha Campbell, Secretary; he presented resolutions thanking them for their service. He reported on the work of the Faculty Senate Task Force on Diversity in the Curriculum, including its sponsorship (along with the Diversity in Action Committee) of guest speaker, Dr. Kimberly Barrett, on May 5, 2008. He reviewed information on the SUNY budget, including the number of new positions and funding for them. Finally, he requested that Provost Madden set up a task force to facilitate the development of new courses and programs.

Report from the University Faculty Senator: Joseph Hildreth reported that a new Chancellor is to be named in June. He stated that since negotiations on the SUNY budget are ongoing, he would leave the update on the budget to President Schwaller. He reported on the policy on transfer of courses within SUNY. Work is being done to establish a system wide web site. He reported on system wide art exhibitions; a Potsdam student is to be awarded a scholarship at a reception on June 10; there is also a reception at the Governor's Mansion.

In response to a question, he stated that the transfer policy is not intended to apply to upper level credit. There was an extended discussion of problems involved in developing a system wide course alignment procedure, particularly for courses that depend on auditions and that are skills based. J. Hildreth encouraged faculty to volunteer to participate in the course alignment procedure.

Action Items:

Proposed Revision of the Course Audit Policy – APSA, Jan Trybula, Chair, read the proposed policy. An amendment was proposed to include “members of the immediate family” of faculty and staff among those who may audit without fee. In discussion, it was noted that there could be problems establishing who counts as family because the

college does not have a definition of immediate family. A motion was made to approve the amendment. The motion carried with one opposed. There was discussion of the policy of charging a fee to senior citizens and of the exclusion of foreign-study programs. It was noted that, according to SUNY guidelines, audited courses are not listed on transcripts. There was discussion of the requirement for the signatures of the course instructor and department chair on the "Request to Audit Form." An amendment was proposed to substitute "written approval" for "the signature" of the course instructor and the chair of the department. A motion was made to approve the amendment. The motion carried.

Walt Conley made a motion to recommend approval of the proposed audit policy. The motion carried with none opposed.

Proposed Policy on Posthumous Degrees – APSA, Jan Trybula, Chair explained that, currently there was no policy and that the committee had been asked to develop one. He read the proposed policy. There was discussion of the meaning of "substantially completed" requirements for the degree. An amendment was proposed to substitute "their declared major" for "the degree." There was no second for this amendment. Jan Trybula proposed that the policy read "substantially completed *the* requirements" rather than "substantially completed *all* requirements." A motion was made to approve the amendment. The motion carried.

Walt Conley made a motion to recommend approval of the proposed posthumous degree policy. The motion carried.

Proposed name change of Computer and Information Sciences minor to Computer Science minor – APCC, Liliana Trevizan, Chair, explained that the name of the minor was not changed at the same time as the change in the name of the major. She stated that Susan Haller was present to answer questions.

Walt Conley, on behalf of APCC, moved that the senate recommend approval by the President of the change in the name of the minor. The motion carried.

Proposed Revision of the MST Adolescence Education: Social Studies – Graduate Affairs, Lynn Hall, Chair, explained that the program change was proposed in response to NCATE. She stated that Eileen Raymond was present to answer questions.

Walt Conley, on behalf of Graduate Affairs, moved that the senate recommend approval of the proposed revision by the President. The motion carried.

Proposed Revision of the Masters of Music, Music Education – Graduate Affairs, Lynn Hall, Chair, reviewed the proposed changes. There was discussion of the electives and of the reduction in required course credit for option B.

Walt Conley, on behalf of Graduate Affairs, moved that the senate recommend approval of the proposed revision by the President. The motion carried.

Standing Committee Reports

Academic Policies, Standards and Advising (APSA) – Jan Trybula, Chair, no further report.

Academic Programs and Curriculum (APCC) – Lilian Trevizan, Chair, reported that the committee has no further items. She thanked colleagues on the committee for their work.

Admissions Committee – Susan Haller, Chair, reported that the goal for freshman admissions had been reached; the number of transfers is the same as last year.

Business Affairs Committee – Louise Tyo, Chair, thanked outgoing members of the committee and welcomed new members.

Goals and Planning Committee – Ed Komara, Chair, stated that three goals in the College Assessment Report for the 2005-2007 Academic Years had been presented at the previous meeting. The report contains no action items. He invited faculty to look at the report and send comments. He summarized the remaining goals, II on Student Life, V on Retention and Selectivity, VI on the Campus Climate Regarding Diversity, and VII on Faculty and Staff Work Life. He reviewed the appendices on Student Learning Outcomes, Diversity, and additional goals related to Faculty and Staff work life. He thanked the committee members for their work on the report.

Graduate Affairs Committee – Lynn Hall, Chair, no further report.

Student Affairs Committee – Alan Hersker, Chair, reported that the committee had reviewed the student code of conduct. He also reported that it will sponsor an event, Meet the Candidates, next October on the election. He thanked the members of the committee.

Nominating Committee – Walt Conley reported that Lucas Wright, Committee Chair, could not attend. The committee had completed the Faculty Senate election process, including a runoff vote in which Christopher Kelson had been elected as a member of APSA.

Resource Transparency Committee Report – Walt Conley, Chair of RTC, reviewed the committee's recommendations, which include that information be updated annually and that the update be done by staff.

Report from the President – John F. Schwaller, stated that he would like comments on the Bicentennial Plan. The plan will be presented to the Leadership Retreat, which will be held in August. He reported that discussions on the budget are ongoing. He discussed the need for ongoing tuition increases to restore past purchasing power and to enable families and students to plan for college expenses.

New Business – there was no new business.

Walt Conley requested that standing committees send the names of chairs to him by email.

The meeting was adjourned.

Respectfully submitted,
Martha Campbell, Faculty Senate Secretary