

University Faculty Senate Executive Committee Meeting

Summer Planning Meeting

June 21, 2019 / 8:30 AM - 5:00 PM

Saratoga Springs, New York

Executive Committee Members (voting) present: Gwen Kay (*President; State University College at Oswego*), Keith Landa (*Vice President/Secretary; State University College at Purchase*), Fred Hildebrand (*SUNY Liaison; SUNY System Administration*), Barry Jones (*University Centers Sector Representative; Binghamton University*), Bruce Simon (*University Colleges Sector Representative; State University College at Fredonia*), Barat Wolfe (*Colleges of Technology/Agriculture Sector Representative; College of Technology at Canton*)

Executive Committee Members (voting) absent: Kelley Donaghy (*Specialized and Statutory Colleges Sector Representative; College of Environmental Science & Forestry*), Phil Glick (*Health Science Centers Sector Representative; Upstate Medical University*)

Executive Committee Members (non-voting) present: Domenic Licata (*CGL Convener; University at Buffalo*), Peter Knuepfer (*Immediate Past President; Binghamton University*)

Committee Chairs present: Tim Gerken (*Equity, Inclusion and Diversity ; SUNY Morrisville*), Sandra Rezac (*Governance; SUNY State University College at Plattsburgh*), Scott Goodman (*Graduate and Research; Buffalo State College*), Heather Maldonado (*Operations; Buffalo State College*), Amitra Wall (*Programs and Awards; Buffalo State College*), Jan Trybula (*Student Life; State University College at Potsdam*)

Committee Chairs absent: Joseph Marren (*Communication; Buffalo State College*), Carlie Phipps (*Ethics; SUNY Polytechnic Institute*), Ronald Sarner (*Undergraduate Academic Programs and Policies; SUNY Polytechnic Institute*)

Invited Guests present: Jim Campbell (*SUNY Liaison; SUNY System Administration*), Sharon Cramer (*Parliamentarian; Emeriti, Buffalo State College*), Henry Flax (*incoming Parliamentarian; Downstate Health Sciences University*), Patrick Doyle (*incoming University Centers Sector Representative; Binghamton University*), Alexander Schwartzman (*incoming Health Sciences Sector Representative; Downstate Health Sciences University*), Cephias Archie (*incoming Equity, Inclusion, and Diversity Chair; State University College at Brockport*), Andrew Fitz-Gibbon (*incoming Ethics Chair; State University College at Cortland*), Martin Kaczocha (*incoming Graduate and Research Chair; Stony Brook University*), Lori Hoepner (*incoming Operations Chair; Downstate Health Sciences University*), Amy Rosen-Brand (*incoming Student Life Chair; Buffalo State College*), Wendy Gordon (*incoming Undergraduate Academic Programs and Policies Chair; State University College at Plattsburgh*)

Meeting called to order at 8:30 AM by President Kay

Approval of Minutes

Minutes of the Spring Plenary Executive Committee meeting (11 April 2019) were approved unanimously.

Review & Approval of UFS Budget 2019-2020 AY

President Kay provided a review of the 2018-2019 budget, and presented the budget forecast for 2019-2020. Per Senator charges to campuses will increase from \$4500 to \$6000 in the coming year, bring the charge back in line with what it was several years ago before being dropped to reduce the budget surplus that had developed. This will bring in about \$80K of additional revenue.

President Kay reviewed a breakdown of anticipated expenses across several categories: personnel costs, costs for Planning Meetings, costs for Plenaries, travel, office expenses, and support for conferences and meetings. The budget for plenaries has increased, to cover an increase of the support to host campuses to \$30K, and to cover additional charter transportation.

There was extensive discussion of UFS support for various SUNY conferences. The proposed budget includes \$10K to support the SUNY Undergraduate Research Conference. Committee members questioned whether or not UFS should continue to subsidize SURC, or if the Provost's office should take over full funding, now that the conference is well established. There is no proposed allocation for the SUNY Diversity Conference, and members discussed whether or not some support should be added back into the budget. Vice President / Secretary Landa proposed a motion to reduce SURC funding to \$5K, add into the budget \$3K for subsidized registrations to the SUNY Diversity Conference, and \$2K to support a PRODI-G-related networking event. Motion was seconded by Senator Wolfe, and passed unanimously. Following this amendment the Committee voted to approve the proposed budget (motion by Senator Jones, seconded by Senator Wolfe).

Travel Reminders/Issues

Senator travel expenses are the responsibility of local campuses; the UFS budget covers Committee Chairs and CGLs at the Plenaries, and everyone attending the Fall Planning Meeting. Car rental is through Enterprise. SUNY will reimburse whichever is the lower cost, mileage for personal car use or the cost of a rental car. Don't use the gas pre-pay option, but return the car with the level of gas it had when rented.

Assessment of Plenaries: Past, Present & Future

With the Chancellor session now happening Friday morning of the Plenaries, all of the Sectors need to have their face-to-face meetings Thursday evening. This has a number of consequences, with the Plenaries essentially starting on Thursdays now. Since a number of CGLs are also Senators and need to attend Sector meetings Thursday evening, this makes it more difficult to have CGLs meet Thursday evenings, as they have done in the past. There may be opportunities for CGLs to have some meeting time on Friday. The Thursday evening Sector meetings also limit the opportunity to have new Senator orientation Thursday evening of the Fall Plenary, so other options for getting orientation information to new Senators may be needed. The need for Thursday evening meeting rooms has limited the options for hotels for some

recent plenaries, resulting in long transit times to get from the hotel to the campus hosting the plenaries. Committee members were asked which was more important, hotel proximity to host campus or availability of meetings rooms, and the general consensus was proximity to host campus, with the option of using rooms on campus for the Thursday evening meetings.

There was also discussion of the timing of resolution submission in advance of the plenaries. Resolutions need to be posted on the Thursday before a plenary, and so final versions need to be forwarded to the Vice President and to the UFS office by the Tuesday before the plenary. Committee members discussed the tradeoff of scheduling the initial submission and Executive Committee conference call relatively earlier, so that there is more time after the Executive Committee call for Chairs to confer with their Committees on revised language, or having the initial submission and conference call later so there is more time for Committees to develop the resolutions in the first place. Chair Rezac and Chair Goodman spoke in favor of having more time to consult with their Committees after the conference call. Chairs requested to have the resolution submission dates and dates of conference calls set for all of the plenaries early in the year, to facilitate their planning of Committee work.

Discussion of UFS Office Requests/Issues

President Kay solicited feedback from Executive Committee members on the operations of the University Faculty Senate office, including event coordination, travel and other reimbursements, and maintenance of the UFS web sites.

Staffing the Committees

Current and incoming Chairs of the Standing Committees reviewed the draft committee memberships from the June 6th committee planning web conference, and the available additional applications for committee membership. Minor changes were made to the composition for a few of the committees, including Equity, Inclusion, and Diversity; Ethics; Governance; and Graduate and Research. The adjusted committee memberships were then approved by the Executive Committee (moved by Senator Jones and seconded by Senator Wolfe). Committee members will be notified of their acceptance and invited to the Fall Planning Meeting. President Kay will notify those applicants not accepted for Committee membership this year.

Discussion of Standing Committee Objectives

Communications

The focus continues to be on how to improve internal and external communications. The Post-Plenary Report needs some additional streamlining. More critically, the online Bulletin has languished since the transition to electronic communications, and more emphasis needs to be

made on developing web content that could feed the Bulletin. The committee will review how to support any advocacy efforts undertaken by the UFS.

Equity, Inclusion, and Diversity

PRODI-G will be an important focus for the committee this year. Recruitment of diverse faculty is not the primary problem; making sure that campuses can retain diverse faculty is a more critical issue. Changing campus climate will be key to retaining faculty, and the committee will be looking for data to analyze the impact of the PRODI-G program.

Mentoring helps with the retention issue, and faculty need to get credit and be supported in their mentoring efforts to diverse incoming faculty. The "*Making Diversity Count*" report (2013) provides an important foundation valuing these types of efforts and other approaches to increase diversity on our campuses.

Ethics

The committee needs to be re-envisioned to make it clear that it needs to focus on soft ethics (not on compliance), and how to support ethics initiatives on campuses. The committee will begin its work by developing a revised charge to guide the work of the committee. Potential areas of activity could include remediation, development of ethics resources for UFS and the campuses, reviewing the status of campus ethics committees.

Ethics is also planning to revisit the Office of Ombuds resolution, with input from Governance and Equity, Inclusion, and Diversity.

Governance

Revision of the Bylaws and the Standing Rules of the UFS will be a primary focus for the coming year. Two documents have been distributed to the members of the Executive Committee: an annotated version of the existing Bylaws, and the proposed new Bylaws with annotations and references back to the existing Bylaws. The Governance Committee is looking for feedback from members of the Executive Committee this summer.

Governance is also working on updating the Governance Handbook, and developing the rubric for evaluating shared governance.

Graduate and Research

The Committee will host the Graduate Research Showcase again this year, which could include training sessions for graduate students on how to make successful presentations. Other items of business include options for restarting the graduate grant-writing incentive program, a resolution on living wage in relationship to graduate stipends, and working with the Operations committee on monitoring SUNY's contract negotiations with Elsevier. The Committee will also be looking at the role of patents and intellectual property development on tenure and promotion;

developing a survey to identify research collaborations across SUNY campuses; and revisiting the DACA resolution.

Operations

Operations will be working with Graduate and Research on two projects: monitoring the Elsevier negotiations and what is developing in Open Access; and following up on the work this past year on Interprofessional Education (IPE). There are plans to develop an intra-SUNY IPE working group following the web conference Conversations in the Disciplines on IPE, and write an IPE white paper for distribution to campuses. Other items to work on include the composition of administration report, an examination of issues dealing with the schedule of tuition collection, and environmental issues of interest to campuses.

Programs and Awards

The Committee has its usual work to review Chancellor's Awards nominations and Conversations in the Disciplines proposals. In addition, the Committee plans to review guidelines and procedures for Distinguished Professorships, and determine the next steps in developing the Chaddock/Cramer mentorship award.

Student Life

Committee time and energy this past year has been taken up with planning for the latest Student Affairs / Academic Affairs collaboration conference, which has seen a number of delays. The conference is occurring this summer, which will free up committee members to work on a list of items that had been deferred while conference planning was underway. Top among the issues to be dealt with will be a resolution on child care. Committee members will use the conference as a venue to solicit additional issues for the Student Life Committee to work on.

Undergraduate Academic Programs & Policies

There is interest in developing a single sheet resource on how to promote equity and inclusion in the classroom. Other potential projects include promoting intelligent advising tools, and developing a handbook for faculty on academic program policies.

President's Report & Discussion

Task Forces

There are a number of SUNY task forces that are in various stages of their work. The Food Insecurity task force has completed its work this past week with the first SUNY conference on food insecurity, and a report to be delivered to the Board of Trustees this fall. The Gender Inclusivity task force is waiting for a charge from the Provost. There may be new task forces

established on global learning and applied learning. Finally, there is a time-limited task force reviewing hospital governance that is starting its work.

SUNY Online

The SUNY Online initiative is developing quickly. The goal is to provide programs that would attract populations of wholly online students that are not currently coming to SUNY, and to develop an online pipeline for AS to BS to MS degrees. Cybersecurity could be seen as a model, where SUNY has 2-year, 4-year, and Masters degrees at different campuses. There will be a pilot this fall where a number of existing online programs will be selected to see if they can be scaled up to larger enrollments, using a common set of technology platforms and services. Faculty Council of Community Colleges has expressed their reservations over SUNY Online through a resolution from their Spring Plenary.

Committee members discussed how programs will be selected for SUNY Online, what this will mean for existing online programs at other campuses, what impact hiring large numbers of adjunct faculty for these programs will have on tenure and the role of faculty, whether or not accessibility issues have been dealt with, what is the role of Empire State in SUNY Online, and what support SUNY will provide to campuses for marketing and other support services.

Visitation Updates

With the change in leadership at Environmental Science & Forestry, there is some question whether or not a visitation is still required. There is widespread perspective on campus that the new President is doing a good job at reaching out to stakeholders. It may be useful to arrange some Governance 101 type sessions, to facilitate continued improvement in governance on campus.

Past-President Knuepfer visited the Fredonia campus, following the tabling of a no confidence vote and resignation of the Fredonia President. The visit focused on campus responses to the long-term, structural stresses that the campus is dealing with, and how to engage the campus community in decisions going forward. A draft report has been shared with President Kay, and delivered to campus leadership at Fredonia.

Presidential Searches

There are 11 Presidential searches scheduled for next year. A number of campuses are dealing with large numbers of vacancies on their College Councils, which have stalled searches. The Board of Trustees is looking into options for moving forward with these searches. The vacancies on campus College Councils, and the stalled searches with their associated Interim Presidents, can be a problem for Middle States accreditation, which many SUNY campuses will be going through in the next few years.

Oversight for onboarding new Presidents is now being managed by Paul Patten from SUNY Human Resources. There is still a scheduled time in the onboarding process for a shared governance session.

General Education

The General Education Task Force has delivered the White Paper (environment scan) and Green Paper (policy recommendations) to the Provost. The Provost will establish a new task force to determine what the new General Education framework for SUNY will be, and how it will be implemented.

Attendance Policies

SUNY campuses vary in whether or not they have official attendance policies, and what those policies are. Last date of attendance needs to be reported for failing students, however, in order to avoid financial aid penalties to the campus for financial aid that was disbursed when it shouldn't have been. Some campuses have had to repay financial aid to the federal government following audits of their financial aid programs, based on last date of attendance issues.

Board of Trustees

New Trustees have been appointed to fill vacancies. No word yet on the appointment of the next Chair.

Trustees received a briefing on the current affirmative action case, which Harvard is expected to lose. It is an open question what impact this decision will have on the diversity of our campuses.

The SUNY Health Science Center at Brooklyn (aka SUNY Downstate Medical Center) has been renamed SUNY Downstate Health Sciences University.

There have been additional requests from campuses to go test-optional, but so far no additional requests have been approved.

Cramer - Chaddock Award

President Kay asked the Executive Committee whether or not we want to create this award, and if so what process should be followed. Chair Tribula recommended that Programs and Awards review the proposal. Programs and Awards has taken an initial look, and has some questions on how the award would be managed. Chair Wall will work with President Kay on next steps.

Cramer Civility Compact

Outgoing Parliamentarian Cramer shared two documents with the Executive Committee, a memo outlining changes in meeting procedures to facilitate a more civil atmosphere and effective meeting process; and a proposed Civility Compact for UFS members to sign off on. President Kay asked Executive Committee members if they supported formally adopting the Civility Compact. There was general agreement that the principles expressed in the document were worthwhile, but that having all Senators sign the Compact was problematic in principle and probably would not by itself lead to any changes in organizational culture. Instead, Committee members expressed that the principles of civility and proper meeting etiquette should be incorporated into the onboarding process for new Senators.

New Business

Chair Tribula described how financial aid awards to students are being disbursed in smaller allocations across the semester, as the campus can't allocate the total amount at the start of the semester. Senator Simon suggested that there might be potential to develop a larger white paper on the issues that campuses are dealing with trying to promote students, of which this financial aid issue could be a component.