STATE UNIVERSITY OF NEW YORK
COLLEGE AT OLD WESTBURY

Faculty Senate Meeting

Friday, September 8th, 2023
12:30 p.m. - 2:30 p.m.

ALL MEMBERS OF THE CAMPUS COMMUNITY ARE WELCOME TO ATTEND
Documents for this meeting and calendar of meetings are available at:
https://sites.google.com/site/oldwestburyfacultysenate/archive

MINUTES

I. Call to Order

Roster of Senators Present: Kyle Anderson (CHAIR), Patrick O'Brien (ATLSOB), Lisa Chin (APPC), Jennie D'Ambroise (USEN-ALT), Runi Mukherji (USEN/ATLSAS1), Xavier Marechaux (AE), William Gillis (BIO), Keisha Goode (ATLSAS2), Deepa Jani (ATLSAS3), Blidi Stemn(ATLSOE), Amira Crystal Richardson (SGA), Jon Kleinman (PROFSTAFF1), Bonnie Eannone (PROFSTAFF2/FY), Rachel Littenberg (PROFSTAFF3), Joanne Spadaro (LI), Roger Mayer (AC), Lisa Lewin (MMF), Alireza Ebrahimi (MMF-ALT), Renee Markowicz (CE), Lina Gilic (EE), Joseph Manfredi (AS), Matthew Lippert (CP), Jessica Williams(EN), Jing Yi Song (HP), Renu Balyan (MACS), Laurence Krause (PEL), Svetlana Jovic (PY), Shameika Williams (PH), Curtis Holland (SY), Eric Hagan (VA), Jeanne Shimizu (ARPT), Geta Techanie (CAP), Vacant (LEC), Curtis Holland (APPC), Yoguesh More (TLRC), Youngjoo Kim (FRRC), Lorenz Neuwirth (FUAC), Alireza Ebrahimi (FUAC-ALT), Linval Frazer (APEL).
Non-Voting Members: Timothy Sams (PRES), Dorothy Escribano (PROV), Jo-Ann Robinson (VPEXEC), Martha Santana, (CFO), Angela Wambugu Cobb (VPAdv), Bryan Terry (VPEnroll), Cheryl Wilson (DSAS), Shalei Simms (DSOB), Diana Sukhram (DSOE)
Visitors: Lee Blackstone, Suzette Foster, Shebuti Rayana, Tom Strout, Ruomei Gao, Gary Levanti, Rachel Sult, Edislav Manetovic, Cristina Notaro, Thomas Lilly, Malini, Kumar, Nicole Sieben, Shalinie Sarju, Laura Gallagher, Sarah Smith, Ricky Guerra, Myong-Hi Kim, Rafat Sada, Vincent Juba, Patrick Cadet, Jerilyn Marinan, Shiyama Vijayendran, Shanthi Konkoth, Ray Maggiore, Amy Hsu, Yumi Nicholson, Teseria Ezzell Brown, Annette Johnson, Anne Marie Jimenez, Michael Kavic, Duncan Quarless, Ela Tokay, Sheyi Oladipo, Lisa Payton, Manya Mascareno, Stephanie Benzaquen, Danielle Lee, Betty Berbari, Danielle Collins Groner, Andrew O'Bannon, Sydney Williams, Samantha Kloeckener, Lisandra Ramos, Carol Quirke, Ozgur Akgun, Jian Fang, Lorreine Todisco, Anthony

Kostick, Veronica Ambrose, Samara Smith, Kinning Poon, Elizabeth Schmermund, Maureen Dolan.

Roster of Senators Absent: Angel Lara (ML).

II. Approval of Minutes for May 26, 2023

- Approved as amended by acclamation.

III. Faculty Senate Chair Annual Report (Jennie D'Ambrosie)

- Outstanding Issues
  - Course Evaluation Forms
    - Faculty criticism – old, outdated, possibly ineffective
    - The issue was referred to ARPT; ARPT is currently considering updating course evaluation forms.
  - Bylaws Working Group currently working on bringing the bylaws changes to a close and have a Full Faculty vote. Hope to hear from the Bylaws Working Group sometime in Fall 2023 semester.
  - Policy Oversight Committee created during Jennie's tenure as Faculty Senate Chair.
    - Job to coordinate/label/implement incoming policy changes but the group is not responsible with reviewing new policies. A policy review committee is to be created.

IV. Incoming Faculty Senate Chair Report (Kyle Anderson)

- Thanks to Jennie D'Ambrosie for her service as Faculty Senate Chair.
- Reminded faculty about Parliamentary Procedure
  - Follow agenda.
  - Let all members speak once before anyone gets a second turn.
  - Speak with professionalism and respect.
- Service Reduction Initiative
  - With increased 60 minute of classroom instruction, there should be a corresponding 60-minute decrease in service load/work.
  - The issue is how to operationalize the service load reduction.
    - Sunset of one of the Presidential Committees – Faculty Experience Presidential Committee.
    - Continuing to look for way to reduce service load and spread the load equitably all faculty.
      - Protect junior faculty to have time to focus on research and teaching in their early years at OW from undue service load.
      - Want feedback/comments from faculty and anyone attending the meeting about what is being asked to do regarding service that is too much, that is not consistent with the mission of the institution or the role of faculty or anyone else.
- TLRC meeting with CETL; integrate with the existing infrastructure with the new infrastructure so TLRC can streamline its operation and reinforce teaching and learning across the campus.
  - What should a Director of CETL look like – a faculty member or a staff member; TLRC working with Cris Notaro to streamline this.

- Faculty Handbook
  - Faculty Handbook – an agreement between Academic Affairs and the faculty so that faculty understands what is expected of them.
  - SUNY OW does not have an overarching Faculty Handbook
  - Issue brought to FRCC and FRRC felt the drafting of a Faculty Handbook was not within the charge of the FRRC in the bylaws
    - In response, a process has been put into place to create a Faculty Handbook that includes the Provost's Office and the standing governance committees without creating a separate task force.
      - FRRC selects a model handbook from other SUNY comprehensive universities/colleges provided by the Provost's Office.
      - Provost's Office compiles a "shell" faculty handbook that will be a provisional draft with the ability to insert the APRT bylaws as an appendix.
      - The shell will be circulated to FRRC, APRT, and other standing governance committees.
      - Standing committees will provide feedback to the Provost's Office.
      - The Provost's Office incorporates feedback into a second draft.
      - Second draft circulated for final comments.
      - The Provost's Office finalizes the draft of the handbook.
      - FRRC will prepare a resolution to adopt the handbook.
      - The resolution will be introduced to the Faculty Senate for discussion.
      - Once the resolution is passed, the Faculty Handbook will be submitted to the President's Office for approval.
- Provost Search
  - Ad placed in June; 6 faculty members on the search committee; search is ongoing
- Chief Information Office (CIO) Search
  - Interviewed a number of finalists; working on-campus interview dates for a final list of candidates.
  - Once dates and times are confirmed, it will be shared with the campus community.
- Bookstore RFP
  - Soliciting vendors for bookstore services on-campus.
  - RFP is in process of being drafted; RFP to go out at the end of the month (September).
  - Current bookstore contract with B&N runs through 2024 with the option to extend the contract if needed.
  - RFP for new bookstore services has received significant attention due to "inclusive access" being proposed by B&N, the current vendor of bookstore services.
- Strategic Planning
  - Hosting two important strategic planning events
    - Kickoff meeting on September 14th, 2023 during Common Hour in the Student Union Multipurpose Room; to present the environmental scan.

Kickoff event will be recorded; recording will be made available to the campus community.
        - In-person Subcommittee Workshops on September 22nd 2023 from 10:30AM-12 Noon. Subcommittee membership lists are being finalized.
        - Strategic Planning to be completed by the end of the academic year.
- Natural Science Building Renovations
    - Funding for "modules"/"trailers" that will be used during NSB renovations has been approved.
    - NSB renovations are proceeding ahead; 3-5 year process in total for the renovations.
    - Need to decide what to do with the modules/trailers.
- Committee Vacancies
    - Liberal Education Committee: Change in the bylaws to reflect changes in the domains of SUNY Liberal Education requirements.
        - Have a full Liberal Education Committee.
        - Still need a Chair for the Liberal Education Committee.
    - PRODiG Committee: one vacancy; tenured faculty member with DEI expertise
    - Student Conduct Committee: 4 vacancies – 2 SAS, 2 At-Large
    - Nominations & Elections Committee: 1 vacancy
    - TLRC: 1 Librarian vacancy; Library is currently short-staffed

V. Approval of Senate and Full Faculty Meeting Schedule

- Approved by acclamation.

VI. Nomination and Election of EC Members

- Election of At-Large Representative to the EC

  Xavier Marechaux self-nominated for the position. There were no other nominations from the floor. Xavier was elected by acclamation.
- Election of Second At-Large Representative to the EC

  William (Bill) Gillis self-nominated for the position. There were no other nominations from the floor. Bill was elected by acclamation.
- Election of Vice-Chair

  Patrick O'Brien self-nominated for the position. There were no other nominations from the floor. Patrick was elected by acclamation.
- Appointment of Parliamentarian

  The Parliamentarian is an appointed position by the Faculty Senate Chair. Jennie D'Ambrosie will serve as Parliamentarian during Fall 2023. Jennie will be on sabbatical during Spring 2024. Runi Mukherji will serve as Parliamentarian for Spring 2024.
- Election of Secretary-Treasurer

  Lisa Chin self-nominated for the position. There were no other nominations from the floor. Lisa was elected by acclamation.

VII. UUP Report (Curtis Holland reporting for Peter Ikeler)

- A new UUP contract was ratified by over 90% of UUP members.
  - Across the board FT pay increase
  - Wage increases for adjunct faculty
  - Increased pay location
  - Greater job security
- Note: raises don't keep up with inflation
- UUP to participate in Labor Day Parade and End Fossil Fuel Use Parade

VIII. SGA Report (Amira Crystal Richardson)

- Summer onboarding of 2023-2024 SGA; cross training of SGA roles
- SGA participated in Summer Orientation for incoming 1st year and transfer students
- SGA did a constitution review and resolution creation was made; standard operating procedures in line with the culture SGA has but also with the culture it wished to cultivate.
- Welcome Week – Instagram photos showing students moving into the dorms
- Homecoming scheduled for last week in September; State of the Union event
- Advocacy – getting the entire Senate together to address various student concerns:
  - Handicap doors being accessible
  - Increasing access to performing arts
  - Informal gathering policices
  - Police-student relations
  - Equity on campus
- New positions on SGA are in progress
  - Disability voice representative
  - LGBTQIA+ voice representative
  - Non-traditional learning path voice representative
  - Transfer student voice representative
  - Military student voice representative
- Student Senate workers helping out at the food pantry to help with food equity
- More data collection on students
- Some students were confused as to last day of the ADD/DROP period was; suggested that professors include the date on their syllabus

IX. FUAC Report (Alireza Ebrahimi)

- Deadline for the Adjunct Teaching Award – Application to FUAC by September 19th, 2023
- Deadline for the Shared Governance Award – Application to FUAC by September 19th, 2023
- Deadline for Chancellor's Excellence Award – Application to FUAC by December 1st, 2023 (7 possible categories)
- Distinguished Professorship Awards – Applications to FUAC by November 17th, 2023

X. TLRC Annual Report (Amy Hsu)

- Highlights from TLRC Annual Report
  - TLRC had a productive year; hosted or co-hosted 8 events
  - Activities were started under Amy's tenure as Chair; Amy has completed her term as Chair. Yogesh More is new Chair of TLRC.
  - Combining TLRC-CETL
  - Creating a Brightspace repository of TLRC presentations, teaching resources, and articles related to teaching and learning.
- TLRC Annual Report was accepted by acclamation.

XI. FRRC Annual Report (Youngjoo Kim)

- Highlights from FRRC Annual Report
  - Hosted a Faculty Forum to provide a safe space for faculty to share issues and concerns.
  - Heard Academic Grievance Cases
  - Contribute to the work on Faculty Handbook
- FRRC Annual Report was accepted by acclamation.

XII. New Business

- Policy regarding excessive temperatures in classrooms; OSHA violation if room temperatures exceed 82 degrees Fahrenheit.
- Lisandra Ramos presented information on a new mentorship program, CREAR FUTOROS, sponsored by the Hispanic Foundation. There are 4 student-mentors participating in the program. The program is accepting applicants to be participants/mentees.
- Mike Kavic informed us that a solicitation for next round of Faculty Development Grant awards will be coming out soon. Mike also informed us about a grant available to fund undergraduate research opportunities.

XIII. Adjournment