

College Senate Meeting Minutes

13 June 2022

Attendance

Senators Attending via Zoom:

L. Frisbee, R. Celli, L. Ciarfardoni (proxy held by Cheri R. at times), E. Wagner, S. Shoemaker, A. Krause, C. Rossi, M. Wake, J. Cash, S. Jones, L. Tessier, D. Holub, L. Jones, D. Gashler, D. Aikens, A. Lang, L. Reyes, A. Balcom, Lindsay Walker (alt for D. Keever), Simon Purdy (alt for T. Hamblin), J. Collins, Brigid Finn Maguire, M. House

*Lou is proxy for Mary and Mary is proxy for Lou at various points in the meeting

Senators Absent: E. Liberatori, D. Wakin, J. Brosnan, J. Warren, J. Fishner

Guests: John Padovani, Michael Sullivan, David Brower, Lauralea Edwards, Joyce Shim, Lars Schweidenback, Amy Brown, Mark Sullivan, Josh Lopez, Mary Bonderoff, Jess Fell, Genevieve Salerno, Lauren Sloane, Carlos Cabrera, Shawn Brislin, Kristy Fitch, Doug Gulotty, Robb Munro, Christian Vesterfelt, Leslie Barger, Beth Boyd, Thomas Jordan, Max Dehne, Farzaneh Soflaei, Brook Denison, Michele Frazier, Hannah Hauser, Karen Teitelbaum

Meeting called to order at 3:02 pm by Presider, E. Frisbee via Zoom.

Welcome! – Liz

- Welcome! Thank you for attending!
- Reminder: please use the “raise your hand” feature. Guests can speak, but cannot vote.
- This first meeting will be for current Senators; then the “new” Senate will meet at the end of this meeting.

Meeting Minutes

- Motion to approve: Simon Purdy, Jason Cash seconds.
 - 20 Y, N 0, 0 abstentions. Motion passes.

Updates - Liz, Dr. Bonderoff, Dr. Jordan

- Eboard updates – Liz
 - Working with Alice to transition to presider role
 - Reached out to Union regarding a statement/letter writing campaign regarding recent gun violence tragedies – look for more information coming forward from the union.

- Academic Calendar – a few folks reached out about this; Dr. Jordan did send this information out at the end of the Fall semester – it was posted under December 13th meeting; we didn't follow up on this in the spring; if you did have questions about this – please go back to the Dec 13 meeting on VH – apologies for not following up on this at the time.
- Dr. Bonderoff Updates
 - Almost one month in already. Thank you for participating in
 - Policy Committee is finalized; invite to get folks together this week before end of obligation for faculty.
 - Questions about the calendar? Calendar information was shared in December; some of the changes we've
 - No SUNY campuses have two breaks anymore; SUNY doesn't want this.
 - Could look at a long weekend – but where do we add these days?
 - Creating a Shared Gov finance committee – will need two reps from B&P
 - 98 people Cultivating a Constructive Dialog; thank you! Video and slide shared in the Delhi Today
 - Senior Council retreat tomorrow – slides will be shared as well; end of the year meeting slides were also in the Delhi Today
 - Working on Pride Message – finalizing that and getting that out
 - Folks showed up to open office hours – nice to chat with folks!
 - Anna Ananiso (?) – will be helping with budget and finance to analyze the budget and come up with strategies moving forward
 - Talking with SUNY – would candidates be concerned in coming in when our campus is being led by an interim leader? SUNY helping with this concern. Hoping to have someone in the Fall in an interim position to move forward. Sometimes people hesitate to apply to a position if the president/head isn't permanent.
 - Playing in the alumni golf tournament on Monday; went to the Meredith Dairy Fest; looking forward to being in the community more.
 - Thanks, Mary!
 - Questions for Mary?
 - Alice: Shared Governance Finance Committee – to take the place of the RATF? Yes, and to have it be something that we're all working together on; more intentional in our conversations; people couldn't define the RATF. Shared Gov group will be made up of a sub-group of Cabinet and Senate. Still figuring out how we're moving forward with budget.
 - Alice: Policy committee? Is the Academic Policy committee different? Policy is for general campus policies: reps from HR, IT, University Police, Dean, faculty, Julia Lang and Lacey Williams = cochairs; might need to do sub-groups; Academic Policies has a representative to ensure

communication; coming together to create policies for full campus, not just academic policies.

- Dr. Jordan Updates
 - Liberal Arts Math and Science – change name to Bio approved by SUNY & SED
 - Masters in CJ – little snag re: external reviewers – need an additional reviewer for SED; have until July 15 to fix;
 - 40 appeals from students; 85-90 students were academically appealed; 26 approved; 14 denied; - only 2 hour meeting
 - Academic Program Assessment Committee – met; agreed to looking at initial programs that were brought forward; some issues have already been addressed; looking at cost analysis, enrollment, retention, grad rates, job placement – some data we have on hand; Amy brown will give us cost analysis;
 - Middle States – assessment day went very well! Thank you, Laurealea, Monica, Andrea Wade, Erin Wagner, Katie Bucci, members of the work group. Well on our way for the site visit.
 - Institutional Research search (asst and associate) – JoAnna's last days are coming soon; need to have continuity; will talk with SUNY as needed
 - Dr. Cabrera and Dr. Jordan – recruiting students from South America
 - Dr. Brower went to NYC to meet with students from Cartegna ; contact at JMU – help with that; hope to continue that relationship
- Questions? None.

Local Resolution – Telecommuting – Lisa

- This is the first time that we're seeing this – we won't be able to take it back to our areas until the fall – but wanted to distribute the draft as it's important to many of us.
- Borrowed from the UFS resolution, which we did previously endorse.
- Added to it in the Resolutions committee. Thank you, Erin, for your additional information and research.
- Covid remains a very serious concern (e.g. quarantine, family member care, etc.)
- Urge our administration to work with Union to create a permanent telecommuting policy.
- We'll share the resolution process to Dr. Bonderoff so she's aware of our local resolution process.
- Questions?
 - Alice: Thank you for working on this and bringing this forward now. This is timely. We need to be thinking about this for multiple reasons (e.g. quarantine). This is an important issue for those with accessibility issues as well.
- If you're remaining on Senate, please make sure to take this back to your area.
- Thanks, Lisa!

Bylaws Proposal – Alice

- Bylaws proposal – was already presented at previous meeting; now we will vote
- Proposed Area and At-large election timing: changing the amount of time for a nomination period (2 weeks to 1 week); at large seats – elections two times a year (instead of just once) to fill the vacated seats more often.
 - Motion to approve: Shannon Shoemaker; second: Rich Celli.
 - Discussion? None.
 - Vote: 20 Y; 0 N; 0 abstentions
- Second: strike “voting in members on internal committees” – unnecessary layer of process
 - Question: Erin: applies to internal and external? No – just internal committees. External committees are voted in by their areas. What about committees with Senate representation? Not in our bylaws – something we need to look at in the future (e.g. how Senate reps are delegated to other committees).
 - Motion to approve: Erin W., Jenny Collins.
 - Discussion: Lisa – Were we given this information in the meeting before? It was under the May 16 meeting minutes. This was presented last time.
 - Vote: 19 Y, 0 N, 2 abstentions
- Thanks, Alice and the Bylaws committee!

Academic Policies: Online Instruction Policy – Jess Fell

- Last time we had two policies come forward; the committee wants more time on one.
- Online Instruction Policy – changes made: remove redundancy in bottom portion; combined course review information.
- Motion to approve: Cheri Rossi; second: Jason Cash.
- Discussion:
 - Brigid – Sent this information out to the School of Nursing; some folks had concerns. In large the concerns are about the course review – what tool will be used for course review? What is the procedure? Nursing faculty want to put this off until fall.
 - This did come up last year; was talked about extensively and then sent back to the academic policies committee. They’ve made the changes the Senate recommended.
 - Jess – remember, this is a policy, not a procedure. The procedure itself would be through the Callas Center. We keep this as a policy, not a step-by-step procedure. Additionally, unclear if that information was given to the Policy representative from Nursing. Your rep should be keeping you up to date on what we’re doing. Policies are specific enough to be understandable but broad enough to be relevant regardless of process changes (e.g. changing from Moodle to D2L shouldn’t require a policy change per se).

- Looked at a more detailed document last year from Callas Center – but this is the policy, not the procedure.
- Lisa – Faculty will need time to get used to new rubric (OSCQR vs QM) as we switch tools. If there's a school that doesn't have a lot of online courses, would it mean that one or two professors' classes would be constantly reviewed?
 - Jess – Did discuss if there aren't 7 to 10 course sections, what would the expectation be? The deans would choose an amount or percentage that would make sense. Nursing would have almost all of their faculty reviewed, whereas other areas wouldn't have many. It will be hard to avoid having the same faculty reviewed.
- Lauralea – When was this sent to the Policy committee and if the revisions were sent back to the OIC?
 - Given to policy in 2020; were told this was already in place. We review policies from Provost's office; we review any changes, additions, suggestions, etc. We bring them to the senate. Administration is ex officio here. Assumption is this information will then trickle out. Needs to come to Senate at least twice. If approved, Provost's office updates policy manual. Third time this has come to the senate over the last two years.
 - Hasn't gone back to OIC to see if revisions have kept the original intent ? Yes – we don't change or make policy.
 - Lauralea - This policy is now outdated and over-written by a new policy. Co-chairs didn't think it was going to Senate because of the timeline.
 - Jess – we get things through the Provost's office, not the area written. If there have been major changes to this, our committee hasn't seen that. Please send that to us, so we can start from scratch.
- Cheri – if this policy is already outdated, then I hesitate to approve this if we're going to be doing this again in the future.
- Lisa T. – Follow up for Lauralea: can we separate the training from the course review piece? Or does the whole thing need to be reviewed? Could we motion to divide and endorse any of it?
 - Lauralea – This is an old version. The entire document has gone through revisions since I've been here.
- Jess F. – If there are updates, we should've been made aware of so we could present it in its whole. Concerns about the communication and about voting on this without knowing about the changes.
- Is there a motion?
 - Cheri – motion to refer back to committee so they can collaborate with OIC to make this the most up-to-date version. Second: Lisa T.

- Vote: 19 Y, N 0, 1 abstention.
- Thank you, Jess, again.

Nominations/Voting UFS & UFS Alternate – Cheri

- Lisa nominated for UFS Representative; Lori C. for UFS Alternate Representative
- Any other self-nominations for these positions? None.
- Online vote via link in College Senate VH page
- Vote results: Lisa: Y 20, 1 N, 0 abstentions; Lori C: Y 19, 1 N, 0 abstentions
- Still in need of a Secretary and a Parliamentarian (non-voting position – open to whole campus, if anyone knows Roberts Rules really well)
- Thank you, Lisa and Lori for your continued service.

Results for the College Senate Elections – Cheri

- Cheri put this information in Delhi Today that ran today
- Areas reps: LAS rep – Simon Purdy; Library – Jenny Collins; Applied Tech – Max Dehne; Nursing – Brigid Finn Maguire; Vet Sci – Genevieve Salerno; Grad Program Rep – Beth Boyd; At large faculty: Michele Frazier, Dan Gashler, Doug Gulotty, Terry Hamblin, Doug Holub, Shelly Jones, Lisa Tessier, Michael Tweed, Erin Wagner
- At large Staff – Leslie Barger, Leonel Diaz, Kristy Fitch, Kaleigh Herman, Laurie Jones,
- Robb Munro, Cheri Rossi, Christian Vesterfelt
- Thank you for your service!
- Thank you, Operations Committee!

School of Applied Technology Name Change – Dean Cabrera

- School of Applied Technology – Architects five year degree in Architecture – professional license; working with SED to create this degree
- In the last SED meeting, professional society AIA – requested that the name “Architecture” has to be in the school name before getting degree approve;
- Spoke with Curriculum, Provost, et al
- Need this to be approved in order for the degree to go forward; name change is mandatory for new degree to be approved
- Have hired a new faculty member to teach in this five year degree
- Liz – so you’re looking for an endorsement about this name change
- School of Applied Technologies and Architecture
- Questions?
 - Lou – Is everything under your umbrella or is there applied tech programs that would live in other areas? No – all of applied tech would be under this school.
 - Genevieve – what else would be different with this change? Nothing – just the name change to the school.
 - Lisa – Did the school also discuss and vote on the name change? Yes. Faculty discussed this and voted on it. 69% of the school voted on it.

- Liz – Was there a reason why the 31% didn't vote in favor? Because each area would want their own area singled out.
- Shelly – Applied Technology or Technologies? Technologies.
- Erin: Does this need to go through CC as a program change? Or if it's just a title change then doesn't need to go through CC?
 - Just a title change of the School – not the curriculum. All the curriculum for the new degree have been approved by CC in the past.
 - Liz – Other name changes to schools haven't been brought up to Senate in the past.
 - Lars – Vet Sci went from being part of Liberal Arts and Science to Vet Sci – this didn't go through CC. Was informed about this; change to school name is beyond CC's purview; if it were a change in curriculum or program name, then yes.
 - Liz – If there's no policy or procedure in place, then we can make one. But for now we appreciate Dean Cabrera and the architects for bringing this forward to be inclusive and transparent.
- Lou: Is your enrollment at capacity or can you take more students?
 - Previously we were at 70-80%; now at 128%; closed our enrollment and have a wait list.
- Motion to endorse the name change? Simon Purdy; second: Lou.
 - Discussion? Lou – issues of marketing? Working with new VP of marketing on how to move forward.
 - Vote: 19 Y; 0 N; 0 abstentions

Curriculum Proposals – Lars

- CC21 – 114 – 121 – Applied Tech; 114 – 120 = RFAC 140 and 180 = required courses for all refrigeration degrees; 121 = Deactivate Facilities Management BT
 - Motion: Shannon; second: Lindsay. Vote: 20 Y; 0 N; 0 abstentions
- CC21-122 – 124 – program description and SLOs for nursing courses;
 - Motion: Lisa; second Cheri – Y 20; N 0, 0 abstentions
- CC 21 – 125 – 143: taking some courses no longer major restricted (e.g. backpacking, rope courses, etc.); HORT 100 and 120 added distance learning attribute; GTSM 450 – take internship in golf management – Carnegie from 12:0:40 to 3:0:40 - led to a very long debate over suny policy and how many credit hours to hour – 3:0:8. Carnegie units are the minimum; internship in the spring with other classes – but they'll really do it in the summer; separate HORT 207 into two separate courses; last semester goes to one long internship to shorter internship and classes; PGMB – change name, SLOs, content to PGMB 300 and 100; change Carnegie units of PGMB 170; and then change programs to enact changes we just discussed; VETS 131 from 2 credits to 3; VETS 160 from 3 to 2; change in program to enact these changes.
 - Motion: Cheri; second: Lori C.

- Discussion: Erin – Was the trouble maker at this CC; concerns about needing to standardized applied learning across campus; 40-45 is the minimum hours; knocking 12 credits down to 3 and expecting the same amount of work is questionable; also issues with financial aid if the bulk of the work is being done outside of the Spring semester
 - Original proposal was from 12:0:40 to 3:0:40 – now 3:0:8 – leaning heavy on the line that students might have to do more to fulfill the SLOs (need to do 40 hours a week to fulfill learning outcome)
- Alice – Amendment to the original motion to vote on 131 & 133 (program change) separately from the others. Erin seconds.
 - Discussion on amendment? No.
 - Vote on amendment: Y: 19; N: 0, abstentions: 0.
- Original motion with the amendment in: Proposals 125 -130, 132, 134-143:
 - Discussion?
 - Lisa: 141 – recitation – how does this look in Carnegie units? Some labs will have a discussion as opposed to active lab work. 3:2:3 changed to 2:1:3 (2 credits, 1 hour lecture; 3 hours of lab) – yes, recitation is how they’re describing it, but it’s 3 hours of lab-like stuff. Thanks for clarifying!
 - Vote: 21 Y; 0 N; abstentions 0
- Motion to approve 131 and 133 – Alice; second: Shannon.
 - Discussion:
 - Alice – I will be abstaining from this vote. Not speaking in favor or against. This needs to be part of a larger conversation regarding how we do internships on our campus – this varies from dept from dept. Seems like there’s a distinction between what SUNY requires and what we require.
 - Lars – Found a series of SUNY documents about this. Comment in the minutes – for an internship according to SUNY, 1 credit is 45 hours (total) – Carnegie is hours per week; 1 credit is 3 hours a week for internship; told this isn’t common on campus in order for the internship to fit (can’t fit a 15 credit internship). This is pretty common among the majors at SUNY Delhi.
 - Genevieve – Will abstain on this as well. My understanding is VETS 450 – 480 hour 12 week/40 hour a week thing; shrinking down to 3 credits. It’s like we’re reducing how we value the effort the students are putting in. Have questions about this before voting.
 - Erin - technically there is some flexibility built around internships, but I think the documentation makes clear

that there should be some base standards and that we should be clear in what kind of work we're expecting per credit we're giving. Technically the course was changed to reflect this work requirement change.

- Lars – Almost always a paid internship in the summer, then changing to 3 credit in the Spring, then view it as “hey let’s go GET an internship” – usually done in the summer. They would be paid so maybe not as much credit given.
- Lisa in chat: “SUNY UFS Resolution Fall 2021 ”“When life or work experience is to be credited as a concurrent portion of an academic program design, as in an internship, one semester credit hour will be awarded for a minimum of 40 clock-hours of supervised academic activity that provides the learning considered necessary to program study.”
Need to await Chancellor Response
- Lars – info from SUNY: Section V (Experiential Learning) of the SUNY Policy Statement states, “When life or work experience is to be credited as a concurrent portion of an academic program design, as in an internship, one semester credit hour will be awarded for each 40-45 clock-hour week of supervised academic activity that provides the learning considered necessary to program study.”

▪ Vote: Y 6, 1 N, 11 abstentions – motion passes.

- Committee will stay on Zoom next academic year.
- Thanks, Lars!

CET Shared Governance Survey Data – Hannah

- CET Shared Governance group – survey data results – compiled results and want to share with us
- Nothing to endorse; no proposal; but wanted to share the info with Senate – also will be shared out to the campus via Sharepoint
- Thank members of the task force – a good team to work with and talk about an important issue on our campus.
- Data suggests there is much work to be done to improve shared governance on campus; effective shared governance is crucial for SUNY Delhi, especially during Middle States Review.
- Workgroup members are happy to answer questions or to have constructive conversation about findings.
- What is the committee’s next steps?
 - Most of the other task forces have concluded their work. Looking for more direction Goal was to define shared governance on campus. Not comfortable

doing that. Need buy in from entities and departments across campus. Some discussion about changing CET task force as a whole.

- A lot of changes happening currently – maybe once other groups are established, there will be more direction.
- Dr. Bonderoff – Trying to add layers and add folks to the tables to focus on more conversations – moving to a place where people feel we’re embracing shared governance. We’ll be assessing all of these changes. Mission/vision refresh. We’ll keep moving forward.
- Thank you all for your work on this – it’s a challenging topic to tackle!

Recognition of Service on College Senate – Liz

- Thank you all for all your work these last two years.
- Completed a two year term: Dan Gahler, Doug Holub, Shelly Jones, Lisa T, Laurie Jones, Rich Celli, Jason Fishner, Erin Wagner, Cheri Rossi,
- You will be receiving a digital certificate that you could add to a promotion file or PDP so you can accurately document your service.
- Thank you who have stepped into alternate Senator roles as well.
- Erin: Thank you, Liz, and eboard for all your work as well!
- Lori C – Thank you to folks who ran again for Senate! We don’t have as many vacancies as we have in the past. Thanks for getting involved and willing to do this important work.

Announcements?

- Any announcements? None.

Adjourned at 5:03pm

Next Meeting: Right after this one for the new Senate to meet
Fall 2022 Meeting Schedule TBA