

# Senate Meeting September 26 2022 Minutes

**Present:** Jackie Howard, Maxwell Dehne, Terri Hamblin, Cheri Rossi, Mark Sullivan, Brigid Macguire, Leslie Barger, Alice Krause, Erin Wagner, John Padovani, Kristy Fitch, Lindsay Walker, Joshua Lopez, Douglas Holub, Daniel Gashler, Jason Cash, Rob Munro, David Wakin, Liz Frisbee, Shannon Shoemaker, Lisa Tessier, Misty Fields, Beth Boyd, Laurie Jones, Christian Vesterfelt, Dr. Tomas A. Aguirre, Shelly Jones, Susan Deane, Michael Tweed, Jennifer Collins, Mary Bonderoff, Simon Purdy, Dr. Lauralea Edwards, Dr. Thomas Jordan, Louis Reyes, Kaleigh Herman, David Brower, Joyce Shim, Leonel Diaz, Abigail Brannen-Wilson, Kaleigh Herman, Doug Gulotty, Brett Meckel, Nazely Kurkjian, James Warren

Lindsay Walker proxy for Michele Frazier, Louis Reyes proxy for Mary Wake, Cheri Rossi proxy for Lori Ciafardoni

**Meeting called to order at: 4:31 PM**

**Approval of September 12, 2022 meeting minutes**

4:32 PM – motion to approve minutes made by Jennifer Collins and seconded by Jason cash

**Results:** 25 yes; 0 no; 2 abstains; motion passes.

**Introductions of senators continues from last week.**

Terry Hamblin is a professor of history and is happy to be serving on senate for his third term. He loves hiking and got to hike the Adirondacks this summer. Welcome back, Terry!

Josh Lopez, President of the Student Senate, is in his senior year of the criminal justice program.

**Updates:** Officer-in-Charge, Provost, Eboard

***Officer-In-Charge Mary Bonderoff*** : Her open office hours are held from 10 AM to noon weekly. Please check out her schedule as there are times when she will be unavailable. Happy hour at the Presidents House will be held on October 6 2022 from 4 PM to 6 PM. The Fireside Chat that took place last Friday will be made available for viewing, as well as the slide presentation. Monthly budgetary Firesides will continue on a rotating schedule to enable attendance of staff and faculty that may be unavailable at other times.

***Provost Thomas Jordan***: APAC – what is it? Academic Program Assessment Committee. This is a committee designed to assess programs on campus for strengths and weaknesses as well as provide support and feedback. Responsibilities are to meet and review programs and offer feedback regarding effectiveness. Will occur on a rolling basis. Meetings are twice per semester: once at beginning, and once at end. Information and procedures will be sent to deans and other governing bodies. Recommendations made shall move forward based on majority vote of committee members. Follow up meetings will be set up between deans of programs in the event of a deactivation. Faculty will be included in this process. Meant to assure best practices and processes in regards to deactivation

There will be an academic promotional proposal policy meeting on Wednesday with the Promotions Committee. Provost Jordan will let us know what he finds out in this meeting. Promotions Committee Chair added that the purpose of this meeting is to make sure everyone understands what is being read and how it is being comprehended in regards to promotion procedures.

Academic forum and curriculum planning is meant to look at the courses that are offered in the Fall and Spring and to ensure that that courses can be taken in sequence to allow students to get degrees in a timely manner as well as how to offer courses in the most efficient and practical manner. If there are any questions we are encouraged to speak with our respective deans.

Annual reports – HR has determined that provost signature does not help or hinder promotion process. This additional step has been eliminated because it was determined to not be necessary.

Questions: promotions – Alice Krause would like to take a broader look at the process. Faculty and Union have brought up the broader discussion surrounding promotion. Provost and HR will be looped into this discussion.

Doug Gulotty – Promotion Committee eliminates redundancy to streamline this process.

Lisa Tessier – Promotion process usually required that provost needed to sign reports, so it may be worth going back to check on that language and make changes to reflect the new updates in order to cut down on confusion.

Susan Deane – Historically provost used to sign off on these, but it is an easy change to make.

Alice Krause – New forms do reflect that only Deans need to sign promotion documents. Important to communicate to constituents that the language has changed.

#### ***Executive Board updates:***

Alice Krause – Meetings attended this week included Extended Leadership Team meeting which Alice K. and Cheri Rossi attended. Most of the conversation was budget and class scheduling related. Lisa Tessier and Alice Krause also attended College Council Meeting which functions as local board of trustees made of community members that are appointed by the governor. Budget, enrollment, Middle States were main topics. Alice Krause will submit report on college senate. Lisa Tessier will share updates about future Plenary. College council meeting was streamed and was good to see some senators attending. There will be another meeting on November 15. Please consider attending this meeting.

Weekly Executive Board and monthly meetings with Officer-In-Charge: if there are any questions, please reach out to members of e-board.

Lisa Tessier – October Plenary – Please give Lisa Tessier questions regarding Technical Schools to bring to sector meeting. These questions will be brought to the Chancellor – focused on Tech Sector as a whole and not just Delhi issues. Please send these questions to Alice and Lisa.

Vanko Hall site has been cleaned up and we were given a tour of the trainings and tabs available to us!!

Susan Deane asked about access to this page – only college senators are allowed to access this page and its contents. If faculty wanted to see meeting minutes where can they go to view this. There is a public facing website available for faculty to view minutes and resolutions. Faculty and staff usually get their information from area senators.

Leslie Barger – Where are zooms going to be kept?

Alice Krause will be storing them on Vancko Hall.

**Cheri Rossi – Finalizing committee placements.** Committee work is a requirement of each senator. Operations Committee and Bylaws committee have openings. External committees are all filled. If you do not have a senate committee assignments, please email Cheri Rossi with preference. First come first serve. Call for nominations for Chancellors Awards went out. Each award has sub committee and this would count as service.

**Alice Krause -- rules for debate** – these will be in Robert's Rules training. Please remember that everyone must raise hand to address body, ask question, or otherwise speak. Must be recognized by the presider in order to take the floor. To make motion senators must raise hand and be recognized to make initial motion. Motion must be seconded. Second does not need to be recognized. Anyone who wants to participate in debate (anyone, guest or senator) needs to raise hand in order to be recognized by presider. Then comments or questions are addressed to the presider. Presider will ask the individuals if they would like to respond. Three minutes per person. May speak twice to a motion. Priority will be given to those who have not spoken yet. Rules were not set for last meeting's debate, therefore no one broke any rules during that debate. Going forward, rules will be announced before every debate. Chat should be used for sharing information. There is no presider over the chat and so if a point needs to be entered into the record, hand must be raised. If chat becomes distraction, chat will be disabled.

Lisa Tessier with question – Will call to question still be allowed? This can be used to end debate formally.

Alice Krause – Calling to question is a motion that can be raised during debate. Raise hand and announce call to question or move question forward, must be seconded and then it is not open for debate, must have 2/3 majority for this to be accomplished.

Please complete the training on Robert's Rules and Shared Governance and confirm that you have understood the contents by October 17, 2022.

Liz Frisbee -- I would like to apologize to Lou Reyes and to the Senate for last meeting's interruption. It was an attempt to follow Robert's Rules procedures but since there were no rules established for that debate, it was an overstep. Please forgive Liz as she acknowledges any offenses she may have committed, and she appreciates her meeting with Lou. Thank you Alice for allowing her to apologize.

**Old Business - None**

**New Business**

**Micro-credentialing Policy – Dr. Lauralea Edwards** – No vote to endorse this now. Please bring this policy back to your areas for review and feedback. Vote for endorsement will be next meeting.

Powerpoint was presented of the micro-credentialing process. Big thank you to Misty Fields and Abigail Brannen-Wilson for their work on this! Twenty-one people raised their hands when asked if they were familiar with this concept. Gave presentation, Powerpoint to be shared with Senators to take to their constituents for feedback.

Susan Deane – Thinks its important to have deans be part of this process in order for maximum input of staff and faculty.

Going to faculty, staff, and academic council involved in this creation process.

Mary Bonderoff added that it is coming from continuing ed and has been an active discussion which is matching up with academic affairs. An important consideration is timing in semester centered offerings to keep up with what other SUNY programs are offering

Erin Wagner – Is there a price difference for non-matriculated vs matriculated?

Lauralea Edwards -- If offered as part of curricular offering, same price, if micro-credential is taken away from college and is strictly for a business then it will fall into workforce development and we can charge what we want.

Erin Wagner – If have to find external instructors, who will vet these external instructors?

Lauralea Edwards -- Intention is to follow the same processes as inside the institution to keep up with academic rigor. Person teaching class has to be credentialed in order to teach.

Genevieve Salerno – Will badges of completion also come in non-electronic formats?

Lauralea Edwards -- Physical badges can be produced as needed and will be investigated as alternative method. Equivalent will also have a syllabus that will be able to show what will be accomplished by students. Competency will assessed and in some way evaluated.

Kristy Fitch – Any thought given to how this will end up in transcripts?

Lauralea Edwards -- The same way other skills are transcribed through admissions and registrar. Transcript through learning assessment. Articulation becomes a simpler equation than if there was another entity offering these programs on our behalf. Banner will have these micro credentials registered within it, but will require different coding.

Simon Purdy – Is there a document available to share with constituents?

Alice Krause – Please share policy and PowerPoint so they can share with constituents.

Simon Purdy –How will this jive with the larger budget concerns of extra service?

Lauralea Edwards -- Sections already offered will be maximized (secondary fill of non matriculated students). Optional to take on additional work-load. Will count as extra service. Funding comes from workforce development.

***UFS Resolutions – Lisa Tessier (Resolutions Committee)***

Draft resolutions are sent and Lisa Tessier tries to send out to Executive board and Administration for feedback. Sometimes resolutions are proposed on the floor as well. UFS will vote on resolutions and then Lisa Tessier offers the results through her Plenary reports for body to vote on and then sent to administration to give feedback. Twelve resolutions have received feedback. Lisa Tessier also reports back to SUNY UFS on how Delhi voted.

Spring 2022 Plenary: Advocating for Study of Admin structure and costs across SUNY. SUNY UFS has tried to study this material but quite varied and road blocks to study have been historically encountered. Call on Chancellor to review

Revision of processes for presidential searches. New rules since original procedures were placed. Would like to revisit the process and to encourage faculty participation. Going to Board of Trustees to take action.

Terry Hamblin – Clarification -- What is the process going forward for how body hears about Chancellor or Board of Trustees actions or feedback on resolutions that have been put forward?

Lisa Tessier – It has varied over the years. Formerly was getting regular responses. Posted in SUNY UFS website. Will send info to administration for distribution. New Chancellor and Presider to UFS senate so hopefully will be more responsive.

***Academic Program Assessment Committee, call for non-academic (staff) rep***

Senate staff rep needed! Please think about representing Senate on this committee. Meets twice a semester. James Warren raised his hand to volunteer.

Vote was opened at 5:57 PM: Yes 24, No 0, Abstain 3 for Jim to join APAC committee.

Thanks, Jim, for representing us!!

***Budget & Planning Committee Report – Doug Holub –***

Established new members. First meeting Oct 3, 2022 and Chelsea Matieu will be in attendance. Open for questions.

- **Announcements**

None!

**Adjourn Meeting adjourned at 6:02pm**