

# College Senate Meeting Minutes

## 29 November 2021

### Attendance

#### Senators Attending via Zoom:

L. Frisbee, R. Celli, L. Ciarfardoni, E. Liberatori, E. Wagner (proxy at times by A. Calabrese), S. Shoemaker, A. Krause, C. Rossi, M. Wake, J. Cash, S. Jones, J. Fishner, L. Tessier, D. Holub, L. Jones, D. Cutting, A. Calabrese, D. Gashler, D. Aikens (proxy held by M. House), M. House, N. Wagner, A. Lang, L. Reyes, J. Brosnan, J. Fitch, A. Balcom (proxy held by G. Salerno), D. Wakin, Lindsay Walker (alt for D. Keever), Simon Purdy (alt for T. Hamblin), J. Warren

**Senators Absent:** None.

**Guests:** Lars Schweidenback, Dez Keever, Adriene Clifford, Susan Deane, Lauren Sloane, Rob Piurowski, Charlie Mole, Karen Teitelbaum, Barb Sturdevant, Kelly Keck, Joan Erickson, Bret Meckel, John Padovani, Carlos Cabrera, Carol Bishop, Maureen O'Connor, Michael Sullivan, Doug Gulotty, Katie Bucci, Mathew Heath Van Horn, Jackie Howard,

Meeting called to order at 4:32 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.

#### Meeting Minutes

- Motion to approve: JoAnna. Jason Fishner seconds.
  - Jason: Comment on Linnea’s comment re: the Lacrosse house. The college has never owned or operated that house
  - Y 23, N 0, 2 abstentions. Motion passes.

#### E-Board Updates – Liz

- Thank you all for meeting us for so late last week.
- Resolution was sent out to College Senate, College Council, Chancellor, Student Senate Leaders, President and Provost, reached out to SUNY Provost as well as Liz
- Awaiting a response – none yet.
- We received confirmation from Provost and Rob P to share the programs that would be changing. This was brought up with the Senate at the beginning of the school year by the Provost. Eboard had a meeting with the Deans and Rob a few weeks ago. We will

share this list now that we have received permission to do so. We wanted to make sure we had permission as the documents were marked confidential.

- Last week Wednesday Liz was informed that forms were sent to SUNY signed by Provost and President to deactivate programs. They had not gone through the appropriate curriculum committee or Senate process. We are not sure if they were sent to SUNY or not, but we saw a letter that was directed to Shadi, the SUNY Provost. These program changes have not gone through shared governance, but it was indicated on the forms that these had gone through shared governance and signed by Provost Jordan. These things have to go through shared governance. They should start with the area, go to cc, then to Senate discussed again and then once approved at senate, goes to provost and president. Normal shared gov process – but the forms were possibly sent without following this process. Lars was brought into this conversation, and he is writing letters to SUNY to let them know that our shared governance process was not followed. We need to have these discussions before these forms go forward.
- Questions:
  - Genevieve: who were they signed by?
    - Signed by Provost Jordan and President Laliberte
  - Alice: Thank you, Lars, for taking this on and actively explaining things, providing policy, a lot of footwork to explain things to the Provost, etc. This is an egregious violation of shared governance. It is a flat out lie to check this box without going through shared gov. I hope we go through the appropriate steps to correct this. There are union measures we can take. This should be an ongoing item we discuss at Senate.
  - Lars – Any changes people want to make (deactivation/discontinuation) – you can do that. They just need to be voted on in your areas and then sent to CC. If you are unfamiliar with the process, this is explained on the CC page (including the rules for deactivation/continuation). Make sure things are voted on in your areas and then brought to CC.
  - Liz – We'll continue to have these conversations. Some schools are going through this process now and starting the conversation in their areas. We have a process and that needs to be followed.
  - Barb – a number of two year Business programs are being changed; this is putting students a year behind as they are taking courses that do not apply to their degree. There was never discussion about any of this.
  - Liz – We need to have these conversations within our department/school areas first to identify some of these issues and unexpected hurdles. Others might not understand the consequences. We're here for the students and want this to be a flawless process for them. Can potentially hold our students back, which is a problem.
  - Lisa – When e-board met with Rob, we hoped he could answer questions at a future Senate meeting. We asked about the potential cost (e.g. in LAS, we offer

these courses anyway), but he didn't have an answer. We've seen data about how the programs have low enrollment, but no convincing data regarding taking 13 degrees will help our enrollment. Concerned that it will hurt our enrollment because our students want to start with an AS and then they build up to a BS.

- Liz – We can put this as a future agenda item. We don't have the full list out to the Senators out yet. But maybe at the next meeting we can have a fuller conversation.
- Adam – Where is the link regarding deactivation on curriculum committee's website?
  - Lars – It's under program changes and "procedures for presenting curricular changes" – deactivation is explained here. "e. The Program Changes Form is used to propose changes to program learning outcomes, credit hours, required courses, etc. This form will also be used for deactivation and discontinuance of programs. In the case of deactivation/discontinuance the process below must be completed before filing the proper SUNY form (form 5)"
- Alice – Going forward we should stop using the phrase "off the board" – made up to talk about this. This is really deactivation and that's the SUNY terminology.
  - Lars - The Provost has stopped using this phrasing. If this is something that the people in the program feel it should be done, they can do that. It just has to follow SUNY process.

### **Bylaws Proposal – Alice**

- Worked with Doug Gulotty and Joan Erickson (co-chairs) on this change. This was first brought up at the November 15 meeting.
- Motion: Amanda. Second: Rich.
- Discussion: None.
- Vote: Y 24, 0 N, 3 abstention
- Shannon: Has the process for promotion been followed in the past? There seems to be some concern that process wasn't followed.
  - Doug: Always the ability of leadership to promote at their discretion. Fidelity to the process has been high. Not aware of any steps outside of the process. Always the ability for someone to be promoted by leadership – that is not precluded by the rules.
  - Liz – I'm meeting with the Senate committee chairs to see if there are issues in their bylaws and what their committees do. Are the bylaws an accurate reflection of the committee's duties.
  - Alice – the promotion policy is not part of our Senate bylaws. This is a separate document made by administration – but Senate gets to approve the process.

## **Spring 2022 Meeting Dates – Liz**

- The Spring 2022 meeting dates are in Vancko Hall. Please look at them by the next meeting. Any comments/feedback, please let us know.

## **UFS Resolutions – Lisa**

- Two resolutions from the Spring 2021 UFS Plenary:
  - 360 Reviews for MC Employees
  - Academic Planning for Future Crises
    - Plans in place at SUNY system
    - Focused more on academics (e.g. modalities of teaching, policies, etc.)
    - Campus plan should also be sent to system as well
- Please take these back to your areas for feedback. We'll discuss these more thoroughly at the next Senate meeting (per our process).
- Questions?
- Jason: Do you know why UFS only focused on academics and not the whole?
  - Resolutions came from Undergraduate Committee – more focused on academics. Not to say that there shouldn't be plans in other areas. This was focused on modalities, testing online, ownership of teaching materials, etc. Coming from that frame. At the local level we can always make a more comprehensive request in our own resolution.
  - Jason: Was this sent to the Student Life Committee? Conversation between Student Life and Undergraduate Committee before? Questioning UFS not having the two committees work together and put forward a single resolution. There's a lot of overlap of concerns. Why weren't both sides considered at UFS?
  - Lisa – there is overlap, but we need to look at modality and academic freedom issues. Could definitely look at both sides. Committees often make resolutions specific to their areas.
  - Liz – Fair question. We could reach out to the committee and Keith Landa and see if there was discussion about this. A lot of COVID-related resolutions lately. There could be some resolutions that could be combined.
  - Lisa – This proposal was brought forward in Winter and then recommitted because it was too vague. Made it more specific to academics and brought back in the Spring. This info was provided in the background of the document.
- Doug H – Curious about the 360 Review. This excludes Presidents? Why is that?
  - Lisa – not sure why, but it does say "below the President level". Lateral kind of review process. MC employees can select who is doing the reviews. Provides professional development for growth based on the reviews. Resolution is asking SUNY to support the review process and financial support for the professional development. President is usually assessed at a campus-wide level; there's a 3 year cycle. Process for reviewing president. People are randomly selected to review the president. This information is sent back to the Chancellor.

- Please bring back any feedback or concerns about these at the next meeting. Thanks, Lisa!

### **Academic Policies: Repeating Courses – Lauren Sloane**

- This was first brought up before COVID. Came from Kelli L in 2018. Regarding how many times a student can re-take a course (3 times unless you are given permission for a fourth time).
- This policy is already implemented and currently being used (though not officially voted on). Asked to put this forward and not modify it. Committee did not feel it needed to be modified.
- Questions:
  - JoAnna – Are there financial aid implications regarding this? Don't want this policy to contradict financial aid issues.
    - Lauren – If the student isn't passing, they aren't getting credit for it. But if they have passed it, they need a minimal of 12 new credits in addition to the repeat class. They need to show they are making progress toward a degree.
    - Adam – if you are taking 15 credits with 3 credits of repeat, the repeated credits don't count toward progress. Excelsior students would need to take 18 credits if they are repeating one class (because they need to take 15 credits toward the degree).
  - Lori – If the course is a pre-req, doesn't this effect their progression through the degree? What is the benefit of taking a class 4 times? Also have concerns about self-plagiarism. 4 times seems excessive. Very different than what SoN does.
  - Cheri – Students have five years to finish degree in SoN. Student could make a request to the Dean for an exception/extension.
    - Lauren – Some programs are more rigid on this. LAS might see a student come back to us multiple times. If they are taking the course 3 times, there are larger, systemic issues at play.
  - Liz – If you can request to take it a fourth time, is there a way for them to take it again? Is 4 a hard cut off?
    - Lauren – Don't know. Not sure why the policy is four.
  - Lisa – Historical question: do you know why they changed it to the school dean instead of the dean of the school where the course is coming from? Why might another school's dean decide if a student could take a course in another school?
    - Lauren – Don't know. We were given this policy and told to put it forward as is.
  - Cheri – Echo Lori – share the same concern about students taking a course four times when they will ultimately be responsible for a patient's life. If a student drops the course, that's different than failing the course outright. At what point is it ethical to take their money if we suspect they'll fail. Is this then a retention

strategy instead? Not convinced this is the proper way to retain students. You're not retaining quality students. Diluting standards of academics. Alarmed to hear that this has been in place and not gone through the proper channels. Once again, this did not go through shared governance.

- Lauren – This policy has been in effect. The website has this language. Don't know when this policy originated. Trying to put a limit instead of allowing students to take a course over and over again. Can't proceed in a program if they fail the pre-reqs. Then maybe that's when an advisor has to step in and advise the student.
- Erin – Language issues:
  - He/she to singular they throughout the catalog
- Lou – Great dialogue here. I like the "permission to take it a fourth time," but at a certain point it does become punitive for financial aid. Do we have data regarding how many students take a class three and four times? Some students are not academically prepared when they come here – so it does benefit students to be able to retake a course. Are there specific courses that we're seeing repeats to help? Putting funding toward tutoring? Financial issues/costs of technology? If a student is repeating a course, maybe there should be a red flag – form letter asking how to best support the student. Important to remember the equity issues and how we can support our students.
  - Lauren – JoAnna might be able to supply that data. Issue is, we don't always know when students have taken the courses before because many faculty teach the same courses. Remediation courses aren't offered anymore because they negatively impact students' financial aid.
- Genevieve – Vet Sci and Nursing have different rules. Vet Sci students can only take a course twice. If different schools have their own policies, why is there a need for this over-arching policy?
  - Lauren – Broad policy for the whole college and then Nursing/Vet Sci have more specific policies. There are several policies that Nursing are more specific and these are documented in the policies for the schools.
- Donna – SoN pre-licensure program has a progression policy that a student can repeat a course one time (LAS course). For a Nursing course, they petition for repeating. A statement in this policy stating that a school may have a policy that supersedes this policy might be useful.
  - Lauren – We just looked at a policy that does something like that. We can look into that.
- Alice – Comment about procedure. Concerns that this didn't go through shared governance. Faculty and staff haven't had the opportunity to discuss this based on this conversation. This should probably be looked at again by the committee and make sure the language is consistent. Just because this has been implemented, doesn't mean we can't look at this and change things. We need

our voice heard. Motion to have this sent back to the Academic Policies Committee. Donna seconds.

- JoAnna – Do we want to consider reducing the number (4) for earlier intervention? Maybe a leave of absence would be more productive? Intervention seems like a better option.
  - Liz – Repeat twice and need permission for the third time? Yes.
- Charlie M – Lots of ways to fail. The discussion has been focused on the students who try and try. But there are other students who slack off and then resurrect themselves and realize their potential. Different ways to fail. Some can turn around and do the work. SUNY is a great resource for those students.
- Vote to recommit this policy: 24 Y, 2 N, 0 abstentions. Motion passes.
- Thanks, Lauren!
- Doug H. – Concerned about limiting the number of times a person can retake a course. I can see some instances where that might be appropriate. That might be determined on a program basis. There are many different situations possible and I would want to see us give students as many opportunities as possible to succeed.

## **Committee Reports –**

### Scholarship – Shelly

- Students can begin to apply starting December 13
- Shelly will double check scholarship criteria and share that next time.

### Resolutions – Lisa

- Been working on UFS resolutions and how to adopt them at the local level
- Worked on VONC resolution
- Working on resolution regarding BLM resolution
  - Jason and Dan have been working with DEI Advisory Board and Tomas regarding adding recommendations for the local level

### Academic Promotion –

- No one present. Will report next time.

### Budget & Planning – Doug H.

- Meeting once a month (twice in September)
- Operating under critical needs situation; committee had to relook at budgets after this was
- Fixed assets list
- What budgetary items the committee should review: mainly look at OTPS, equipment. Looking at if the committee should include hires. Carol said it was up to the committee. Committee wants to include all of these considerations (new and replacement hires).

- Discussing the reporting frequency and content from budget office – on-going process
  - What info is available and what could be presented
- Steve C. (ex-officio, non-voting member) – duties of scribe in Jenny C's absence; if she returns in January, this will change.
- Representative from CIS (Shawn Brislin) and Facilities (Dave Loveland) as needed to come to B&P meetings; including them in correspondence and meeting information; non-voting visitors on a standing basis
  - Rationale – not members as that would require a bylaws change; these areas are important in discussions regarding equipment needs; committee members thought they could provide good insight in certain conversations.
- Renewed “budget cheat sheet” that Steve and Carol prepared
  - Significant conversation about revenues vs expenditures
- Moving toward discussing a more robust budget review process
- Received budgets in August (formed in June); turn around of less than a month to give input on budget. Want a more in-depth review process – still figuring out how to do that.

#### Chancellor's Awards – Lori

- Adjunct award went off to SUNY
- Finished portfolios for other Chancellor's Awards nominees are due by Feb 15 (except classified service due in March)
  - Questions regarding the required materials for classified service – don't need all the same materials as other Chancellor's Award categories. Some people have denied a nomination because the process is onerous.

#### Continuing and Term Appointment –

- No one present. Will report next time.

#### **Announcements?**

None.

Thanks, everyone!

Adjourned at 6:06 pm

**Next Meeting: Monday, December 13, 2021 @ 4:30pm**