

College Senate Meeting Minutes

13 September 2021

Attendance

Senators Attending via Zoom:

L. Frisbee, R. Celli (Proxy held by S. Shoemaker), L. Ciarfardoni, E. Liberatori, E. Wagner, S. Shoemaker, A. Krause, C. Rossi, M. Wake (proxy held by L. Reyes), E. Ericson, J. Cash, S. Jones, J. Fishner, L. Tessier, D. Holub, L. Jones, D. Cutting, A. Calabrese, D. Gashler, D. Aikens, N. Wagner, A. Lang, L. Reyes, J. Brosnan, J. Fitch, Genevieve Salerno (alternate for A. Balcom), M. House, J. Warren, D. Wakin

Senators Absent: T. Hamblin, D. Keever,

Guests: Carol Bishop, Susan Deane, Thomas Jordan, Lars Schweidenback, Michael Sullivan, David Brower, Keith Landa, Linnea Goodwin Burwood, Carlos Cabrera

Meeting called to order at 4:31 pm by Presider, E. Frisbee via Zoom.

Reminder: please use the “raise your hand” feature. Guests can speak, but cannot vote.

Welcome! – Liz

- Welcome! Thank you for attending!

Meeting Minutes

- Motion to approve the 8-30-2021 meeting minutes: Jason Cash made the motion, Erin Wagner seconded. Motion approved.

Academic Planning Meeting Rep Replacement – Liz

- Asked last time for a replacement representative as Lisa has class at the time the Academic Planning Meeting meets. Alice Krause is volunteering. Motion to approve Alice as Senate Representative: Lisa Tessier; Doug Holub second. Motion approved. Thanks, Alice!

Eboard Updates – Liz

- Teaching faculty director vacancy on the CADI Board. Senate is responsible for electing or appointing someone to this position. Want to review the bylaws to regarding whether this should be via appointing or electing a person.
- Please secure a proxy if you cannot make a meeting. Please let Shelly Jones know if you will be absent or if you are serving as someone’s proxy for the evening. Can either email Shelly or use the chat feature at the beginning of the Senate meeting. Thanks!

- CET task force will be meeting tomorrow and setting future meetings. Looking for faculty on the Shared Gov task force. Reach out to Katie Bucci or Liz Frisbee if you have questions.
 - Alice: Can you elaborate on what this is for new folks?
 - CET = task forces that came out of the consultation report last year. Leadership, staff, and faculty on these committees. The committees look at the consultation recommendations in these areas and come up with actionable items to address issues.
- Reminder: Senators must sign up for a Senate subcommittee. We are including the CET committees for this requirement as well. You can sign up for committees on the wiki on our Vancko Hall space. If you have questions, let us know.
- E-board is reaching out to Student Senate. No president currently, but they are holding elections soon.

Provost's Update – Provost Jordan

- Department of Health is asking for a record of where students are in the classroom; if a student is positive, we need to know who was sitting near the student. Please try to keep a seating chart
- Policies and procedures regarding contact tracing – this info will be
- Academic Master Plan
 - Restructure programs to optimize our enrollment and clean up stuff
 - Deans have been meeting with faculty about this
 - Programs will still be there to take, but programs will be off the board – students could still be awarded
 - 53 associates to 32
 - 19 Bachelors to 24
 - Certificates 0 to 2
 - Masters 2 to 3
 - Want to make it clear what students can do while they're here
 - Horticulture will come off the board entirely
 - No faculty lines will be impacted
- Assistant Deans – to ensure consistency in the schools; want to do this in the schools; some Program Directors have dropped out; following the Nursing model; search for an Asst. Dean for Applied Tech is currently on-going
- Great need for Academic Policy Committee to meet
 - Enrollment is being impacted
 - Need to get this committee to meet
 - Need to change transfer policy to increase the number of students who can transfer into the school
- Questions:

- Lori: for Asst. Dean searches – are these internal positions or new?
 - Internal.
- Doug: 53 to 32 Associates degrees? Can you clarify what being on the books means?
 - Being on the board. Like if you were reading all the flights listed on the board at the airport. These programs would still exist, but we're taking these off the board. Students could still get the associates degrees.
 - Higher retention in BS and lower in A.S.
 - Doug: So it won't be there to see, but we'll know about them internally?
 - Yes – limiting the lists that are daunting for admissions. They can still do these, but they'd find out when they get here. There's a daunting list that admissions has that is overwhelming to prospective students. When I studied music, I didn't think about whether I studied music theory or another concentration – I knew I wanted music.
 - Is there documentation that the prospective students are getting confused? You would think more programs would encourage more students.
 - Students don't like to read. A long list is overwhelming. Went through the programs with the deans to figure out which programs would capture the most students. Some programs had no students.
- Lisa: 21 Associates are impacted. Not familiar with the "on the board" idea. What is this process called according to SUNY? Could you explain this more?
 - Provost: Don't know the formal terminology used. Nothing is happening to the courses. It's more like tracks that you would find in a discipline. Nothing major is happening in terms of job security. We're reorganizing these programs. One program is just being re-named. Nothing is happening to the programs or the courses or the faculty. If you are studying Music, you're studying Music – the specializations are now programs; we have programs with no enrollment. How can we justify these programs? These programs could instead be specializations/tracks to restructure them. It just wouldn't be showing up on the board as a major discipline.
 - Lisa: Has that been discussed with these areas? With the faculty in these areas?
 - The deans are in charge of doing this.
- Alice: A lot of faculty are asking questions, because many of us didn't know about this. Anything having to do with Curriculum, should come from the faculty and will have to go through CC like changing the name of a program. Those are SUNY processes. Changing the name of a program is a SUNY process and will

have to go through curriculum. I'm not seeing the benefit of this. It seems like a marketing issue. Seems like we're just having less information on our website? Faculty should be involved in this. Can you articulate the benefits of this and the process of how this was decided?

- Looked at enrollment numbers for all the programs. Provost and admissions (Rob) met to see if the students were choosing these areas. Then met with deans. Then met with Leadership to figure out how this would roll out. Then the deans were given the green light to meet with faculty. Objective: trying to optimize enrollment. When SUNY looks to see how you are maintaining these programs, they will question if we have so little enrollment in these programs. If we combine programs and reframe to tracks, the numbers will look better as opposed to diluting the numbers.
- Alice: Are we keeping them on the books then, or postponing discontinuance?
 - Still gives students with options (e.g. leave the institution with the AS in the discipline). Doesn't show up on the board, but student still can do it.
- Alice: Asst. Dean: will this be a term position? In the past PDs would be a year position. Provost: Administrative position just like the School of Nursing. Alice: Looks like this would at first be internal, but then external – typical wording of a union position. Posted as a union opening.
- Lars: Seems like a marketing thing? Pretending these programs don't exist to get more people in?
 - Not pretending. Streamlining disciplines. Not about scraping a program due to low enrollment. Taking them off so students don't fill up in lower enrollment programs. Marketing strategy to increase enrollment to target students better. Like in Music – you major in Music, but concentrate in theory or history.
 - So put together majors under an umbrella major? Provost: and have them be different tracks of the same major. You can still do Electrical Construction and Refrigeration. But it's putting them into a larger major. Lars: Combining programs to be different tracks of a major would still have to go from the faculty/school and then through CC and then to SUNY. Changes to programs will have to go through to CC.
 - Provost: We are not combining them. And that's the reason why we didn't have to go to curriculum. We're not combining them. Lars: So it's how we market things will change? Yes.
 - Lars: So some of our majors don't cost anything to teach because they're courses we already have and run anyway. So if these are being less

advertised, wouldn't it decrease enrollment? So the programs that have low enrollment, would go even lower?

- Provost: If you have zero, we can't go lower than that. The driving question was: How do we restructure this to optimize enrollment? It's sort of like doing a PhD. If you're doing a PhD, you can get a master's on route to your PhD, but they don't tell you that or market it. It just happens. The associates are in routes to a bachelor's degree.
- Lars: So nothing is changing, but we're just not advertising them.
- Erin: Some mention of SUNY looking at degrees and if we're supporting them. The majors will still look the same from the SUNY point of view. We give them different data than the marketing info we give to families. If we're not changing them from a degree to a track, then that info will stay there.
 - Provost: From SUNY's perspective, it will still show the same. For our purposes, it will look like the enrollment is going up. That's an interesting point. They will see something different from what we are seeing.
- Lori: In some majors tracks/specializations are more important than the major. Students might want the more specific thing. Does this change what students we attract if they don't have the specializations to offer them. Also: what shows up on the degree if they don't have the specialization? Can we get a list of what's involved in this? Faculty have not heard about this. The revised programs would be helpful to see.
 - Nursing doesn't have any changes. Nothing different is actually happening. Not a change in the degree itself – a different way of marketing the degrees. Still have the degrees on the board. Cleaning up the presentation of the disciplines.
- Lori: How are we going to advertise? Seems limiting.
 - This is talking about the programs who have an extensive list of options. Condensing the list, but not getting rid of all of them. Still there.
- Liz: We may see numbers increase in the advertised programs and then decreases in the other programs – and then a discontinuation of those programs. Horticulture will be discontinued? Yes.
 - Liz: Faculty were not part of that conversation before decision was made. There's a process in place where faculty should be discussing curriculum changes. Faculty/academic staff develop programs, goes to school, curriculum, senate, admin, SUNY. Discontinuation of programs should follow a similar process. Program change forms should be filled out first. Shared governance process should be followed for curriculum matters. If other programs are also being considered, then the proper process should be followed. Faculty should be part of the discussion.
 - Provost: dean of the school had a conversation with that faculty.

- Liz: that was this morning. Faculty feel like decision was made and they have no input. They are unsure what to do now. We appreciate you answering our questions and taking the time to talk to us.
- Cheri: If these programs aren't advertised, SUNY will still see them. If they will still see that, why bother with this process? SUNY's process isn't changing; they won't care if the programs aren't marketed on the website.
 - Because they'll see that degrees are being awarded.
 - How can that be?
 - There are no enrollments. Still gives students the option to be awarded in these disciplines. Streamline students into the other programs. While they won't see enrollment numbers, they'll see degrees awarded.
- Donna C: As an Asst Dean in SON, I was able to see a visual of this last week. I think that would help folks to understand this. When Rob P. shared this info, it's like moving the bullets. Not all these different programs being shown. Deans were tasked with talking to the faculty. A lot of emotions involved in any decision, but if there's only one student in the program, they must know that this decision is coming.
 - Still need to follow process and give folks buy in.
- Shelly: So sorry – still confused without a visual. One of the AS degrees slated to go off the board is the AS in Environmental Science. Presumably we are trying, instead, to encourage students to do the BS instead. If a student is in the BS in Sustainability, they cannot just graduate with the Associate in Environmental Science, because the programs aren't contiguous/synched up. Could the faculty work through CC to better align these programs?
 - Provost response: Right – they couldn't just get the AS, but the programs we looked at align better. The program you're talking about wouldn't work.
 - Alice: Faculty could have thought of other creative ways to create pathways or tracks, rather than just taking programs off the website
- Lisa: Still confused about the benefit of this. Too long of a list to read. Is there benchmarking of this process that increases enrollment. How does reducing our number of offerings help us? I would appreciate data on this.
 - Provost will look into this.
- Susan: Some of us are getting ahead because deans and faculty haven't met. Collaborative efforts to present to faculty. Some deans have already met. A lot of clarity will come with the deans.

University Faculty Senate President – Keith Landa

- Welcome, Keith!
- UFS Plenaries in October, January, and April.
- Advantage of virtual meetings: don't have to travel.
- As a new president Keith wants to get out to all the campuses, but won't happen this fall due to obvious reasons. He has been to SUNY Delhi many times to help with Moodle and teaching and learning conferences; currently at SUNY Purchase
- Looking at how campuses are doing with fall re-opening; DEI (diversity, equity, and inclusion) issues; sustainability
- At the system level, we support governance activities like this (e.g. Senate meeting).
- If you have questions about the system level, funnel those up through Liz.

Alternate Senators – Cheri

- If Senators cannot fulfill their term, then they may ask for an Alternate Senator. If at-large, the Operations Committee runs this election. Currently we have two faculty at large senators who want an Alternate Senator. This has been posted in the Delhi Today. Two positions: 1 is a one year position (end in 2022) and 1 is a two year position (2023). So far, one person has volunteered for each role. Deadline is September 21; election will run for two weeks. Will have another update soon.

General Education Document and Feedback Request – Liz

- Liz was sent the General Education document.
- SUNY wants feedback by October 8
- Katie Bucci is collecting the feedback. You can send your feedback to Katie or send feedback to Liz and she will compile for Katie.
- Please take back to your areas and discuss with your constituents.
- Alice: Will we also discuss this at Senate? This is a prime Senate and Curriculum issue that we should discuss as a Senate. Also, where are we at with the overall process?
- Keith Landa: Framework document itself has been amended to reflect comment period from last spring. That part isn't open for comment. SUNY GE Framework is a baseline for all programs across all campuses. Campuses can build on that framework with additional requirements, but these additional requirements need to support seamless transfer. If there are local requirements (encouraged! Customization of the GE that reflects their mission and values). Feedback on the implementation guidance – used to put together the memo to presidents (assuming BOT approves it). Asst. Provost will present framework to Board at September meeting. Plan is that BOT will act on framework at November

meeting. Give campuses a year and a half to review necessary changes, before Fall 2023 incoming classes would operate under new GE framework.

- Alice: Document that we're providing feedback is on implementation? KL: Yes. Feedback is due October 8.
- Framework document has changed since Spring. More development about diversity. More focus on knowledge areas, less on competencies.
- Liz: Likely to be a GE task force on our campus, which will have faculty representation from schools.
- Lisa: A lot of GE is housed in LAS. So Katie is the person we will work with regarding GE?
 - Provost – Monica will be spearheading this.

Bylaws Proposal for Curriculum Committee – Lars

- Minor bylaws change – won't be doing any voting on this. Bylaws change needs to be on two agendas before being voted on.
- Membership of Curriculum Committee: Architecture was in Liberal Arts and Sciences; they are now in School of Applied Technologies.
- Bylaws need to reflect this change.
- Discussion? None.
- This will be on the next agenda and we will vote on it next time.

Announcements – Lori, Liz, Cheri

- Lori: Chancellor's Award; we have no nominations for the adjunct award; Please consider nominating one of our amazing adjuncts! Nominations are due soon. Link in Delhi Today announcement. Deadline is extended to Friday. We have financial support from the administration for these awards.
 - Where are the criteria posted? Right on the President's website.
 - If you have questions, please ask Lori or Cheri.
- Please do seating charts for your classes. Makes the health center's job easier for contact tracing.
- Senate committees will be coming in the next two meetings to report out. We want committees to report out at least once a month so we can stay accountable.
- Joanna: New Senator – if questions about documentation on Vancko Hall, who do I reach out to? Liz or eboard member.

Thanks, everyone!

Adjourned at 5:56pm

Next Meeting: Monday, September 27, 2021 @ 4:30pm