Minutes of April 9, 2014 approved as written with one abstention.

Chair’s Report
None given

Provost’s Report
Provost Phillips provided an update on CNSE transition - in March, the Board of Trustees approved the CNSE and SUNYIT merger. They are working through the details with SED and Middle States now, which includes transitioning degrees; programs will be discontinued at UAlbany and reactivated at CNSE/SUNYIT. We have a ‘teach out’ program in place so that current students will have a choice to finish their undergraduate, graduate and combined degree programs at UAlbany or at the new college. The new CNSE/SUNYIT entity is anticipated to exist by January. Students will be registered at UAlbany for the Fall 2014 semester and thereafter will either remain at UAlbany, transfer to CNSE/SUNYIT, or be admitted directly to CNSE/SUNYIT. We have worked out student services arrangements, but have not come to an agreement on infrastructure issues. The next action point will come when we hear about the approval process from SED or Middle States.

Dean Wulfert asked about faculty tenure. Vice President Beditz responded that the faculty will move with their appointment terms intact, but the details remain to be seen. He commented that the transition is an all-in arrangement, with no purview of individual faculty to stay or go. However, we can re-hire individual faculty members at UAlbany if we have a line available.

Graduate Certificate in English Studies
Randy Craig, Guest
Chair Lyons opened the floor to questions about the certificate proposal. A council member inquired whether this certificate is creating three different concentrations. Dr. Craig responded that the purpose of the certificate is to establish connections with Masters of Science in Secondary Education (MSSE) students. As a bonus, English Master’s students can identify an area of concentration here, which they currently cannot. The objective is to attract MSSE students who want to strengthen their credentials for teaching English.
The proposal has to go to GAC and cannot be addressed by the end of the year; it will be taken up to go to the Senate in the fall. However, Senate Chair Christine Wagner and Jon Bartow will discuss the possibility of adding it to the agenda final spring Senate meeting. Dr. Craig expressed hope that it could get on the agenda as this is the first step in larger degree revisions.

Chair Lyons called a vote on forwarding proposal to GAC, which was approved unanimously.

**Reactivation of Theatre Major**

The proposal was presented by Senate Chair Wagner as UPPC Chair Lyons is Chair of the Theatre Department and has a conflict of interest. If no resource issues are identified, the proposal may be viewed as an administrative matter that can go directly downtown to be reactivated with no Senate action required. The proposal has also gone before UAC; they found no curricular issues with the plan. Dean Wulfert saw no resource issues beyond any normal program requirements - one additional lecturer would be hired; she noted that we would have hired one anyway because of student demand for acting classes in the minor.

No questions arose from the council. Senate Chair Wagner called for a vote. The proposal was approved unanimously with an abstention from UPPC Chair Lyons.

**University at Albany Planning Calendar Guidelines**

Karen Chico Hurst, Guest

Ms. Chico Hurst presented a review of changes that have been proposed to the planning calendar guidelines. She remarked that we did receive a complaint about holding classes on Veterans’ Day. She will check to see if other schools observe this holiday. Chair Lyons suggested events to celebrate our veterans that do not involve cancelling class. Geoff Williams proposed installing plaques commemorating alumni who died in service in a prominent campus location (the plaques are currently in storage). Another suggestion was to increase communication about events that we already do on campus; there is a lot of activity, just not a lot of publicity.

The Registrar recommended accommodating a travel buffer around the Passover and Easter holidays whenever possible.

New additions to the Planning Calendar guidelines include:

- Allocating six days for final exams using a Saturday when necessary.
- Alternate exam day may be scheduled in the event of cancellations, delays or early dismissals during an exam day
- Providing guidance on make-up classes when there are cancellations – currently we must poll students for availability and offer several different opportunities for make-ups
- Providing guidance for online instruction - question about assignments given that are due during breaks. We do not currently have a policy in place, e.g. do we cancel online
classes when we have to close for weather. We will be looking to SUNY Central for guidance on this topic.

Ms. Chico Hurst also amended the summary of variables included in the creation of the University Planning Calendar to include:

- Vacating residence halls to allow sufficient time to prep for new semester and damage assessment
- Allowing sufficient time between semesters to allow for renovations, classroom repairs, installation of new technologies, etc.
- IT Support for administrative and student systems, i.e. installation of service packs and bundles; Upgrades to Blackboard.
- Ability of students to secure winter and summer employment
- Travel costs for students (students must vacate the campus when the residence halls close)

The council unanimously approved these amendments along with a three year advance planning window for academic calendars.

Meeting adjourned at 1:53 pm

Respectfully Submitted,

Stacy Stern