Meeting Minutes


Not present: S. Galime, J. Oddi

Introductory Remarks: Dean Wulfert called the meeting to order at 2:30 p.m.

Minutes of November 5, 2014, Meeting: A motion to approve the minutes was made by N. Denton, seconded by J. Neely. The meeting minutes for November 5, 2014, were unanimously approved.

Announcements:

- Course Action Forms and Curricular Proposals are due no later than 2/27/15. Please submit program related proposals before the last day of classes in the fall semester (12/9/14). Bear in mind scheduling registration dates when specifying the effective semester for proposals. Please use updated Course Action Form and UPPC Campus Impact Statement and send proposals to Cindy Endres at cendres@albany.edu.
- From the Registrar: The due date for submission of all grade rosters is 12/22/14 at 11:59 p.m.
- Fall 2015 scheduling in Peoplesoft is to be completed by departments by 1/12/15. Teaching Templates are also due by 1/12/15.
- Journal Support Award application materials due to Department Chair by 2/6/15 for the spring round of competition. (Dept Chairs should submit ranked applications to Dean’s Office by 2/13/15. For more details: www.albany.edu/osp/assets/Journal_Support_Award_Application.pdf)
- Conference Support Award application materials due to Department Chair by 2/6/15 for the spring round of competition. (Dept Chairs should submit ranked applications to Dean’s Office by 2/13/15. For more details: www.albany.edu/osp/assets/Conference_Award_Application.pdf)

Old Business - None

New Business - Various Topics

Provost Search Update

Dean Wulfert commended the search firm for its work in identifying excellent candidates for the position of Provost and she reminded the Council that the public forum for the final candidate would be at the end of the week.

Strategic Plan

The Faculty Council has reviewed and provided feedback on the draft of the CAS Strategic Plan. The Dean’s Office will review and, where indicated, revise the draft and get a copy out to the College in the Spring 2015 term.
Ideas for Discussion at Upcoming Council Meetings

The Council recommended discussing chairs’ compensation (resuming the discussion from 2007), transferring funds from part-time budget to move adjuncts to tenure-track or lecturer lines, and graduate student support (number of lines, graduate student compensation) at upcoming meetings. Chairs wondered whether the new engineering programs would bring enough funding to campus so that graduate student support could be increased.

Undergraduate Admissions

K. Gersowitz spoke with Tim Lee, Director of Undergraduate Admissions, about the role of faculty in undergraduate recruitment. Departments should emphasize what makes their programs unique rather than highlighting the strength of their faculty, great facilities, and small upper-division classes. They should highlight what is attractive to prospective students, such as internships, applied courses, undergraduate and alumni success stories. The Admissions Office can provide a list of recently accepted students and faculty members should call them to encourage them to come to UAlbany. Faculty members may also be able to assist recruitment efforts via their contacts in high schools (e.g., teachers or guidance counselors) who could invite faculty to present about their disciplines and promote the University.

Admissions is launching a Customer Relations Management (CRM) system that sends customized and periodically updated information to prospective students about events in departments of interest. The exact process is still being developed. Admissions will also be assigning specific staff members to each department.

Adjournment: The meeting was adjourned at 4:00 p.m.

Handouts: Agenda
Minutes of the November 5, 2014, Meeting