DRAFT CAS Faculty Council Meeting Minutes
October 9, 2013
3:30 p.m., Arts & Sciences, Room 122

In Attendance: Elise Andaya, Marlene Belfort, Bret Benjamin, Sheila Curran Bernard, Ariel Caticha, Fan Pen Chen, Nicholas Creary, Joanna Dreby (Recorder), Michael Ford, Robert Gluck, Fernando Leiva, Jim Mower, Karin Reinhold, Julio Torres, Michael Werner, Edelgard Wulfert, Baris Yoruk, Liming Zhou and Lisa Fuller

Not in attendance: Matthew Matsaganis, Maksim Royzen

1. Approval of Minutes from 9/18/13 Council Meeting

Minutes from the 9-18-2013 meeting were approved.

2. Chair’s Report

Jim Mower made the following announcements:

1) Discover Graduate School Fair 2013 is 10/9/13, 3-6:00 p.m., SEFCU Arena (http://www.albany.edu/discovergradschool/)

2) CAS Dean’s Award for Outstanding Achievement in Teaching Nominations due 10/9/13 (to John Monfasani, AS-217). Details e-mailed to full-time faculty on 9/6/13.

3) Homecoming/Family/Reunion Weekend is October 18-20, 2013 (http://www.albany.edu/alumni/homecoming13.php)

4) Eleventh Annual College Faculty Dinner is 10/22/13 (6:00 p.m., Italian-American Community Center)

5) Full CAS Faculty Meeting is 12/4/13 (3:30 p.m.-5:00 p.m., CC Assembly Hall)

6) Course Action Forms and Curricular Proposals are due no later than 2/28/14. Please submit program related proposals before the last day of classes in the fall semester (12/10/13). Bear in mind scheduling registration dates when specifying the effective semester for proposals. E-mail proposals to Cindy Endres at cendres@albany.edu

7) UAlbany Conference Support Award requests with letter of support from Dept. Chair due 10/11/13 (AS 217, original plus 5 copies) http://www.albany.edu/osp/assets/2013-14_Conference_Support_Award_Application.pdf

8) UAlbany Journal Support Award requests with letter of support from Dept. Chair due 10/11/13 (AS-217, original plus 5 copies) http://www.albany.edu/osp/assets/2013-14_Journal_Support_Award_Application.pdf

9) Sabbatical reports due in CAS Dean’s office by 11/1/13 for sabbaticals taken in spring 2013 or full academic year (fall 2012-spring 2013). Faculty member should send via e-mail to
Steve Galime at sgalime@albany.edu with copy to Department Chair and support staff member.

10) CAS Conference Travel Fund Program applications due 11/12/13 (AS-217, original plus 3 copies) [http://www.albany.edu/cas/information_for_faculty_andStaff.php](http://www.albany.edu/cas/information_for_faculty_andStaff.php)

11) Open House for Prospective Students is Saturday, 10/19/13 (send name of department representative to Jay Oddi at joddi@albany.edu by 10/4/13)

3. Senate Report

Karin Reinhold made the following report:

The Senate held its first meeting of the year on September 30. It was an organizational meeting setting up procedures for the year ahead. New members who are chairs of Councils but not senators were voted in and a charter amendment on the dissolution of CAFFECoR was discussed. The charter amendment will be voted on 10/21/13.

4. Dean’s Report

Dean Edelgard Wulfert made the following announcements.

1) The installation ceremony for the new president was held this past Saturday. His address—posted on the university website—lays out his vision for our campus community. In the address he highlighted four key priority areas.
   a. *Expanding the portfolio of degree granting programs*, i.e. those that will attract new students or students we have not currently had on campus.
   b. *Attracting Out-of-state and International students*.
   c. *Increasing Community Engagement*. The University will continue to pursue ways to get faculty and students more engaged in our immediate local community, as well as broader communities within the state (i.e. New York) and nationally.
   d. *Growing University Resources*. This will be a two-pronged strategy that seeks funded research and gifts. Faculty members are in a good position to help the Development Office to secure gifts, establish connections, etc.

2) As in past years, the Dean has appointed a committee with four professors at the distinguished rank who will review the sabbatical requests and make recommendations. Sabbatical leaves serve the purpose of enhancing the faculty member’s value to the university by increasing the research portfolio, improving scholarly or teaching skills, etc. All sabbatical proposals must specify what scholarly pursuits the faculty member will undertake while on leave. All proposals will receive written feedback.

A councilor asked what percent of sabbatical requests have been denied in the past.

The Dean clarified that last year there were approximately 22 requests; the committee recommended against three, but one faculty member was encouraged to amend the proposal, after which it went forward with a positive recommendation. Of the 22 requests, two were ultimately denied.
A councilor member asked if budgetary concerns will affect the number of sabbatical requests approved.

The Dean clarified that all recommendations are based strictly on academic criteria.

3) The Dean reminded faculty to get procurement cards for travel that involves booking flights.

A councilor asked if the CAS travel awards will be funded this year through state money or indirect cost return from the research foundation.

As the source of funding changes from year to year, the Dean was unsure about this year’s funding source, but was going to find out. [The Dean later informed the Council that this year’s travel award will be funded with ICR; no p-cards are needed.]

4) The committee organizing the CAS 20th Anniversary celebration still needs volunteers from among the council members.

5) The annual CAS Faculty dinner will be held on October 22, 2013. The Dean encouraged council members to attend.

5. Committee Reports

Nominating (from Karin Reinheld):

Nominations at large were sought.

Tenure and Promotion (from Marie Rabideau):

The T&P Committee will meet for the first time on Friday, Oct. 11th, for orientation including the Dean’s charge. We won’t meet again until November.

The Dean added that the president wants to accelerate the timeline starting with next year to have all tenure and promotion cases finalized by commencement. The deadline for mandatory tenure cases to be forwarded to the Dean’s office may get moved up by two weeks.

A councilor asked for clarification on whether or not this will affect faculty workload expectations, particularly over the summer months. The Dean stated that this change will not affect individual faculty members; however, the T&P Committee may have to meet more frequently or add members to deal with the volume of cases in a shorter time period.

Faculty Development (from Liming Zhou):

The Faculty Development Committee has no activity yet. The first meeting will be tomorrow, 10/10/13.

Academic Planning (from Nick Creary):

We have no new business to report on the Academic Planning Committee.
Academic Programs (from Marlene Belfort):

The Academic Programs Committee has initiated the review process of course action proposals. Proposals are being e-mailed to members of the APC on Wednesdays and are also be located in a shared folder. Proposals are being reviewed and voted upon on a weekly basis and recorded on a spreadsheet in the shared drive. The chairs of the committee also met with a group in the Dean's office to discuss how the new General Education requirements will be handled by this committee and other committees of the CAS Council.

Academic Support (Fan Pen Chen):

No business to report as of yet. Academic support offers to help academic programs and can do so when advised.

6. Old Business
NONE

7. New Business

1) Last year there was some duplication of work with the Academic Support Committee can and the General Education Competency plan approvals. Each Department can either create a new course to meet these or explain how an existing course meets these requirements. CAS council does not need to approve changes to existing courses to meet this requirement because the Gen Ed committee has their own committee that will do this. However, CAS will review new courses proposals.

   Councilor members expressed concern that some proposals cross over and are not clear cut. Jim Mower will send her a note asking for clarification. We will hear more about the General Education competencies at the November meeting.

   A councilor asked if the General Education committee is governed by faculty or university administrators.

   It was clarified that the General Education committee is a sub-committee of the (UAC), a committee of the University Senate.

2) Jim Mower asked for comments about amending the bylaws to facilitate committee work. Currently all committee chairs must be councilors. However, since we have a lot of assistant professors this year on the CAS council this isn’t possible. He opened discussion on whether or not we should amend the bylaws to allow non-councilors to chair committees of the CAS council.

   A councilor asked if there is anything in the bylaws asking that departments appoint councilors who are associate or full professors. Currently there is not.

   A councilor recommended that department chairs can be encouraged to appoint more senior faculty to the CAS council. Another councilor suggested that this request might best come from the Dean.
A councilor suggested that CAS council can request that alternates be appointed to help deal with this issue.

A councilor recommended against any requirements. As departments are composed of different ratios of senior and junior faculty members, which fluctuate over time, they may not be able to meet this request.

A councilor asked if committees do not really need a councilor to be a chair. Jim Mower suggested a potential problem in allowing non-councilors to be chairs is that the Chair of CAS Council could potentially appoint chairs supporting his or her view on a controversial decision.

CAS Council will continue to discuss this matter.

3) A councilor asked that a discussion of the ‘monetarization’ of academic programs be put on the CAS Council agenda for this year. This is something that seems to be affecting, and frustrating, many faculty members. Jim Mower asked that the councilor bring forth a proposal for discussion on this topic to the next meeting.

4) A councilor asked that a discussion of faculty governance over online learning be put on the CAS Council agenda for this year. This is something that the administration undoubtedly will pursue and the faculty should have a say in the academic aspects of such a transition. Jim Mower asked that the councilor bring forth a proposal for discussion on this topic to the next meeting.

The meeting adjourned at 5:00 PM.

Minutes submitted by Joanna Dreby