CAS Faculty Council Meeting
14 September 2011
AS 122
3:30pm


Not in attendance: Eszter Szalczer, Jogindar Uppal, Mathias Vuille

After a welcoming statement from the chair, Annis Golden, meeting attendees introduced themselves.

1) Approval of Minutes:
After reading and discussion and a correction, Patricia Pinho was in fact present, the minutes from the 4 May 2011 meeting were approved.

2) Chair’s Report:
- Announcements were distributed in hard copy covering a variety of topics [see attached].
- Attention was drawn to looming deadlines as detailed on the announcements sheet.

3) Senate Report:
- No senate report as the senate has yet to meet.

4) Dean’s Report:
- Status of GenEd proposal. At the last Senate meeting in April 2011, UAC attempted to introduce a proposal for forming a Gen Ed Advisory Committee that would oversee the implementation of the new Gen Ed program; however, the introduction from the floor did not achieve a 2/3 majority for consideration and the proposal was not discussed. The reason likely was that many senators considered the formation of an Advisory Committee as premature, given that the new Gen Ed program has yet to be discussed and approved by the Senate.
- Strategic plan. The Provost has appointed seven committees to advise on the implementation of the university’s new strategic plan. The Dean serves on a committee dealing with undergraduate academic issues (e.g., GenEd, writing program).

UAlbany Impact. The provost attended a recent CAS Chairs Council meeting to explain the UAlbany Impact initiative (an outgrowth of the New York SUNY 2020 project). The university has identified six areas of investment (e.g., human health and biomedical sciences; emerging technologies; environmental and economic sustainability; public service and policy; business and entrepreneurship; liberal arts and sciences). Deans, Chairs and faculty have been invited to contribute to propose initiatives that fall under one or more of these headings. The time frame is tight because proposals for the first round are due at the end of September. The Dean expressed concern that this might disadvantage a unit as complex as CAS, but she has invited Chairs to develop proposals for the first round of funding. There will be future funding opportunities for additional proposals. At present it is not clear what resources will be available and how many proposals will be funded. Priority will be given to proposals that either significantly increase the university’s research portfolio, address growing enrollment needs, or both. Documentation about the UAlbany Impact is online and has a five year horizon.
5) Committee Reports:
- **Nominating:** Elana Gordis has been working on the roster of committee assignments. Currently work in progress. Questions of balance are being carefully considered. Some chairs still need to be appointed. Still looking for non-council members. Elana requests that inaccuracies in the committee assignments be reported as soon as possible.
- **Tenure and Promotion:** Charles Hartman reports that T&P has had a meeting and will get organized in early October.
- **Faculty Development:** Nothing to report.
- **Academic Planning:** Nothing to report.
- **Academic Programs:** Nothing to report.
- **Academic Support:** Nothing to report.

6) Old Business:
- Last year, the Council voted in favor of amending the College bylaws to change the rules for the composition of the T&P committee. A large number of cases is expected in the near future and the T&P committee would like to have additional flexibility for addressing all of the various requirements for reviewing cases. However, the bylaws are not clear about exactly what the mechanism is for implementing changes, once they have been voted on by the Council. Article IV needs to be changed (see attached) to provide a clearer mechanism for amending the bylaws. It was proposed that “Faculty” should be amended to “Faculty Council” to correct an apparent error in section IV.2. Further proposed changes to Article IV to provide more clarity on process were discussed, though it was decided that the only change that would be brought to a vote was the change to Article IV.2 to add “Council” as discussed above. 25 in favor, 1 opposed, no abstentions. Other changes to Article IV.2 will need to be addressed at a subsequent meeting.

7) New Business:
- What procedures should be in place to propose amendments to the bylaws? Lack of clarity needs to be addressed. Moreover, some of the Council committees have heavy loads, but others, such as Academic Planning and Academic Support have light workloads. One possibility is to reconfigure the council to equalize the workload. Annis Golden proposed charging the Executive Committee to propose mechanisms for amending the bylaws. The bylaws state that the Executive Committee has an advisory role to play in assisting the Council Chair and thus this proposed charge seems to fall in its purview. The executive committee could query other council members as needed for input on suggestions for proposed bylaws changes. There was a motion that the Executive Committee be charged with procedural recommendations for consideration by the Council for amending the bylaws. 25 approved. One abstention.

A motion to adjourn was moved and seconded. The meeting adjourned at 4:30pm.

Minutes submitted by K. Earle.

Not in attendance: Teresa Ebert, Adam Frelin, Bill Pyszczymuka, Ester Szalczer, Jogindar Uppal.

1) Approval of Minutes:
Jim Mower pointed out that at the September meeting, Youqin Huang filled in for him. After distribution and review by councilors in attendance, the minutes from the 14 Sep 2011 meeting were approved.

2) Chair’s Report:
• The chair made several announcements concerning upcoming deadlines and events including Homecoming, Benevolent Association Grants, FRAP A, and nominations for Outstanding Teaching Award. Applications for travel awards and journal support are due October 28th and. The Fall Faculty meeting will be held on October 26th.
• The Executive Committee and Academic Planning Committee met on September 21, at the request of the Dean, to review UAlbany Impact Initiative proposals submitted by several departments within the College, and provide feedback.
• The Executive Committee also met on October 5th to discuss amendments to the by-laws. Most of the discussion on the 5th centered on clarifying the amendment proposal procedure. The Committee will be considering additional revisions at future meetings.
• As a point of interest for the CAS Faculty council, anyone can submit a request for an agenda item to be added to the agenda with two days notice.

3) Senate Report:
• Elana Gordis reported on the University Senate meeting. There was a detailed presentation by the Provost regarding SUNY 2020 and its impact on the Albany campus. It focused on the rational tuition plan and timeline for the implementation of the impact proposals.
• The Provost also reported on campus activities and enrollment. The entering class has 159 out-of-state students, which represents a 36% increase from last year. The Honors College enrollment increased to 126 students, up from 119 last year.
• Committees also gave their reports at the senate meeting. Governance presented a motion on the use of clickers for recording votes, which passed.

4) Dean’s Report:
• The Dean began by expressing thanks to the Academic Planning Committee and the Executive Committee for providing input to her on the first round of UA Impact proposals. She recognized that due to the time constraints this was not an optimal way to evaluate the proposals because there was no time for a detailed discussion among the committee members, but that the committee nevertheless did an excellent job in accomplishing this task. Of fourteen proposals submitted, nine were reviewed and prioritized during this round while the others were returned to the departments to be improved and submitted for the next round of reviews. The proposals from all Schools and Colleges were then reviewed by a committee appointed by the Provost and also by the deans. Two of the highest ranked proposals at the CAS level were also highly ranked by the review levels above CAS.
Feedback on the proposals submitted in the first round of the UA Impact initiative will be provided. Also, proposals that have not been funded can be revised and resubmitted for a later round.

The Dean announced that the College will be able to resurrect travel awards as some one-time funds are available from cost savings in the UHS program and from indirect cost recovery from funded research grants. The Council’s Academic Planning Committee will serve to evaluate and prioritize the CAS travel award requests. Provided that the proposals are of high quality, junior faculty’s travel requests will be considered with priority.

The Vice President for Research, Dr. James Dias, was invited to the Council of Chairs for presentation on indirect cost recovery and information on F&A based on expenditures. Of the 10% of indirect costs returned to the Schools and Colleges, 2% go to the Dean, 8% to the departments. The departments have discretion on how indirect cost recoveries are disbursed. The SUNY Research Foundation takes approximately 3% of the total amount generated by grants, which will be deducted from the accumulated indirect costs. From this perspective, grants with no or low F&A (e.g., State grants that may carry between 3% and 8% overhead) are less desirable because they reduce the available indirect cost return that comes to the university. CAS has a very solid F&A return rate, which indicates that many of the grants faculty garner carry a substantial overhead rate (e.g., federal grants).

There was a question about training grants, and while they do not generate overhead, they are nevertheless beneficial because they fund graduate students. Based on the combined grant activities of all UAlbany units including the main campus, CNSE, and HRI, UAlbany is comparable to Stony Brook. Without the grant activities of CNSE and HRI, UAlbany’s grant portfolio is more similar to that of Binghamton.

5) Committee Reports:
- **Nominating**: All roster slots filled except for one non-councilor on faculty development. Committee chairs have the roster.
- **Tenure and Promotion**: One organizational meeting. First meeting to review cases in November.
- **Faculty Development**: Haven’t met yet. Will meet after FRAP A proposals are submitted.
- **Academic Planning**: Nothing to report.
- **Academic Programs**: Reviewed and approved 9 course forms.
- **Academic Support**: Not met yet.

6) Old Business:
- The procedure for amending by-laws was presented on a handout distributed to councilors. In view of the requests for changes by the Tenure and Promotion Committee, the question of how to amend the bylaws became pressing. There was not much clarity on the process from the bylaws themselves. At the executive council meeting, article IV, concerning amendments was carefully scrutinized. What is the role of the chair? How is input from CAS faculty assessed? Supposing an amendment is proposed by the council and approved. Can the amendment process stay in council, or should it be reviewed by the entire CAS faculty? Does the chair have discretionary power over limiting further input? Suppose an amendment is proposed and voted on by council. Does the council’s vote suffice, or should it go to the entire CAS faculty? One reading of the current language suggests that if the council votes that it does not need to be sent out, the chair may still send it out. The chair does not have the discretion to refrain from sending an amendment out if the faculty council requests input from the entire CAS voting faculty. The intent is to clarify procedures, not alter the original bylaws, as far as they are understood. It was suggested to add ‘next’ as a way of clarifying the timeline on votes by the entire faculty. The intent is to be more inclusive on contentious issues, rather than exclusive of faculty input. There was extensive discussion on the requirements attendant on precise wording and its impact on intent. A motion was proposed and seconded to keep the original language 19 for, 1 against, 1 abstention. Consistent with the newly articulated requirement to vote on whether
to send an approved amendment to the entire CAS Faculty, a motion was proposed and seconded to send the amendment to the faculty for approval. The motion was defeated: 2 for, 17 against, 2 abstentions.

- There was then a vote on whether to send the previously approved amendment to Article 1.3.2.1 (regarding the composition of the Tenure and Promotion Committee) out for a vote by the full CAS Faculty. It was unanimously decided that the amendment did not need full CAS Faculty approval.
- An amendment was proposed to Article 2.1.2.3 regarding the responsibilities of the Recorder. The amendment proposed that the sole responsibility of the recorder is to record and prepare council minutes; the recorder does not have to serve on a committee as well. There was a motion to approve, which was seconded. The motion passed: 21 0 0. It was unanimously decided that the amendment did not need full CAS Faculty approval.

7) New Business:
- Notice was given of an open comment period on the Report of the Course Assessment Advisory Committee. It was noted that this is a matter of major concern to the Tenure and Promotion committee. Committee members noted that consistency across the college is key, but some flexibility to accommodate individual departmental variations would be useful. The Chair asked that all councilors consult with their departments, gather reactions to the Report and its recommendations, and report back via email prior to the next Council meeting on November 9. These responses will be compiled for discussion at the November Council meeting (the deadline for responses will be November 11).

A motion to adjourn was made and seconded. The meeting adjourned at 5:06 pm.

Minutes submitted by K. Earle.
CAS Faculty Council Meeting
9 November 2011
AS 122
3:30pm

In attendance: Eloise Briere, Pinka Chatterji, James Collins, Duncan Cumming, Jason D’Cruz, Keith Earle, Teresa Ebert, Virginia Eubanks, Adam Frelin, Annis Golden, Susanna Fessler (for Charles Hartman), Janna Harton, Jim Mower, Stacy Newman, Jayanti Pande, Patricia Pinho, Bill Pyszczymuka, Charles Scholes, Mihye Seo, Leonard Slade, Jr., Kate Strully, Amy Murrell Taylor, Jogindar Uppal, Edelgard Wulfert, Jing Zhang

Not in attendance: Elana Gordis, Sylvia Roch, Eszter Szalczer, Mathias Vuille, Ing-Nang Wang

1) Approval of Minutes:
Minutes from 12 October 2011 meeting were approved.

2) Chair’s Report:
• There will be a full meeting of CAS faculty on November 30th from 3:30 – 5:00; a reminder will be sent.
• November 21st is the deadline for CAS Travel Award applications.
• Following the last Council meeting on October 12, councilors were requested to gather feedback from their colleagues in their home departments to the recommendations proposed by the Course Assessment Advisory Committee in the draft report that has circulated campus-wide. Thirteen of twenty-two CAS departments provided feedback. The content has been summarized and distributed. There will be further opportunity for discussion under New Business, when members of the Committee provide an overview of their recommendations and address questions.

3) Senate Report:
• Elana Gordis was unable to attend the CAS Faculty Council meeting. Annis Golden summarized her report on the October 24th meeting of the Senate.
• The Provost reported for the President.
  o On 9/27/11, Governor Cuomo announced that New York State has entered into agreements providing for investments valued at a total of $4.4 billion over the next five years from five leading international companies to create the next generation of computer chip technology. The agreement includes $400 million in state funding for CNSE.
  o The Governor and PEF leadership reached agreement on a contract: 4-year contract, 1st 3 years no salary increases, then 2 percent increase, then furlough days in the last year. Impact on UAlbany: There are just under 40 PEF member employees here. As prior unions go is how UUP goes; the UUP contract still being negotiated.
  o NSF day to boost federal research funding was a big success.
  o 3rd annual fall festival was a success: 7,000 people attended with lots of activities.
  o Tribute was held for Vincent O’Leary on October 16, 2011.
  o October was “community service” month—mini camps with regional grade school and high school students, action service fair after. Also a regional forum on engaging student through classroom and community, service learning in academic disciplines.
  o Occupy Wall Street: 200 students protested on the podium in support.
• A question to the Provost from Senator Dan White regarding shared services proposals led to a discussion of what kinds of services would be shared among SUNY campuses—particularly shared presidencies. The Provost said several pairs of campuses have shared presidencies: There is no
intention of pairing beyond the 3 already paired. Discussion followed regarding how this related to the Chancellor’s argument for Rational Tuition Increase. Her goal is to ensure that as much of the money brought in would go toward academic programs, so she’d do what she could to reduce administrative costs. She put out a call for 64 campuses for shared service alliances. This involves to a large extent the financial services component: Many small campuses have administrative services that end up amounting to more money per student than larger campuses. Shared services is a way to create clusters of campuses to which an administrative service could work. Seven to eight alliances have been formed. Community colleges not required to play—they are funded differently. Eastern shore of NY is our cluster, Plattsburgh to Purchase. Kinds of services are IT, HR, Accounting, Purchasing. It seems most likely that UA would end up incorporating services of smaller campuses into our structure.

4) Dean’s Report:
• The chair’s council discussed the course assessment proposal.
• Summer session courses may become available online. Faculty who are interested in offering online summer courses are invited to take a training course. Faculty will receive a one-time stipend of $1,500 after having offered their first online course. The Dean encouraged faculty to take advantage of this opportunity because online teaching may increase in importance in the future.
• The Dean shared information about a discussion at the Chairs Council. Chairs generally spoke against hiring full-time lecturers to assist with increasing enrollments because of perceptions that this would set up a two-tier system of research versus teaching faculty. As a viable alternative for the humanities and social sciences, post-doctoral fellows were suggested, as their appointment would be time limited and having held a post-doctoral position would be a stepping stone toward their future academic careers.
• UAlbany impact proposals were reviewed and scored by a provost-appointed committee and by the dean’s council. Two of the CAS proposals were top-ranked (RNA Institute and Atmospheric Science proposals). While funds have not yet been released, the dean anticipates that 1-2 faculty members will be funded this year and she hopes that additional lines will be provided in following years, but much will depend on budgetary developments.
• There was further discussion concerning full-time lecturers. Post-docs were viewed as beneficial to bridge gaps resulting from faculty losses (CAS has lost 40 faculty lines during the past three years) until resources become available to hire more faculty, but they should not replace full-time faculty. Post-docs would benefit from a teaching appointment because it would allow them to acquire experience and make them more marketable. A Councilor asked whether post-docs would replace VAPs; the dean stated this would not be the case and that the choice would be the department’s.

5) Committee Reports:
• Nominating: In the absence of Elana Gordis, Annis Golden reported that the Committee has nearly completed its slate with the exception of one required non-council member.
• Tenure and Promotion: Susanna Fessler, reporting on behalf of Charles Hartman, reported that Charles tried to put together a response to the Course Assessment Advisory Committee’s recommendations, but T&P was not able to reach consensus for a unified response.
• Faculty Development: Jayanti Pande reported that the Committee completed their review of the FRAP A proposals and will be submitting their final report due to the Dean’s office on the 14th.
• Academic Planning: Amy Murrell Taylor reported that the Committee will be taking up the review of the CAS Travel Awards after the 21st submission deadline.
• Academic Programs: Pinka Chatterji reported that the Committee approved three additional proposals for a total of nine. Geography and Planning is promoting a minor program to a major
program. Details available on request. Atmospheric and Earth sciences have terminated two programs due to lack of faculty.

- **Academic Support:** Charles Scholes reported that the Committee will have its first meeting on November 10.

6) **Old Business:**

- The Chair announced that the Dean has given her approval to the three amendments that were approved at the October 12 meeting, and that the Council voted did not require discussion and vote by the entire CAS Faculty. The amendments concerned the process for amending the by-laws, procedures of the Tenure and Promotion Committee, and the position of Recorder. This is the final step in the approval process; the amendments will now be incorporated into the by-laws.

7) **New Business:**

- Council Co-recorder. The Chair noted that Co-recorder (or back-up recorder) is an unofficial position on the Council but felt that the Council should nonetheless approve of the selection of a Council member for this position. Stacy Newman has agreed to serve in this position. Motions to approve and second were made. The motion carried.

- Course Assessment Advisory Committee. A delegation from the Course Assessment Advisory Committee members introduced themselves. They presented their findings as part of the feedback tour. Summaries of the committee’s report and recommendations were distributed. The Committee was broadly constituted and included faculty as well as students. The Committee’s charges were divided up according to questions concerning the structure of course assessment tools in themselves and the technical mechanisms for acquiring student input. It was felt that course evaluations in isolation are of fairly limited use. A more multi-pronged response to performing teacher evaluation is supported. In fact, it is actually mandated by the University. One of the recommendations is that this multi-part response be more uniformly applied.

Recommendations and observations of the Committee included the following:

- Multi-part evaluation is important.
- Students don’t make many distinctions on the SIRF criteria.
  - Students are most responsive to Overall course/Overall instructor (campus-wide).
  - There should be a mechanism for including department-specific questions.
- There should be targeted, instructor-specific questions.
- The overall course/overall instructor information can be shared with students.
- What information should be available to students to help them choose their courses?
- There should be more control over professor evaluation than just accepting the highly selection-biased information that appears on, e.g., ratemyprofessor.com.
- The evaluation open window should be extended.
- Methods for evaluating on-line courses or other non-traditional methods should be developed.
- A standing committee for course evaluations should be established.

There were a number of questions posed by councilors. One question that arose was what is the role of ITLAL in all this? It was noted that faculty can take advantage of ITLAL resources or others. It’s not either or. How does one quantify the unquantifiable? Are there metrics that can be used? Mechanisms for sharing need to be worked out. How much information should be shared with students? Sharing SIRF reports may only become a self-fulfilling prophesy. Could SIRF scores stigmatize inexperienced teachers? Could junior faculty have a rolling average reported? Opinion was divided on the subject of sharing SIRF information with students. One point of consensus emerged
that it’s not appropriate to assess teaching performance on the basis of one number. Part-time faculty were not represented as well as they could have been on the committee. Another problem was the diminished student participation following the move to the online, out-of-class format. In addition, with the online method, there is very little instructor control about the conditions under which the course evaluations are completed. There was also a concern about students who rarely attend class. One suggestion that was made would be to keep the evaluation in the classroom, but make it electronic. It was also recognized that students need input to make rational decisions about course selection. It was suggested that the University investigate the feasibility of designing a system where students could click through the online class schedule to syllabi from instructors.

A motion to adjourn was moved and seconded. The meeting adjourned at 5 pm.

Minutes submitted by K. Earle.
1) Approval of Minutes:
Minutes from the 9 November 2011 meeting were approved without changes.

2) Chair’s Report:
- FRAP A proposals have been reviewed by the Faculty Development committee of the Council, and also by the Dean; they have now been forwarded to the Office of the VP for Research, where they will be reviewed in conjunction with the University Senate’s Council on Research, together with proposals from the rest of the University; announcement of awards are expected February 3, 2012.
- Winter Commencement will take place on Sunday, December 4; this year’s recipient of an honorary doctorate from the University, as announced by President Philip at November 21 University Senate meeting, will be Elizabeth Kolbert, whose book *Field Notes from a Catastrophe: Man, Nature, and Climate Change* was the 2006 selection for the Campus-Wide Reading Project.

3) Senate Report:
- From the President: President Philip reiterated his previously announced intention to retire, but indicated that he will stay until the position is filled with a permanent (non-interim) replacement. No further cuts are anticipated in next year’s state budget, following the multiple years of reduction – anticipates entering a “rebuilding” mode. NYSUNY 2020 is still in process; UAlbany has responded to requests for modification. The UA endowment is increased by $10 mil since this time last year, which the President attributes to the highly visible nature of student engagement with the community, since most of the donations go to support student scholarships.
- From the Provost: The Provost announced that two reports produced by the working groups of the Program for Career, Leadership and University Excellence (CLUE) – which is an outcome of the 2009 Going Forward Plan – have been placed on the website for the Office of the Provost. One addresses Quality of Life at UAlbany, and the other Professional Staff Retention. Reports from on Promotion and Tenure and on Faculty Retention will follow. And all will be incorporated into the University’s Strategic Plan. The Provost also announced that a template for future UAlbany Impact proposals has been created and will be circulated for future rounds of these proposals.
- A resolution was discussed on Student Health Insurance which would require students taking 6 or more credits to purchase insurance through the University if they were not adequately insured. The resolution was approved.

4) Dean’s Report:
- The Dean compared this year’s meeting with last year’s meeting in the PAC, which was acknowledged to be a difficult meeting. This year the college is looking at things from a more positive perspective because there have been no further budget cuts.
- CAS has moved forward and welcomed seven new faculty members this fall. All lines were funded by the Provost via the Campus Financial Plan and CAR resources.
- There are fifteen authorized searches for the fall, including thirteen for tenure track positions. These lines will be financed from CAS resources based on projected retirements.
The Dean also addressed the participation of UAlbany in the NY SUNY 20/20 challenge, noting that the governor has invited the four university centers to submit proposals for state support.

The Board of Trustees has adopted a “rational tuition policy” that implements modest annual and predictable increases. The university plans to admit 1,300 new students, including 1,050 additional undergraduates over the next few years. The increased teaching needs generated by these enrollments will be satisfied with an increased number of faculty lines as well as lecturers and post-docs stemming from the NY SUNY 2020/UAlbany Impact initiative.

In the first round of the UAlbany Initiative, there were 30 proposals including eight from CAS. A Provost appointed faculty committee and the Deans Council evaluated the proposals, and the Dean was pleased that two CAS proposals and one proposal from another Academic Affairs unit were most highly ranked. The Provost has given preliminary approval to conduct searches.

There will be additional UAlbany Impact rounds in the future, including the following one in February or March. The Dean offered to work with departments who did not submit or were not successful in the first round. Of particular interest will be proposals from departments with high enrollments because the increased student demand must be met. New programs will also be considered if they promise to be attractive to students.

The Dean also mentioned the SUNY faculty diversity program and reported that CAS has submitted five requests and thus far has had one line approved by SUNY; she hopes that additional lines will be funded. As the Dean is co-chairing the President’s Council on Diversity and Inclusion, she stressed the importance of achieving diversity as an important goal, that to date we have achieved in the student body but not yet among faculty in all disciplines.

The Provost has appointed seven committees charged with providing recommendations on the implementation of specific strategic goals from the University’s new strategic plan. The Dean serves on a committee that deals with the implementation of a new Gen Ed program and a University writing program. She stated that due to the complexity of the issues discussions are ongoing.

The Dean then provided the following statistics concerning CAS faculty’s accomplishments. Based on 2010 data, CAS faculty teach 76% of the University’s undergraduate students and provide 90% of the Gen Ed instruction; CAS also houses 20% of the University’s master’s and 47% of the doctoral students.

CAS faculty have also been very successful in raising the College’s funded research profile. Compared to the previous four-year average (from 2004/4 to 2006/7) of $9.2 M, funded research has increased by 100% to $18.7M.

The Dean then mentioned notable accomplishments of individual faculty members, including Fulbright scholars, NEH and private foundation awards, an artist’s exhibition at the Metropolitan Art Museum, and the recipients of Excellence in teaching and in research awards as well as the Chancellor’s award.

Finally, the Dean congratulated Professor John Monfasani, Department of History, who was recently promoted to the rank of Distinguished Professor.

John Pipkin presented the Dean’s Award for Outstanding Teaching. The recipients were Richard Fogarty, History Department, and Martin Hildebrand, Department of Mathematics and Statistics. Both recipients combine strong teaching records with strong research and service records. Their accomplishments are featured on the CAS website.

5) Committee Reports:

- **Nominating**: All positions except for one have been filled for all committees. The Vice Chair is still seeking one non-councilor for the Faculty Development Committee.
- **Tenure and Promotion**: No representative was present.
- **Faculty Development**: The FRAP A reviews have been completed.
• **Academic Planning**: Review of travel awards is currently under way; the committee will make its recommendations by Dec 19th.

• **Academic Programs**: This committee is charged with addressing student grievances and reported that there were none this semester. The committee reviewed 15 requests for changes in degree programs, which are reported in more detail in the Council’s November minutes.

• **Academic Support**: The chair thanked John Pipkin for his work on preparing the minutes of the committee’s meeting in which the Dean’s Award for Outstanding Teaching was discussed.

6) **Old Business:**

• Meeting attendees were made aware of the summary document for the proposed changes to teaching evaluation and assessment.

7) **New Business:**

• No new business.

• The Chair reminded those present that items for the agenda may be submitted up to two days before a meeting.

A motion to adjourn was made and seconded. The meeting adjourned at 4:30 pm.

Minutes submitted by K. Earle.
In attendance: Pinka Chatterji, James Collins, Duncan Cumming, Jason D’Cruz, Keith Earle, Teresa Ebert, Virginia Eubanks, Adam Frelin, Annis Golden, Elana Gordis, Charles Hartman, Janna Harton, Fernando Leiva, James Mower, Bill Pyszczyymuka, Mihye Seo, Timothy Sergay, Leonard Slade, Kate Strully, Amy Murrell Taylor, Ing-Nang Wang, Edelgard Wulfert, Jing Zhang

Not in attendance: Stacy Newman, Jayanti Pande, Sylvia Roch, Charles Scholes, Eszter Szalczer, Jogindar Uppal, Mathias Vuille

1. Approval of minutes from CAS Full Faculty Meeting of 30 November 2011

2. Chair’s Report

   Announcements

   • CAS Conference Travel Fund Program applications due 2/27/12 (AS-217, original plus 3 copies) (http://www.albany.edu/cas/nav_cas_information_for_faculty_and_staff.shtml)
   • Nominations for President’s Award for Undergraduate Research are due 3/1/12 (Cindy Endres, AS 217)
   • FRAP B Applications due 3/9/12 (AS-217, original plus 10 copies) (http://www.albany.edu/research/Forms/FRAP.pdf)

3. Senate Report

   • The Provost and President were at UAlbany Day and thus were absent from the Senate meeting.
   • Nominations by teaching faculty for the Presidential Search Committee have been forwarded. Voting occurred but results were not made public at that time.
   • FRAP A proposals were reviewed. Of the 15 received, 11 were funded.
   • CPCA has reviewed one case so far this semester.
   • The CAS at-large Senate seat is open so that needs to be filled.
   • Charter Amendment 1112-03A: Creation of Council on Administrative Review and Evaluation: CARE (GOV) was discussed (but not brought forward for a vote) regarding establishing a council on administrative review and evaluation (CARE). There was a discussion regarding terms of the evaluation, the subject of evaluation (individuals vs. units) and concerns were raised about the nature of the review. A memo from President Philip was read, stating that the President does not support and will not approve the amendment because the Senate has no authority for this type of evaluative activity. There was discussion in the senate regarding how to proceed.
   • Senate Bill 1112-08: “Principles for a Just Community” Statement—Removal from University Documents (CAFFECoR) was discussed and brought to a vote. This bill concerns removal of Principles for a Just Community statements from the university documents where those statements remain in order to be consistent with the rest of the universities documents from where the language has already been removed. The bill passed with 39 approving, 14 opposing, and 7 abstaining.
Three resolutions were brought forward for a vote by David Wills, regarding program deactivation:

- **Senate Resolution 1112-03R**: Resolution to Investigate Violations of Governance Procedures in the Matter of the 2010 Program Deactivations
- **Senate Resolution 1112-04R**: Resolution to Institute Specific Consultation Procedures Before Enaction of Deactivations
- **Senate Resolution 1r 3.112-05R**: Resolution to Determine Offerings in European Languages and Classical Studies in Accordance with UAlbany’s Mission and Strategic Plan

A lengthy discussion of these resolutions, in particular resolutions 1112-03R and 1112-04R, followed a statement by David Wills introducing these Resolutions. At the end of the discussion, the Resolutions were put to a vote, with the following outcomes:

- **Senate Resolution 1112-03R**: Approved: 39; Opposed: 13; Abstained: 2
- **Senate Resolution 1112-04R**: Approved: 44; Opposed: 9; Abstained: 1
- **Senate Resolution1r 3.112-05R**: Approved: 40; Opposed: 12; Abstained: 1

### 4. Dean’s Report:

- **Summary of activities of UAlbany Day.** The purpose was to thank the legislature for having passed the NY SUNY 2020 initiative and to thank them for not having cut the budget again. There was a rally at 5 PM on the Concourse, which the chancellor attended, and seven or eight legislators made brief remarks. In addition to UAlbany, the entire SUNY system also had a display, and the event was very successful. Videos/displays showcased programs and over 1,000 students attended, many high school juniors and seniors.

- **Details regarding the second round of NY SUNY 2020 UAlbany initiative.** The second round of this initiative is underway. The Provost has sent out guidelines for proposals. Guidelines have been forwarded to individual departments. The Dean will involve the CAS Faculty Council in the review. She has asked departments to return proposals on Feb. 27, which leaves two weeks for the review before the Mar. 15 deadline when proposals need to be submitted to the Provost. The Dean recommended the involvement of the Council, including the Executive Committee and the Planning Committee, who were involved in the previous round of review. After the CAS review, the proposals will be evaluated at the Provost’s level. The Provost has appointed a review committee comprised of faculty from across the University. CAS appointees are Randy Craig, John Delano, Nancy Denton, Susanna Fessler, Teri Harrison and Richard Zitomer.

  Councilors then asked several questions of the Dean regarding NY SUNY 2020/UAlbany Impact Proposals. The Dean did not know how many and which proposals will be funded, or for how much. She noted that in the pilot round only the first year of two CAS proposals has thus far been funded.

### 5. Committee Reports: 
Nominating Committee: We will be filling at large seat on the University Senate

Tenure and Promotion Committee: On schedule, mandatory cases are done, rest are pending and will be reviewed.

Faculty Development Committee: No new business, will soon be busy with FRAP B. (The Chair was away and thus not in attendance at the meeting.)

Academic Planning Committee: Reviewed Travel Award applications. There were 72 applications, $40,000 funds. Applications were ranked and sent to the Dean. The quality was high, and the committee wanted everyone to receive some travel support. Second round of applications will begin at the end of February.

Academic Programs Committee: Reviewed 12 additional proposals, have reviewed 26 total this year, with 18 pending. End date for submission of CAFs is 3/15.

Two proposals reviewed by the committee were large: The Electronic Music and Media program has been suspended as a program, and it won’t be its own concentration. This program is also creating an honor’s program. The other large proposal was from Atmospheric Sciences and involved revisions to BA programs, including changes in course sequences that had large impacts for the major, closing geology, and detailed changes related to the environmental biology program. These changes were viewed as relating to improving curriculum and making it more accessible to students.

Academic Support Committee: No new business.

6. Old Business

None

7. New Business

1. Reminder-if you want to bring an item to the agenda, Council needs two days notice to get it on agenda.

2. Discussion of bylaws and structure of Council with the goal of making the workload more equitable. Council discussed what committees actually do as compared with the stated activities according to the bylaws, and a handout was distributed regarding business of the standing committees.

Nominating Committee: Seems to function as per by laws

Tenure and Promotion Committee: Seems to function as per by laws

Faculty Development Committee: Reviews FRAP A and B proposals
Academic Planning Committee: For some time did not have business as per by laws, and travel awards came in at the same time as FRAPs, which would have overwhelmed the Faculty Development Committee. Thus, Academic Planning has taken up the business of review of Travel Award applications. Also last fall, Academic Planning participated in reviewing NY 2020 proposals, together with the Executive Committee. Other councilors may have been added to cover relevant discipline areas. This committee has also led responses to larger academic issues like Gen Ed requirement changes.

Academic Programs Committee: Reviews CAFs, also is supposed to oversee student awards and grievance committees. This committee ends up being quite overburdened.

Academic Support Committee: Consultation to Dean and Council on computing center services, libraries, shops, physical space, technical support, personal. This committee has had the least to do.

A key issue is that the Academic Programs Committee is heavily burdened by CAFs, whereas the Academic Support Committee has very little business most of the time. A discussion followed regarding the best solution, and possible enlisting the Academic Support Committee in reviewing CAFs. It has also been hard to get people to serve on and chair Academic Programs Committee because it has reputation of being committee with heaviest workload. The proposal of having Academic Support help in some way with the task of Academic Programs was discussed, with input from Professor Pinka Chatterjee, current Chair of Academic Programs.

Points raised during the discussion:

- Main work of the Academic Programs Committee is student grievances and CAFs. The Dean’s office sends the six-person committee the proposals, then within a week everyone emails votes and/or questions. The Chair informs the Dean’s office, and if there are questions, the Chair has to troubleshoot. Some proposals are very complex, and without enough time something may be missed. It can be difficult to feel like you have thoroughly reviewed a proposal as Chair if it is complicated.
- Adding more members could help but could also complicate things.
- Perhaps a second committee or second Chair could help.
- Question of whether we need an Academic Support Committee was raised. That committee does not have regular tasks, but it may need to address issues that arise, and if money becomes available they may have more work. It is not good practice to get rid of a committee because we are anticipating never having resources. It would be better to preserve the structure.
- One possible solution would be to have two separate committees, with Academic Support supporting Academic Programs. Some proportion of proposals would go to academic support. They would do same work independently, and the Academic Programs wouldn’t have to track it independently and would still be charged with other Academic Support duties.
- The question of whether the learning curve would justify having two committees do this work. One response was that people tend to want to work and provide meaningful service.
• One suggestion was made to divide work in such a way that more routine matters, rubber stamp, goes to Academic Support, and then Academic Programs get more involved ones.
• The Dean commented that Academic Programs always has heavy workload. The Dean suggested reducing the Academic Support Committee, and extending the Academic Programs committee to have co-chairs, and then charge Academic Support with grievances and student awards. This would be a change in by laws and would require being submitted to the faculty.
• A comment was raised that the administrative process may be too burdensome. Maybe Academic Support could investigate how to make the process less burdensome and simpler. The Dean suggested that Greg Stevens would be a good resource for examining this idea.
• A comment was made that we could see an increase in CAFs because of UA NY 2020.
• Academic Programs Chair suggested more members for this committee and separate Chairs for fall and spring.

CAS Council Chair suggested that the Executive Committee meet to follow up on suggestions regarding Academic Programs and Academic Support Committees, and also about getting sense of how committees feel about workloads and what changes people might want. That group can come up with a proposal to bring to Council as a whole regarding one or more ways of ameliorating the situation.

4:58: Motion to adjourn, seconded. Meeting was adjourned.

Minutes respectfully submitted by Elana Gordis
CAS Faculty Council Meeting
March 21, 2012
AS 122
3:30pm


Note: in order to accommodate the presentation on the GenEd proposal, the agenda was restructured and committee reports and the Vice-Chair’s Senate Report were submitted electronically following the meeting. Please see the attached document.

1) Approval of Minutes:
Minutes from 8 February, 2012 meeting approved with the following changes: Keith Earle switched from ‘in attendance’ to ‘not in attendance’. The word ‘universities’ was changed to ‘university’s’ in the second to last line in page one.

2) Chair’s Report:
   • Announcements: Authors and Artists Reception 3/27/12, Facilities Master Plan Informational sessions on 4/3/12, 4/4/12, and 4/5/12. Distinguished Dissertation and MFA Project Awards nominations due to Greg Stevens by 4/11/12. Ice cream social: 22 May, 2012. Chairs will be requesting participation in the Closer Look Admitted Diversity Student Open House on 3/31/12 and the Open Houses for Accepted Students on 4/14/12 and 4/15/12.
   • The Chair thanked everyone who participated in the 2020 review process.

3) Senate Report: Please see the attached document.

4) Dean’s Report:
   • The Dean thanked the faculty reviewers for their input on the 2020 review process. There were a total of 48 proposals submitted by schools and colleges.
   • The Dean provided information on the current status of the Facilities Master Plan (FMP), which is an ongoing process. The current plan, if carried out, will have consequences for CAS. At least two departments (Sociology and Geography & Planning) are slated to move from the uptown to the downtown campus because an empty building as swing space is required on the uptown campus to conduct the planned renovations. The Dean has advocated for retaining the integrity of CAS at the FMP Advisory Committee because of the research commonalities among departments. The architects have analyzed space usage on all three campuses. The uptown campus has a very high utilization rate compared to the downtown campus, and moving two departments is expected to even the load between uptown and downtown campuses. The move would not happen before 2015. A new science building is also planned on the uptown campus and several science departments will be relocated. The architects are currently meeting with the affected department and are requesting input into the decision-making process.
   • Meeting dates for public presentations of the FMP are listed on the agenda; faculty are encouraged to attend one of the meetings to see details of the plan and provide input.
• One idea underlying the FMP is to provide more synergy between uptown and downtown campuses. The goal is to address current and future needs looking ahead 20 to 30 years.
• A question was raised as to how research labs will be incorporated into new spaces? The emphasis will be on incremental change.
• A concern was expressed that research relationships were not accurately reflected in the presentations of the FMP.
• In addition, several councilors raised concerns that the data used by the developers of the FMP were not accurate.

5) Committee Reports: Please see the attached document.

6) Old Business:
• JoAnne Malatesta, Senate UAC Chair, made a presentation on the updated GenEd proposal. The GenEd proposal arose from changes in SUNY mandates. A task force was formed to craft a proposal. Input from departments offered significant suggestions for changes. The original proposal foundered due to concerns about unfunded mandates. UAC took the input and tried to craft a reasonable response. The current proposal is a compromise based on communication with faculty and students. Not everyone will be satisfied. The idea is to reduce the number of required GenEd courses to 10 (thirty credit hours), including mathematics, lower-level writing, arts, humanities, natural sciences, social sciences, U.S. history, “international perspectives,” foreign language, and “challenges for the 21st century,” a UAlbany “signature course” that replaces the earlier proposed “world within reach” category. The lower level writing component is still under consideration. The emphasis is to try to streamline the GenEd requirements.
• In addition to the 30 credits of course work in specific areas, the proposal contains 3 major competencies, that are intended to be accomplished within the student’s major: critical thinking, oral and written communication, and information literacy.
• A General Education Advisory Board will be formed to provide GenEd a ‘home’. This would be a way to preserve institutional memory. The Advisory Board will provide guidance on implementation issues initially, but will switch to more of a monitoring role in the future.
• A three-year transition period into the new requirements is envisioned.
• The proposal will go to the floor of the senate on 2 April.
• A councilor from an area studies department expressed major concerns about being removed from the curriculum. Apparently there has been extensive discussion on UAC, but these deliberations have not been widely reported. Concerns were expressed by the councilor from foreign language studies as well. A concern was expressed that the proposal is presented in a data-free context. Citations are needed to support the underlying rationale for the need for the nature of the revisions that are being proposed.
• There was discussion of the “writing competency.” A clear statement of requirements for the writing course should be articulated. The issue is that a ‘one-size-fits-all’ approach does not address different emphases in different departments.
• There were several detailed questions about process, implementation, and authority. It was emphasized that the advisory board will be a resource. Implementation is still a work in process. Crafting of guidelines would be useful for implementation.
• JoAnne Malatesta emphasized that one of the important drivers for this process is time to completion for transfer students. Transfers currently account for 50% of the undergraduate student body.

7) New Business:
Because of time constraints, planned new business related to a Council response to the Facilities Master Plan was deferred until the next Council meeting, scheduled for April 11.
A motion to adjourn was moved and seconded. The meeting adjourned at 5:00 pm.

Minutes submitted by K. Earle.
Standing Committee and Senate Reports for
March 21, 2012 Meeting of the CAS Faculty Council

The following reports were submitted electronically, following the March 21, 2012 meeting, because of time constraints created by discussion of the final version of the University’s General Education Proposal with JoAnne Malatesta, Chair of the University Senate’s UAC.

**Nominating Committee**

The nominating committee has been working on filling senate seats for CAS, soliciting nominations for at large councilor and professional councilor, and is gearing up for filling vacating council slots.

**Tenure & Promotion Committee**

The Tenure and Promotion committee continues to meet regularly and expects to complete its work by the end of the semester.

**Faculty Development Committee**

The FRAP-B applications are all in and the review process will be starting soon. The committee is scheduled to its first meeting on 3/22/12) and the report has to be submitted to the Dean's office by April 6th.

**Academic Planning Committee**

The committee just completed the second round of travel award application reviews this week and forwarded its funding recommendation to the dean. Members reviewed only 15 applications for $15,000 of funding, a ratio far more favorable to applicants than in the first round, so in the future departments should encourage faculty to submit applications for this second round of travel money. The committee is also developing recommendations for revising the award application.

**Academic Programs Committee**

- Since beginning of 2011-2012 academic year, APC has reviewed/is reviewing 72 proposals. There are about 8-10 outstanding proposals that are now being entered into the system that will be reviewed. To date, since the beginning of the academic year, we have approved 43 proposals. Since the last meeting, we have approved 17 proposals.

- We are piloting a new system in which members of the Academic Support committee essentially are functioning as members of the APC. Overall, this is going smoothly. We are planning to have a meeting at the end of the semester to gauge the success of this pilot (this meeting has not been scheduled yet but it will be in May). My main concern with the system is that even with these changes, I am not sure we can handle all the CAFs we’re going to get in the next year or so if the new GenEd proposal is approved.
• We are reviewing one major proposal that will be discussed at the next Faculty Council meeting. This proposal is a major revision of the MA in Liberal Studies program. The entire focus of the program is being re-worked to improve quality.

**Academic Support Committee**

The major effort of the Academic Support has been to work with Academic Programs in reviewing Course Action Forms. The committee has to date reviewed about 15 such forms.

**Senate Report**

Senate report, meeting March 5 2012

The President and Provost were not there, but Steve Beditz, Interim VP for Finance and Business provided a report.

• The challenge grant which is part of the NYSUNY 2020 proposal is under review and is expected to be approved immediately after the state budget is approved.
• An amendment to the 2020 legislation was proposed which would provide extensions for the full five years even though only four years are left.
• Chancellor Zimpher has discussed some of her priorities including shared services. Her goal is to shift 5% of administrative budgets to academics.
• Chancellor Zimpher emphasized the costs associated with academic remediation. According to the Chancellor, SUNY spends $70 million per year on remediation and believes the money could be used for other initiatives.

There was a report on a special meeting of the Senate Executive Committee that the involved discussion of several issues

• Issues related to the Presidential Search: Members of the SEC met with the search form for consultation about desirable qualities in the next President.
• Follow-up on Resolution 1112-04 (regarding consultative processes in the cases of program deactivations) and 1112-05 (maintaining offerings in European Languages and Cultures in accordance with UAlbany’s mission).
• After discussion about Resolution 1112-04 regarding consultative process, the SEC concluded that a procedure for consultation at the “earliest possible stages” already exists and that because the Senate is defined as a consultative body, there is no way to enforce a requirement like this from the body of the Senate. Thus, there is no appropriate action for the Senate to take on the matter.
• On Resolution 1112-05, the SEC decided to delegate the forming of the committee to the Governance Council.

During the March 5 meeting of the full Senate, Senator Wills asked for clarification about the decision not to take further action. Chair Fessler commented that the decision resulted from the
belief that a process is in place and nothing more needed to be done, but she deferred to SEC members who were present at the meeting. UPPC Chair Lifshin reported that the SEC discussed the issue at length and that issues regarding how the resolutions were brought to the floor (they were not moved through committee first) as well as the lack of clarify about what actions were to be taken made it difficult for the SEC to determine appropriate actions in response to Resolution 1112-04R. The SEC concluded that it was more a statement of principle. Resolution 1112-05 was referred to GOV (Governance Council). Senator Lifshin clarified that the decision not to take action on Res 1112-04R did not reflect disagreement with the spirit of the Resolution.

New business:

Bills:

- **UAC 1112-09**: To end admissions to GEO Concentration of Env. Science BS & GEO Minor in DAES. There are no faculty members with geo experience and expertise. The department has terminated graduate and undergraduate programs and now want to terminate minor and concentration. Students currently enrolled will be seen through to graduation.
  Passes: 77% of vote

- **UAC 1112-11**: Revisions to the BA in Economics. Proposal for Math 101 to be able to satisfy the math requirement only for the BA not the BS. Math supports the change. Effectively makes BA students able to take lower math class but not fewer classes.
  Passes: 61% of vote.

- **UAC 1112-12**: Changes to curriculum in East Asian studies. This was tabled to later senate meeting that needs to be brought forward to SEC, tabled without objection.

- **UAC 1112-13**: Changes to POS concentration (political science). Proposal is to have students declare concentration at an earlier stage, not that it is set in stone, but it will make things smoother.
  Passes: 92% of vote.

- **UAC 1112-14**: Proposal is to change prefix in Public Administration and Policy courses. This will allow consolidation of courses. Instead of having PAD and PUB courses, the proposal is to convert to all PUB.
  Passes: 96% of vote.
CAS Faculty Council Meeting  
11 April 2012  
AS 122  
3:30pm


1) Approval of Minutes:
• The minutes from the 21 March 2012 meeting were approved with minor corrections.

2) Chair’s Report:
• Announcements: UAlbany Forum on Community-Engaged Scholarship in Research Universities 4/20/12; CAS Ice Cream Social Tuesday, 5/22/12.
• There was a presentation by Perkins and Will, the architectural and planning organization retained to develop and implement the Facilities Master Plan. The presentation was sparsely attended. Steve Beditz, Interim VP for Finance and Business identified Errol Millington, Director of Campus Planning, as the individual who should be contacted with concerns. The presentation by the lead consultant was introduced as being intended to foster dialogue. It was noted that two buildings would need to be vacated to allow for relocation while renovation of the podium goes on; there will not be enough space freed up by the vacating of the old Business building by the School of Business departments when they move into the new building, given that some departments still remain in that building, and planned expansions of departments envisioned as part of the 2020 initiative (187 new faculty and 1350 new students). Geography and Sociology were not specifically mentioned as candidates for removal from the podium, though in order to handle new faculty and students some departments would have to leave the podium under one scenario proposed. Currently, Business and Education are not candidates for moving, nor are the Sciences. An alternative scenario allows for the possibility that no departments would be relocated from the podium; however, one consequence of this scenario is that podium renovation would be extended by 10 years due to the need to build a new building off the west end of the podium.

3) Senate Report:
• 2 April 11, 2012. The Provost gave a report noting that the NYS Assembly passed a budget and SUNY was not negatively impacted. JoAnne Malatesta, UAC Chair, gave a presentation about the GenEd program. It was a contentious meeting. The goal is to make it easier for students to satisfy GenEd requirements. Diversity requirements were most significantly impacted by the proposed changes. The proposal was approved. A student speaking against the new GenEd guidelines was removed from the meeting. One senator felt that the question should be reopened given that not all senators were allowed to speak before the question was called, which raises questions of procedure.

In subsequent discussion among members of the Council, it emerged that the student was removed by a member of the committee for academic freedom. The councilor from LACS stated that his department would continue to contest the new GenEd proposal. The Vice Chair was asked who made the motion at the Senate meeting to call the question, but this was not clear. It was just known that at some point, the Secretary called the question.
4) **Dean’s Report:**

- The Dean announced a forum on Community Engaged Scholarship featuring Dr. KerryAnn O’Meara, Associate Professor of Higher Education, College of Education, University of Maryland 20 April 1:15 – 3:15. One goal of the forum is to raise awareness of different modalities of scholarship. For performing artists, for example, different standards apply. Awareness of these different modalities is important in preparing and assessing tenure cases when faculty are engaged in non-traditional scholarship.
- The Dean thanked Pinka and other committee members of the Academic Programs Committee for their expeditious review of the MALS program.

5) **Committee Reports:**

- **Nominating:** Has been working on filling 19 non-elected Senate slots. Now working on slots opening up on the Faculty Council. There is one at-large councilor and one professional councilor slot that remains to be filled, as well as the Vice-Chair. The Vice-Chair requested that members of the Council contact her with nominees.
- **Tenure and Promotion:** Review of 16 cases has been completed; 2 remain. Next year there will be over 20 cases to consider.
- **Faculty Development:** Work on FRAP B was completed, and recommendations made to the Dean.
- **Academic Planning:** Work for the year is completed.
- **Academic Programs:** 15 course action forms were approved since the Council’s last meeting. To date: 67 have been approved; 20 remain to be reviewed. A revision to the Master of Arts in Liberal Studies program was approved. At first, the emphasis will be on Humanities. A concentration in the Sciences may be appropriate in the future. Core requirements can be satisfied by various means. The Academic Support Committee has been enlisted to help process course action forms. Academic Programs will revisit participation of Academic Support at the end of the academic year.
- **Academic Support:** Has been working with Academic Programs Committee.

6) **Old Business:**

- Facilities master plan: Representatives from Geography and Planning, Economics, and Sociology Departments collaborated on drafting a response to the plan to send to President Philip, which was presented for discussion. The draft was prepared using the Council’s deactivation response letter from last year as a model. The Dean recommended finalizing the letter sooner rather than later. One councilor asked whether the proposed relocation was temporary; the Dean responded that relocations from the uptown to the downtown campus were intended to be permanent ones. Expansion of faculty mandated by 2020 requires more space and better utilization of podium space. Some departments will have to move under this model. Suggestions included a request for better communication, identifying relevant contact persons, and clarifying the timeline for completing the planning process. Comments and suggestions made during the meeting were to be incorporated into the draft and then circulated to the councilors for approval by e-vote.

7) **New Business:**

- CAS travel award guideline modifications were proposed based on experience with the current procedures. One proposed change would involve input from councilors for subsequent presentation to the Dean. One suggestion was to promote lecturers to priority category in order to improve their opportunities for funding. The idea was that it would be a way of recognizing the contributions of term and one-year lecturers. One councilor asked that the council members remember that tenure-track faculty are under pressure to publicize their work and that travel awards are one mechanism for facilitating this objective. Support for the current ranking came from several councilors. An alternative suggestion was made to lecturers to a second tier category for support and demote tenured
professors. It was observed that an allocation process for travel funds is necessary because of scarce resources and heterogeneous populations. Discussion revolved around how to make the evaluation process more equitable. A motion was made and seconded to carry the discussion to the next meeting.

A motion to adjourn was moved and seconded. The meeting adjourned at 5:07pm.

Minutes submitted by K. Earle.
CAS Faculty Council Meeting
9 May 2012
AS 122
3:30pm


Not in attendance: Jason D’Cruz, Virginia Eubanks, Adam Frelin, Stacy Newman, Jayanti Pande, Eszter Szalczer, Jogindar Uppal, Jing Zhang

1) Approval of Minutes:
Minutes from 11 Apr 2012 meeting approved noting that Jim Collins, Janna Harton, and Mihye Seo were in fact in attendance.

2) Chair’s Report:
• Annis Golden thanked everyone for their service both to those just rotating on and just rotating off. Elana Gordis will take over as chair on 15 May.
• At the Dean’s request, an ad hoc committee was formed after the Council’s last meeting to evaluate candidates for the distinguished dissertation awards from CAS. Eight dissertations were recommended for an award.
• The CAS Ice Cream Social will be Tuesday 22 May 2012.

3) Senate Report:
• The Senate met on April 30. Teresa Harrison from Communication presented data on student athletes. It was announced that the athletes are meeting academic performance standards. Several bills and resolutions were discussed. Resolutions on deactivations were discussed. Governance is preparing a report on procedural issues related to deactivations. A resolution on the composition of foreign language requirements was passed. Changing course requirements for foreign language minors was contentious but passed. A bill for policies on misconduct in research was tabled due to its contentious nature. Chris Wagner was elected Vice-Chair.

4) Dean’s Report:
• The Dean relayed that at the Master Plan meeting strong opposition to splitting up CAS to accommodate the master plan was expressed on the basis of intellectual arguments as well as transportation issues. Funding the projected transportation needs is a real concern. A concern was raised that faculty input from affected departments is not being appropriately considered.
• The Dean reiterated the Chair’s appreciation for the contributions of various councilors and expressed her appreciation for Annis Golden’s leadership.

A councilor asked why communication seems to be such an issue for the presenters at the master planning meetings. The Dean explained that the architects state that two free buildings are needed at any one time to accomplish planned renovations. This issue has driven the desire for increased use of the downtown campus particularly during the daytime.

Further discussion followed regarding transportation between the uptown and downtown campuses, which represents a significant problem for flexible use of space resources. The planned renovations are part of a SUNY-wide initiative. In developing creative ways for accomplishing the renovation goals, it is important to distinguish between renovation money and new building money. This came up in discussions with the Art Department who had offered to move to the downtown campus.
5) Committee Reports:
- **Nominating Committee**: The committee has been quite busy finding councilors for a few remaining positions. The committee chair stated that efforts were made to enhance the transparency of the selection and election processes. The Council Chair added that the Council By-laws do not give specific direction with regard to procedures to follow in uncontested elections.
- **Tenure and Promotion Committee**: The committee has finished its work except for one case. Given the projected case load in the next academic year (2012-2013), three new members will be added to the committee.
- **Faculty Development Committee**: The committee has completed its evaluation of FRAP B applications and noted that in the process of evaluating the applications, some issues with consistency were uncovered.
- **Academic Planning Committee**: The committee has completed its work on travel awards for the year.
- **Academic Programs Committee**: The committee has processed 13 more course action forms were. Currently there are 6 outstanding. A total of 90 forms were approved this year.
- **Academic Support Committee**: The committee is continuing to work with Academic Programs on reviewing course action forms.

6) Old Business:
- Academic Planning had proposed reprioritizing the rankings of faculty candidates for travel awards (see April minutes). A summary document was prepared for the councilors’ perusal (see attachment).

   After further discussion, reflecting the divergent cultures in various departments, a vote on the proposals was called. Proposal 1: 5. Proposal 2: 11. Proposal 3: 3. There was one abstention due to questions of eligibility (new councilor).

7) New Business:
- Council officer elections. Jim Mower was elected Vice Chair, and Tim Sergay was elected Recorder by acclamation.
- Committee assignment preference worksheets were distributed to councilors.
- Janna Harton and Mihye Seo of the Faculty Development Committee gave a brief summary of issues concerning FRAP proposals. In particular, there was concern that the expertise of FRAP evaluators was not sufficiently broad to provide a fair assessment of all proposals. Clearer guidance to faculty applying for FRAP funds on how to make an intelligible presentation for layman was suggested.

Annis Golden adjourned the meeting at 5:02 pm.

Minutes submitted by K. Earle.