In attendance: Amy Bloch, Pinka Chatterji, Fan Pen L Chen, James Collins, Jason D’Cruz, Joanna Dreby, Teresa Ebert, Michael Ford, Elana Gordis, Janna Harton, David Hochfelder, Fernando Leiva, Jim Mower, Karin Reinhold, Paul Roundy, Charles Scholes, Mihye Seo, Timothy Sergay, Leonard Slade, Jr., Jogindar Uppal, Marlene Williams, Dean Edelgard Wulfert.

Not in attendance: Alexander Shekhtman, Barbara Sutton, Jing Zhang.

1) Approval of Minutes: Minutes from 9 May, 2012, meeting approved with following changes: strike the term “minors” from sentence where it occurs; under New Business, strike sentence starting with “In particular…”

2) Chair’s Report:
   - Faculty Student highlights due to Senate by 09/14/12;
   - Candidates must notify the Chair and the Dean of requests for consideration for promotion or early tenure date of Jan 15 2014 by 09/15/12
   - Sabbatical and other professional leave requests for the 2013-2014 academic year are due 10/1/12 to the Dean
   - Discover Graduate School Fair 2012 is 10/10/12 from 3-6 pm, SEFCU Arena.
   - Homecoming/Family/Reunion weekend is October 12-14.
   - FRAP A applications are due 10/12/12 to AS-217 (original plus 10 copies)
   - Nominations for CAS Dean’s Award for Outstanding Achievement in Teaching due 10/18/12 to John Monfasani in AS-217
   - Conference Support Award requests with letter of support from the Department Chair are due 10/26/12 to AS-217, original plus 5 copies.
   - Journal Support Award requests with letter of support from the Department Chair are due 10/26/12 to AS-217, original plus 5 copies.
   - Tenth Annual College Faculty Dinner is 10/30/12 at 5:30 in the Italian American Community Center
   - Full CAS Faculty Meeting is 12/12/12 from 3:30-5 in the PAC Recital Hall
   - Nominations for CAS Dean’s Award for Outstanding Achievement in Teaching due 10/18/12 to John Monfasani in AS-217
   - Conference support applications due 10/26/12 to Dean’s office
   - Open House for Prospective Students is Saturday, 10/13/12

3) Senate Report: Elana Gordis gave the senate report
   - A final bill was brought to vote by CERS (Council on Ethics in Research and Scholarship), specifically on the handling of accusations of unethical conduct, which sought to clarify rules and procedures. The bill passed with 88% of vote.
   - An amendment to the Gen Ed bill to add 3-credit requirement for U.S. Diversity and Pluralism failed with 32% of vote.
• Amendment to Bill 1112-15 Senator Caban proposed changing language in diversity requirements from “areas beyond Europe” to knowledge of history and culture of one African, Asian, or a Latin American/Caribbean nation or region (collectively known as the “global south”). Motion to refer this amendment to UAC passes with 71% of the vote.

• The Senate scheduled a special meeting 5/31 to discuss the 2012 program deactivations (due process, violation of bylaws, etc.) but there was no quorum and no vote.

• Jim Collins asked for clarification on CERS committee tasks

4) **Dean’s Report:**

• The Dean announced the appointment of a new president, Dr. Robert J. Jones; he is an accomplished scholar with a broad range of experience, a broad perspective, and he possesses a vision for the campus. The new president will be on campus on 09/21/12.

• News from the Dean’s office:
  - John Pipkin has completed his term as associate dean.
  - The Dean has appointed two faculty members as associate deans, John Monfasani (for arts, humanities, area studies) and John Delano (sciences and social sciences).
  - John Delano will be coordinating FRAP proposals.

• The retirement of Assistant Dean Greg Stevens has led to changes. Assistant Dean Kathy Gersowitz is now responsible for issues related to both the undergraduate and graduate academic program. A search is underway for an assistant dean to handle tenure and promotion cases and special projects. Amy Jupin from Psychology has come up to the Dean’s office for secretarial support.

**Q & A and additional topics following Dean’s formal report:**

*Jason D’Cruz* asked about the new president’s focus on academic enrichment, arts & sciences, athletics. Dean’s response: Dr. Jones came up through faculty ranks in Minnesota and has held many administrative positions; it is reasonable to expect that he has a good understanding of A&S.

*Jim Collins* asked about the possibility of the new President fielding questions from faculty during the September 21 meeting. The Dean assumed that Dr. Jones would briefly address faculty and students and come to campus for visits before his official start date in January.

*A new round of 2020 proposals.* The Dean sent department chairs directions for the new round of 2020 proposals, due 11/05/12 in her office, to leave time for the CAS Council to review them.

*Dean Wulfert* notes: The CAS associate deans will be available for consultation on the 2020 proposals. She encouraged faculty to make use of this consultation. She particularly encouraged the arts and humanities to make innovative proposals and to seek to convince the Provost’s faculty review committee of the transformative nature of their proposals as these are more likely to be funded.

*Jason D’Cruz* asked whether interdisciplinary proposals are being particularly encouraged. The Dean responded that such proposals are indeed encouraged but the Deans of all participating Schools/Colleges would have to rate a particular proposal as a high priority.
Jason D’Cruz noted that some senior members in his department were concerned that a 2020 line would mean no replacement for a needed programmatic replacement of an imminent retiree. The Dean stated that this is not a valid concern. Replacement lines are typically funded by CAS resources, whereas 2020 proposals are funded by new money from the Campus Financial Plan. She stated that for the Provost to approve a line benchmark data are taken into account. Similarly, the university may embark on a new doctoral program review under Kevin Williams, and results may also be taken into account in the decision to allocate resources to a department. Specific metrics are not known at this time, but departments will be asked to provide input.

5) Committee Reports:

- **Nominating:** Jim Mower: This committee is responsible for making sure Faculty Council is staffed. We will send out announcement for senator at large nominations, by email. Bill has moved us from CAS computing for a failsafe network. Announcement coming soon.
- **Tenure and Promotion:** The Chair is TBD. Three councilors sit on that committee, with the remainder being non councilors. Committee size varies with number of cases coming through. Faculty Development: FRAP-A’s still not submitted.
- **Academic Planning:** Traditionally reviews conference travel applications. Hopefully there will be such funds.
- **Academic Programs and Academic Support:** We have a committee set for CAF’s, so these committees will be getting work. Pinka Chatterji will be chairing Academic Programs: Pinka Chatterji: our role is to review CAFs. We were working with Academic Support under Charles Scholes to review CAFs; that worked well. I met with Elana and [immediate past Council Chair] Annis [Golden], and with Cindy from the dean’s office. Charles Scholes will act as Co-chair. Now he will take care of votes on his end, I will do the same from my end. Charles Scholes: we’re looking at a huge workload given the Gen-Ed changes.
- **Elana Gordis:** we’ve started thinking about committee tasks: bylaws versus reality. We didn’t want to get rid of Academic Support because things change and there may be matters for this committee to handle in the future. Helping with CAFs seems a good solution for the under-utilization of Academic Support. Anyone on either committee will be doing an appropriate amount of work, neither overburdened nor redundant, both undesirable states. We will propose amending bylaws to allow experimental adjustments to workloads of committees. Elana Gordis: we did our best to honor people’s preferences. But we’re trying to rectify imbalance in committee workloads: that was the most important factor.

6) Old Business:

How duties are organized is a continuing topic, but it will fall under committee reports. Move right to committee reports. CAFs and their organization. Jim and I worked on formulating committees. There are new councilors and junior faculty to learn what the committees do. Listing of committee assignments is ready but very much a draft. Some assignments of chairmanship are tentative.

7) New Business:

Jason D’Cruz moves to adjourn. Next meeting is 10/10/12.

Elana Gordis adjourned the meeting at about 5 pm.
Minutes submitted by Timothy Sergay.
CAS Faculty Council Meeting  
October 10, 2012  
AS 122  
3:30pm

**In attendance:** Amy Bloch, Ariel Caticha, Fan Pen Chen, James Collins, Jason D’Cruz, Joanna Dreby, Teresa Ebert, Michael Ford, Elana Gordis (Chair), Janna Harton, David Hochfelder, Fernando Leiva, James Mower, Karin Reinhold, Paul Roundy, Charles Scholes, Timothy Sergay, Mihye Seo, Barbara Sutton, Jogindar Uppal, Marlene Williams, Dean Edelgard Wulfert.

**Not in attendance:** Pinka Chatterji, Alexander Shekhtman, Leonard Slade, Jr., Jing Zhang.

1) **Approval of Minutes:** Minutes from the September 12, 2012 meeting were approved.

2) **Chair’s Report:**

   **Announcements**

   - Department, faculty and/or student highlights for October Senate Meeting due 10/12/12 (to Jay Oddi at joddii@albany.edu)
   - Discover Graduate School Fair 2012 is NOW: 10/10/12, 3-6:00 p.m., SEFCU Arena
   - Homecoming/Family/Reunion Weekend is October 12-14, 2012
   - FRAP A Applications due 10/12/12
   - Benevolent Association Research Grants for matriculated graduate students are due to the Department Chair by 10/12/12 for the fall round of competition and 1/28/13 for the spring round of competition
   - Nominations for CAS Dean's Award for Outstanding Achievement in Teaching due 10/18/12 (to John Monfasani, AS-217)
   - Conference Support Award requests with letter of support from Department Chair due 10/26/12
   - Journal Support Award requests with letter of support from Department Chair due 10/26/12
   - Tenth Annual College Faculty Dinner is Tuesday, 10/30/12 (5:30 p.m., Treviso by Mallozzi’s at the Italian-American Community Center)
   - Cases for promotion and continuing appointment due 11/1/12 to the Dean’s Office (mandatory and non-mandatory tenure cases) for decision by 08/31/13
   - Sabbatical reports due in CAS Dean’s office by 11/1/12 for sabbaticals taken in spring 2012 or full academic year (fall 2011-spring 2012). Faculty member should send via e-mail to Steve Galime at sgalime@albany.edu with copy to Department Chair and support staff member.
   - Full CAS Faculty Meeting is 12/12/12 from 3:30 p.m.-5:00 p.m., PAC Recital Hall
   - 2020 Proposals are due on 11/5/12. Please use updated forms located at:  
   - Faculty Participation Requested: Open House for Prospective Students is Saturday, 10/13/12

3) **Senate Report:** Jim Mower gave the senate report.

   The Senate voted on 2 resolutions.

   - Resolution 1 (1213-01R): The President, as chair of the faculty, violated Article 1 Section 2.2.2 of the By-Laws by failing to consult formally with the Senate prior to the 10/1/10 announcement of program deactivations. This resolution was defeated.
• Resolution 2 (1213-02R) The President, as chair of the faculty, violated Article 1 Section 2.4.1 of the By-Laws by failing to provide a particularly detailed written response to the Senate comments in response to deactivation of programs of 11/15/10, including Senate Resolutions 1011-01 and 1011-02. The resolution was defeated.

4) Dean’s Report:
• CAS Budget: The Dean reported that she discussed the CAS budget with department chairs at the 10/3/12 Council of Chairs meeting. She emphasized that the College has limited discretionary resources. Chairs are welcome to share the budget information with their faculty.

5) Committee Reports:
• Nominating: Jim Mower: Jim is continuing to fill non-councilor positions on critical Faculty Council committees including Faculty Development, Academic Support, and others. He is also continuing to fill remaining councilor positions from currently unrepresented departments.
• Tenure and Promotion: Elana Gordis: Elana noted that the committee is getting ready to meet at the end of October and is in the process of selecting a chair.
• Faculty Development: Paul Roundy: Paul reported that the committee will soon begin evaluating FRAP A applications.
• Academic Planning: Jim Collins: Jim reported no current business although the committee will soon begin evaluating travel grant requests. He raised a question regarding the criteria for prioritization of travel grant funding requests by academic rank. He will contact Jaime Galusha for further clarification. Jim also requested that the correct forms and documents pertaining to travel grant application and approvals be posted on the web. Another councilor suggested that chairs and the Dean’s office be responsible for informing applicants of such procedures and processes.
• Academic Programs: Charles Scholes: Charles noted that three programs were approved in Sociology, Latin American and Caribbean Studies, and Geography and Planning.
• The Dean added that the Department of Art has requested to be renamed as the Department of Art and Art History.

6) Old Business:
There was no old business.

7) New Business:
• Faculty Council Recorder: Joanna Dreby graciously agreed to act as the recorder for Faculty Council for the remainder of the 2012-13 academic year.
• Bylaws update: Elana proposed the following amendment to the CAS Faculty Council Bylaws under Article III, Section 1:
  1.8 On the initiative of the CAS Faculty Council chair or the Chair of any standing committee, and subject to the approval of the full Council, the distribution of responsibilities of each of the standing committees of the Council, except for the Tenure and Promotion Committee, may be adjusted on a year-long trial basis, in order to ensure efficient and equitable distribution of workload. Permanent changes to duties of the standing committees will be voted on after the one-year trial.
The Council approved the amendment by a unanimous voice vote.
• **Diversity retreat**: The Dean encouraged Council members to attend a retreat on November 14 sponsored by the Senate and led by Dr. Frances Kendall, consultant to the University on diversity and inclusion. Since the meeting occurs during the regularly scheduled November meeting of the Faculty Council, the Council approved a motion to cancel the November meeting, subject to the provision that committee chairs provide electronic reports to the Council Chair for distribution to councilors. The Dean strongly encouraged councilors to attend the retreat.

Minutes submitted by Jim Mower.
CAS Faculty Council Meeting  
December 12, 2012  
Performing Arts Center, Recital Hall  
3:30pm

In attendance:


Not in attendance: (Of Council Members) Ariel Caticha, Teresa Ebert, Barbara Sutton, Jogindar Uppal, Marlene Williams.

1) **Approval of Minutes:** There was no meeting in November, and thus no minutes to approve.

2) **Chair’s Report:** Elana Gordis gave the Report

**Announcements**

- Thank you for help with 20/20 initiative.
- Department, faculty and/or student highlights for October Senate Meeting due 10/12/12 (to Jay Cases for Promotion only due 12/14/12 from Department to Dean for decision by 8/31/13)
- Intersession Energy Savings Initiative (Limited Operations Period 12/21/12-1/1/13; Energy Conservation Period 1/2/13-1/17/13)
- From the Registrar: The due date for submission of all grade rosters is 12/24/12 at 11:59 p.m.
- Fall 2013 scheduling in Peoplesoft is to be completed by departments by 1/18/13. Teaching Templates are also due by 1/18/13. (Dean’s office review is January 19-25.)
- Journal Support Award application materials due to Department Chair by 2/4/13 for the spring round of competition. (Dept Chairs should submit ranked applications to Dean’s Office by 2/18/13.) (For more details: http://www.albany.edu/research/Forms/JournalSupport2012.pdf)
- Conference Support Award application materials due to Department Chair by 2/4/13 for the spring round of competition. (Dept Chairs should submit ranked applications to Dean’s Office by 2/18/13.) (For more details: http://www.albany.edu/research/Forms/ConferenceSupport2012.pdf)
- UAlbany Advocacy Day is 2/4/13 on the North Concourse of the Empire State Plaza
- Commencement is December 16, 2012 at 1:00 p.m. in the SEFCU Arena. Marching faculty should have RSVP’d by 11/26/12 by e-mailing Commencement@albany.edu with your name, preferred email address, academic department and office address. Please also let your commencement coordinator/assistant to chair/department secretary know of your participation. Further information is available at: http://www.albany.edu/commencement
3) **Senate Report:** Jim Mower gave the Senate Report

- The Senate, in October, approved a name change for the Department of Art to the Department of Art and Art History.
- The Senate approved the modification to the change in the Gen Ed requirements. More recently the change was approved by the president.

4) **Dean’s Report:** Edelgard Wulfert gave the report.

- The Dean gave a brief overview on the University’s capital investment and plans to construct an E-TEC building complex.
- The Dean’s report on the 20/20 initiative stated that during the pilot round in 2011, CAS was awarded 4 new faculty lines. During the first round, CAS received 14 lines for which searches are underway. For the second round, 16 submissions from CAS departments have just been reviewed by the Faculty Council and the Dean’s office and will be forwarded to the Provost.
- The new Gen Ed requirements will go into effect in Fall 2013. They include a new freshman writing program. This program will be administered by the Vice Provost for Undergraduate Education. A director and a cadre of full-time lecturers specifically trained in writing instruction will be hired.
- There is a new initiative underway regarding the writing program. The proposal entails hiring a director of a Writing Program, which will function similar to the Honors program, and a group of full time lecturers specifically trained in writing instruction. They will carry the lower division writing program courses. If implemented, CAS will not be responsible for this program.
- The Dean stated that she discussed the CAS budget in detail at the Council of Chairs. Faculty interested in the budget should consult their department chairs who have detailed copies.
- Faculty hires and losses: In 2011/12, CAS lost 14 faculty to resignations and retirements. Over the same time, there were a total of 23 new hires: 4 are 20/20 lines, 6 were funded via the faculty diversity program, and 13 were funded from CAS resources. In addition, the CAS part-time instruction (including Lecturers and VAP’s) has increased every year and amounts now to approximately $4.7 million.
- The Dean is co-chair of the President’s Council of Diversity and Inclusion. She reported that a consultant, Dr. Frances Kendall, has been hired to provide faculty forums and workshops sponsored by the University Senate.
- Part time instruction: there was 4.7 million in part-time instruction spent. This amount has risen every year (up by 4.5 in past year).
The Dean presented the following data on CAS contributions to the University’s instructional mission:

CAS faculty teach 77 percent of undergrad credits and 90 percent of Gen. Ed. credits. CAS departments house 20 percent of the University’s masters and 46 percent of its doctoral programs. CAS provides 68 percent of the University’s total instructional activity at both undergraduate and graduate levels with 56 percent of the University’s total tenured/tenure-track faculty. The work load of CAS faculty, measured by faculty: student ratio, in the majority of departments exceeds the University’s average of 1:19, often by far; only 5 CAS departments fall below campus average. CAS eternal funding has increased significantly since 2007.

The CAS website features faculty, staff and student accomplishments. The Dean encouraged faculty to forward pertinent information to her office for regular updates of the website.

The Dean mentioned three distinguished faculty members who had received special honors for their professional accomplishments: Eric Block from Chemistry; Lance Bozart from Atmospheric and Environmental Sciences; and Jeff Berman from English.

The Dean’s Award for Outstanding Achievement in Teaching was presented by Associate Dean John Delano to Professor Patrick Knowles from the Department of History.

5) Committee Reports:

- **Nominating**: Jim Mower: Jim is continuing to fill non-councilor positions on critical Faculty Council committees including Faculty Development, Academic Support, and others. He has filled all the remaining councilor positions from currently unrepresented departments.

- **Tenure and Promotion**: Alan Shekhtman: Quite a full load – had to consider 7 cases. Three have been done and approved and sent to the dean. There are still 4 cases in the pipeline and there are 4 cases for the spring semester so a total of 8 are still pending.

- **Faculty Development**: Paul Roundy: Paul reported that the committee has reviewed a large number of FRAP A proposals and teaching Award. They have completed the task for the semester and have completed review of all the proposals.

- **Academic Planning**: Jim Collins: Jim reported they did the 20/20 and the travel awards. Currently still reviewing 71-72 awards but will complete this by the end of the semester.

- **Academic Programs**: Pinka Chatterji. Review course action forms. No student grievances. Academic support committee - - have reviewed 29 proposals, 15 have been approved. Continuing this work

- **Academic support Committee** – Charles Scholes. Course action forms - - finished 6 and there are four more to do will be done by the end of the week!

- **Executive committee** – have also reviewed the 20/20 proposals as well. Thanks the chairs of all the committees who make up the executive committee. Evaluated the workload of the committees and have made some changes to even out the balance of the work each committee undertakes.

The Dean added that the Department of Art has requested to be renamed as the Department of Art and Art History.
6) **Old Business:**
   There was no old business.

7) **New Business:**
   • There was no new business.

   Move to adjourn. Meeting adjourned.

   Minutes submitted by Joanna Dreby
CAS Faculty Council Meeting Agenda
February 13, 2013
3:30 p.m., Arts & Sciences, Room 122

In attendance:


Not in attendance: (Of Council Members) Ariel Caticha, Pinka Chatterji, Fernando Leiva, Timothy Sergay, Leonard Slade Jr., Jogindar Uppal, Jing Zhang, Paul Roundy

1. Approval of Minutes from 10/10/12 and 12/12/12 Council Meetings. Minutes from the October 2012 meeting were approved. Minutes from the December 2012 full faculty meeting were approved.

2. Chair’s Report
   • Conference Support Award application materials were due to Department Chair by 2/4/13 for the Spring round of competition. Applications are due to CAS Dean’s Office by 2/18/13. (For more details: [http://www.albany.edu/research/assets/ConferenceSupport2012.pdf](http://www.albany.edu/research/assets/ConferenceSupport2012.pdf))
   • Journal Support Award application materials were due to Department Chair by 2/4/13 for the Spring round of competition. Applications are due to CAS Dean’s Office by 2/18/13. (For more details: [http://www.albany.edu/research/assets/JournalSupport2012.pdf](http://www.albany.edu/research/assets/JournalSupport2012.pdf))
   • CAS Conference Travel Fund Program applications due 2/25/13 (AS-217, original plus 3 copies) ([http://www.albany.edu/cas/docs/Travel_Funds_Application-FINAL.doc](http://www.albany.edu/cas/docs/Travel_Funds_Application-FINAL.doc))
   • Nominations for President's Award for Undergraduate Research are due 3/1/13 (send ranked nominations to Jay Oddi, [joddi@albany.edu](mailto:joddi@albany.edu))
   • The date by which candidates must notify Chair and Dean of Request for consideration for promotion or early tenure decision for Fall 13 review is 3/1/13
   • Department, faculty and/or student highlights for March Senate Meeting due 3/1/13 (to Jay Oddi at [joddi@albany.edu](mailto:joddi@albany.edu))
   • CAS Research Reception is 3/12/13 from 3-4:30 p.m. in the Standish Room (invitations to be sent soon, reply to Amy R. Jupin at [ajupin@albany.edu](mailto:ajupin@albany.edu) by 3/5/13)
   • Spring Tenure-track faculty renewals due to Dean's office 3/15/13 (to Steve Galime, AS-217)
   • Sabbatical reports for Fall 2012 are due 3/15/13 (faculty should send via email to Steve Galime at [sgalime@albany.edu](mailto:sgalime@albany.edu) with copy to Department Chair)

Faculty Participation Requested:
   • Thank you to all who made December commencement a success!
   • Academic/Student Services Fair and Scholars Luncheons for admitted Presidential and Frederick Douglass Scholars are 2/28/13 and 3/7/13 from 10-10:45 a.m. (Academic Fair-UNH Atrium) and 11:45 a.m. (Luncheon-CC Ballroom). Luncheon only participants should RSVP to Jaclyn Napoleon, Undergraduate Admissions, ([jnapoleon@albany.edu](mailto:jnapoleon@albany.edu) or 2-5435).
   • Closer Look Admitted Diversity Student Open House is 4/6/13, 9:30 a.m.-3:00 p.m. in the LC Concourse/Campus Center—contact Hank Shuford, Undergraduate Admissions ([hshuford@albany.edu](mailto:hshuford@albany.edu) or 6-8204)
   • Open Houses for Accepted Students are 4/13/13 and 4/14/13 (send name of department representative to Jay Oddi [joddi@albany.edu](mailto:joddi@albany.edu) by 3/25/13)

3. Senate Report

The Senate met on Monday. Jim Mower gave the report. At the meeting the Provost reported on the New Resource allocation model from SUNY Central which will be put off for one more year. Under
the model SUNY Albany may lose money. The Dean clarified that under the new formula, SUNY Albany will have a shortfall of 1.8 million. There are some SUNYs with a much higher shortfall. The plan is to distribute the shortfall over three years. There will be the opportunity to apply for money to make up for the shortfall. Because the plan will be put off for a year, everything will be recalculated before implementation so the figures may change.

At the meeting the Provost also reported that the five year capital budget is ending. The President is lobbying for an extension. This has nothing to do with operating budget.

4. Dean’s Report

At UAlbany Day there was a concerted effort to educate the legislators about the need for a critical maintenance line in the State budget. (UA typically receives 33 million dollars per year for critical maintenance; the Governor’s proposed budget contains zero dollars.)

Associate Dean for Gen Ed, Leslie Halpern, and Chair of UAC, Rick Fogarty, were invited to the CAS Chairs Council to speak about the implementation of the new general education program. After an extensive dialogue, the Chairs will continue the discussion with their faculty and develop a plan about implementation.

A question was raised as to what is expected of the Academic Program Committee whose members evaluate the new Gen Ed courses. Someone cited the Associate Dean for Gen Ed as having said that the APC does not need to evaluate the courses because they will be approved by the Gen Ed committee. The Dean countered that it is under the purview of the APC to decide whether to support a course or not. Only courses supported by the APC will be moved forward. The APC’s support does however not guarantee that the Gen Ed committee will approve the course as having met the Ged Ed requirements. It was suggested that the Council invite Leslie Halpern and Rick Fogarty to learn more about the approval process for new Gen Ed courses. It was also noted that existing Gen Ed courses will not need to be approved by the Council.

The Chairs Council also discussed the SOS survey (student opinion survey) which compares SUNY Albany to the other three SUNY university centers on different areas related to student satisfaction. SUNY Albany in a number of areas does not score as well as the other three university centers combined (individual responses from the other centers are not available). The Chairs discussed potential sources and the Dean asked that Chairs continue the discussion with their faculty.

CAS Council members recommended that comparative data from key indicators from the surveys be made available to faculty, as this might spur a discussion of the issue. Additional analyses of the SOS findings are currently underway.

5. Vice Chair of the University Senate Presentation (Christine Wagner).

Christine Wagner visited the CAS council to explain how the process of populating the Senate works. The College of Arts and Sciences has the largest group of Senators (21) who can advise the incoming President in 2013-2014. Currently 10 spots will be terminating, so CAS needs to provide 10 new names.

6. Committee Reports
Nominating – has solicited nominations.

Tenure and Promotion – continues to consider cases, although the work is almost done with just seven cases left.

Faculty Development – has no new business. FRAP A applications have been reviewed.

Academic Planning – met to review the fall travel grants. There is a new round of spring applications, and the group will meet in late February and early March for the next round of applications.

Academic Programs and Academic Support – has reviewed and approved 19 proposals. 13 are still outstanding. Through this process issues have come up with how carefully the CAS council should be reviewing the new gen ed proposals. This committee’s chairs would like a meeting with Leslie Hapburn to clarify. The CAS Council chair will send a joint email to help facilitate prior to the next Council meeting because the deadline is March 1st.

7. Old Business

None.

8. New Business

Christine Wagner, PhD, Vice-Chair of the University Senate to discuss CAS Faculty seats on University Senate (see above).

The meeting was adjourned at 4:58 PM.
CAS Faculty Council Meeting Minutes
March 13, 2013
3:30 p.m., Arts & Sciences, Room 122


Not in attendance: James Collins, Joanna Dreby, Jim Mower, Jogindar Uppal, Marlene Williams,

1. Approval of Minutes

Minutes from the 2/13/13 meeting were approved with minor revisions.

2. Chair’s Report

- A Diversity Inclusion Workshop was held.
- Spring tenure track renewals are due Friday 3/15/13.
- Fall 2012 sabbatical reports are due Friday 3/15/13.
- There are a variety of upcoming events requiring faculty participation including the Closer Look Admitted Diversity Student Open House 4/6/13 and Accepted Student Open Houses 4/13/13 and 4/14/14. Departments are asked to provide CAS the names of participating faculty.

3. Senate Report

Because Vice Chair Jim Mower was unable to attend, the chair gave the Senate report. Monday’s Senate meeting was attended by President Jones (his first Senate meeting) and by Provost Phillips. The President is on a “listening and learning” tour, visiting counties beyond Albany to promote UAlbany as regional resource, not just specific to the Capital District. Over the next two semesters he will be visiting UAlbany departments.

The budget will be maintained this year. The chancellor is pursuing infrastructure funding for critical maintenance at UAlbany. The resource allocation model that was in discussion is on hold—implementing it would have meant funding cuts for many campuses including UAlbany.

The provost announced that interviews for the Critical Thinking/Writing Program Director position are underway. In other personnel news, Vice Provost and Dean for Undergraduate Education Sue Faerman is stepping down (she is being flexible with the date to allow for the hiring of her successor) and the Provost’s Office is developing a list of candidates for the position.

The provost discussed the impacts of raising minimum wage on departments relying on work study students. The impact would be a reduced number of hours for departments with work study students (student funding would not decrease). Potential impacts from sequestration were touched upon. Each funding agency will be affected in its own way, and this will become clear in the coming weeks.

There will be a forum on online teaching 3/27/13 and 4/4/13 to encourage online distance learning and a forum on community engagement 4/2/13 and 4/3/13.

The Senate voted to change the name of Women’s Studies to the Department of Women’s, Gender and Sexuality Studies.
The spring faculty meeting will be 4/25/13 at 3pm. President Jones will sponsor refreshments at the meeting.

4. Dean’s Report

The Deans Council reviewed a large number of very good 20/20 proposals. The provost, based on input from a faculty review committee and the Deans Council, will make the final funding decisions. Departments should be notified by semester’s end to begin to prepare for searches.

The Dean is co-chairing the President’s Diversity Council which started its work summer of 2011. Subgroups worked on recruitment, retention, campus climate, work/life balance, etc. The co-chairs and subcommittee chairs summarized findings, identified priorities, and then gave the President a summary report. Diversity consultant Francis Kendall has come to campus and presented to the CAS Chairs Council, the deans and at two open faculty forums. The Dean asked that departments hosting diversity events share the information with her office and with Tamra Minor.

The Dean encouraged faculty attendance at the upcoming community engagement talks with Andrew Furco of the University of Minnesota, a national expert on community engagement. The dean stated we should be considering different types of scholarship for tenure, including community-engaged research.

6. Committee Reports

Nominating – An election was held for a professional counselor seat vacated by someone who left. Colin Henk in Chemistry is the new counselor.

Tenure and Promotion – The committee has recently considered 5 cases and only has one remaining.

Faculty Development – The committee will be reviewing Frap B applications shortly, but is down one committee member who is now on sabbatical. Each committee member will be reviewing about six applications and the committee is seeking an additional reviewer to take the remaining six reviews.

Academic Planning – The committee will be meeting shortly to review travel applications.

Academic Programs and Academic Support – The committees continue to review course action forms (CAFs). Academic Programs approved 10 and is working on another 14; Academic Support has approved 14 and is working through another 13. They have reviewed 90 CAFs so far this year and one student grievance is being addressed. There were concerns regarding how the committees were to review for gen eds, but they were told Kathy Gersowitz and Leslie Halpern are responsible for reviewing the Gen Ed components. The two committees working on CAFs started as a pilot this year and the Council now needs to review its bylaws regarding how the committees work in the future. The committees will revise a document created in 2006 detailing the review process. Leslie Halpern will join the Council next month to discuss the gen ed vision and the role of CAS reviewers.

7. Old Business

None.

8. New Business
To clear up any confusion from media reports, the dean shared that a senior colleague in the Music Department had a massive stroke recently and is on life support. She and the department have been working to cover his responsibilities.

The Faculty Council Chair thanked councilors and committee chairs for all their work this year.

The meeting adjourned at 4:20 PM.

Minutes submitted by Janna Harton
CAS Faculty Council Meeting Minutes  
April 10, 2013  
3:30 p.m., Arts & Sciences, Room 122


Not in attendance: Ariel Caticha, Mike Ford, Jogindar Uppal,

1. Approval of Minutes from 3/13/13 Council Meeting

Minutes from the 3-13-2013 meeting were approved.

2. New Business: Visit from Professor Leslie Halpern, Associate Dean for General Education

Professor Halpern visited the CAS council to clarify the responsibilities of the CAS Council in regards to course approvals and the new general education (here forward “gen ed”) requirements. The CAS Council should review any newly proposed course in terms of the general integrity of the course. The CAS Council does not need to review the gen ed requirements, and the forms attached to the new course proposal related to gen ed requirements. Once the course is approved by the CAS Council, the UAC general education committee will then evaluate the course in terms of the gen ed requirements. For courses that are not newly proposed courses, but rather are existing courses that are now requesting to meet the new gen ed guidelines, CAS Council does not need to review the course. These existing courses will filter through the CAS office and then be sent directly to the UAC for gen ed categorization review.

A council member commented that when reviewing new courses, it is hard not to notice the gen ed components of the course, especially when there are glaring items not in sync with gen ed requirements. Professor Halpern clarified that it would be great to get a heads up, and advice is welcome. However, the UAC will ultimately review the course for the gen ed requirements so the CAS Council only need evaluate the course from a CAS standpoint.

A council member asked about the criteria for evaluating the general integrity of a course from a CAS point of view. Members responded that they were codified circa 2006 under a previous dean and that it might be a good idea to have an updated set of criteria.

A council member asked about how many existing courses need to be re-codified. Professor Halpern did not have the list with her, but reminded members they review courses university wide, not just for the college of Arts and Sciences.

A council member asked for an update on how departments are working to infuse academic competencies into the major. Professor Halpern reported that departments are on hold while the gen ed advisory board comes up with learning objectives for each of the gen ed competencies. Once they are approved and made public, individual departments can move forward on updating courses.
A council member asked how these new requirements fit with the new plan for a writing center and program. Professor Halpern clarified that there will be a new course in writing and critical inquiry required of all freshman. The upper level advanced writing requirement will be infused within majors.

3. Chair’s Report

Announcements:

Department, faculty and/or student highlights for Senate Meetings due 4/17/13 for 4/29/13 meeting and 5/1/13 for 5/13/13 meeting (to Jay Oddi at joddi@albany.edu)

CAS Ice Cream Social is Monday, 5/20/13, 2:30-4:00 p.m., Campus Center Terrace Lounge

Faculty participation is requested for the Campus Clean-Up Day is Tuesday, 4/30/13. Please volunteer by signing up at: http://apps.albany.edu/volunteer/?ID=44. (Rain date is 5/2/13.)

Faculty participation is requested for Commencement Weekend is 5/18-5/19/13. Individuals should sign up at: http://apps.albany.edu/volunteer/?ID=43 and e-mail list of faculty names by 4/30/13 to Jay Oddi at joddi@albany.edu.

4. Senate Report

Jim Mower gave the report. The president’s report included an interesting budget update. Currently, state aide remains stable and there has been an increase in what can be borrowed if needed. However, there have been no further allocations for capital projects.

5. Dean’s Report

The Dean gave a follow-up report on the SOS (student opinion survey) which is administered every three years via the web. The response rate was quite low, at 13%. CAS is working with Institutional Research to obtain specific, more fine-grained analyses of the data from the larger majors with sufficiently large sample sizes. The Dean will discuss the findings without identifying specific departments.

The Dean also reported that the visit from Professor Andrew Furco, Minnesota, on community engagement was very interesting and provided insight into different methods that can be applied to community-engaged teaching, service and scholarship. Community engagement at all levels is a significant priority of President Jones and we can expect to hear more about this in the future.

6. Committee Reports

Nominating. The committee has just finished getting nominations for Senate seats from CAS departments. There are 21 seats and 22 departments. In the past there has been an at-large position. However, this year there were 21 nominations from CAS departments. So this cycle there is no CAS at-large council member.

The committee will also be looking for a new vice-chair and a new nomination for the position of recorder. A call will shortly be sent out for nominations or self-nominations. At the next meeting CAS will invite all new counselors as well as those who cycle off.
Tenure and Promotion. The committee has just one more case to review and then will be done.

Faculty Development. The Committee completed the review process of the FRAP B proposals and now is preparing the final reports.

Academic Planning. The Committee met and evaluated and ranked the travel grant applications. Members are in the midst of preparing the final reports. The change in the form has been successful.

Academic Programs and Academic Support. The Committee has been busy as there are 70 course action forms under review at this time. The CAS Council will need to decide if next year we permanently continue the shared arrangement of workload between academic programs and support committees. The Committee also will be looking for someone at IT to help facilitate the process electronically to save time.

7. Old Business

None.

A council member asked after the status of the 20/20 proposals. The Dean reported that they have been scored and now are awaiting final decisions in the Provost’s Office.

8. Other New Business

The SUNY Provost, David Lavallee, will be stepping down at end of July and will go back to faculty at SUNY New Paltz. There is likely to be a search for a new systems provost in the near future.

Meeting adjourned at 4:35.

Minutes submitted by Joanna Dreby

Dates for remaining 2012-2013 Meetings
May 8
CAS Faculty Council Meeting Minutes  
May 8, 2013  
3:30 p.m., Arts & Sciences, Room 122


Not in attendance: Sheila Curran Bernard, Jason D’Cruz, Teresa Ebert, Janna Harton, Fernando Leiva, Timothy Sergay, Alexander Shekhhtman, Jogindar Uppal.

1. Approval of Minutes from 4/10/13 Council Meeting

Minutes from the 4-10-2013 meeting were approved.

2. Introduction of new Council Members

Current and new Council members introduced themselves.

3. Chair’s Report

Announcements:

CAS Ice Cream Social is Monday, 5/20/13, 2:30-4:00 p.m., Campus Center Terrace Lounge (reply to Amy R. Jupin at ajupin@albany.edu by 5/14/13)

From the registrar: the due date for submission of all grade rosters is Tuesday, 5/21/13 at 11:59 PM. Faculty submitting grades after 5/21/13 must call the Registrar’s office at 442-5546 with the catalog and class number after they have saved the grade to their rosters.

On-line Faculty Activity Reports for the 2012-13 are due 6/1/13 though departments may have earlier deadlines. All faculty members should have a FAR on file.

Faculty Participation Requested:

Thank you to all who participated in the Open Houses for Accepted Students on 4/13/13 and 4/14/13.

Thank you to all who participated in Campus Clean-up day on 4/30/13

Commencement Weekend is 5/18 and 5/19 of 2013. Individuals should have signed up at: http://apps.albany.edu/volunteer/?ID=43 and e-mail list of faculty names should have been sent to Jay Oddi at joddi@albany.edu by 4/30/13.

4. Senate Report

Jim Mower gave the report. The incoming vice-chair is Joette Stefl-Mabry of Information Studies. A bill was put forward related to the article which caps majors and minors. The bill was passed.
5. Dean’s Report

The Dean’s office has continued to do more detailed analysis of the SOS (student opinion surveys). In the future, the Dean will present some of the findings to the CAS Council. The Dean asked if everyone’s department has talked with them about the new travel procedures which will go into effect on July 1, 2013. These new procedures do not apply to funding through the research foundation. The Travel Card must be used for all state funded travel.

The Dean reported that President Jones visited the last Chair’s Council Meeting for brief introductions and a short Q&A session.

A council member asked if all travel is expected to be charged to the new travel cards. The Dean clarified that only airfare and train fares are required to be charged to the card via the University Travel Agency. Other travel reimbursements can be charged to the card, but this is not required.

A council member asked if President Jones talked at all at the Chair’s Council Meeting about the future relationship between UAlbany with the College of Nanoscale Science and Engineering. The Dean reported that the President indicated that at that point decisions had not yet been made.

The Dean concluded her report by thanking all of the council members for their participation in the committee and welcomed the new members to the committee.

6. Committee Reports

Nominating. The committee has finished filling the new representatives for the Senate and the CAS Council. Now they are in the process of putting together the committees for next year.

Tenure and Promotion. The committee has finished all of the work for the year.

Faculty Development. The committee has also completed the work for the term, and has finished reviewing the FRAP B proposals.

Academic Planning. The committee met to discuss the travel awards. The committee allocated 25 awards. Not all applications were funded at 100 percent. The committee reported that there is a greater allotment of funding for travel in the fall than is available during the spring semester. The committee hopes that it is communicated to faculty members in the future that they are eligible for the awards just once per academic year. The committee used a revised form to evaluate the proposals this year.

A committee member asked if some faculty turn down the awards because they are not funded in full and the faculty member—especially junior faculty--cannot afford to cover the remaining expenditures. The committee clarified that they do consider academic rank and outside funding when evaluating the applications for funding.

Academic Programs and Academic Support. There have been 54 course action forms of late, and the committee has completed all the reviews. Over the year 136 Course Action Forms were reviewed. There was 1 student grievance as well. The committee reviewed major changes to the following programs: Women’s Studies, English and Atmospheric and Environmental Sciences. Women’s Studies modified the requirements for the Minor in LGBTQ Studies. English revised the 200 level
requirements for the major. Atmospheric and Environmental Sciences (DAES) has made alterations to the Climate concentration to a Climate Change concentration which matches funding from 20/20 in this area. Finally, the Chemistry Department implemented programmatic changes involving the re-initiation of two sets of sequences for courses for Physical Chemistry.

7. Old Business

NONE

8. New Business

Karin Reinhold from the Math Department was elected to be the new vice-chair of the council with a unanimous vote.

The meeting adjourned at 4:25.

Minutes submitted by Joanna Dreby