UNIVERSITY POLICY AND PLANNING COUNCIL
2011-12 CHAIR: ERIC LIFSHIN

OCTOBER 14, 2011
MEETING MINUTES


GUESTS: None

MINUTES: Minutes of September 16, 2011 approved as written

ACADEMIC AFFAIRS REPORT

No report was given

CHAIR’S REPORT

Reviewing the UPPC charter, it seems that the council has very broad authority. The implication is that UPPC has resources available to do scenario planning for resource implications of academic programs that come before it for approval, but often that is not the case. The council agreed that it would like to see resource statements in bills that come to it for approval. Dr. Fessler suggested that something like a “Campus Impact Statement” to be provided as part of the standard submittal, so that rather than UPPC having to begin from scratch, UPPC makes sure that the submitting body clearly states the attendant resource implications of any proposal. Dr. Fessler suggested that once the template for the Impact Statement is developed, it be posted on the Senate web page and required as a standard part of program proposals that are submitted to the council.

Classroom of the Future – the Facilities Master Plan group is reviewing what classroom space have, what we will need in the future, the condition of classroom space, etc. The Classrooms Committee also advises Provost Phillips and Vice President Beditz about classroom needs. The FMP has posed future pedagogical questions to the Classrooms Committee, which requested that a consulting body be formed to look into what the potential future classroom might look like. The group includes ITLAL and broad representation from Academic Affairs. They will be looking at what is possible and what that might mean for a high level view of space planning.

Provost Phillips suggested that consultants from the firm in charge of the FMP, Perkins+Will, might speak to UPPC about the FMP overall. Dr. Lifshin asked to what extent UPPC should be involved in this. Dr. Wagner offered that this might be an opportunity to be more proactive. The council will invite the FMP group to a future meeting. Committee members are invited to submit areas of interest that will be forwarded on to the consultants from Perkins+Will.

NEW BUSINESS

IMPLEMENTATION OF NEW SYSTEM FOR RECORDING SIRF SCORES

UPPC has been asked to comment on the Course Assessment Advisory Committee report posted on the committee’s wiki at https://wiki.albany.edu/display/irpe/Course+Assessment+Advisory+Committee. Several members commented on the drop in response rates of course assessments since going electronic two years ago. Suggestions in the report for improving the return rate include public posting of scores when an over 60%
The UPPC undergraduate representative, Ms. Khan, reported that this was a popular idea with students. Dr. Johnson raised the potential for slanderous and libel comments to be posted and suggested that it was very important to set policy regarding comments. Ms. Khan explained that comments would be reviewed for appropriate content prior to posting.

Dr. Wagner saw a potential role for UPPC in providing feedback on the report, but requested guidance from Dr. Szelest (IRPE) on what he wants from the council. The council agreed to invite Dr. Szelest to the October 28th meeting to provide feedback. An open forum on this topic will be held on October 19th for the entire UA community.

**DOCUMENTARY STUDIES PROGRAM**

The council recommended that the History department provide a resource statement so that it may better review the resources implicated. A physical signature from the Dean of CAS (or authorized representative) was also requested by Chair Lifshin. Review of the program proposal will be tabled until the requested materials are provided. Chair Lifshin will communicate the request with a copy to Senate Chair Fessler.

**UPPC SUBCOMMITTEES**

The RAPC and UFC subcommittees of UPPC have not been active for several years. Dr. Wagner remembers that the existence of these subcommittees was sporadic and responsibilities were unclear when he was on SEC. Also, looking at the staffing requirements of these subcommittees, it appears burdensome, and the Council chair suggested the requirement of forming the subcommittees be removed from the Charter. Dr. Fessler noted that Charter amendments are not easily proposed or passed, and she felt that UPPC, acting as a “committee as a whole” could serve as both committees. This option would not require a charter amendment. A motion was unanimously passed to request approval to serve as a committee of the whole for both RAPC and UFC from GOV. No bill will be required.

**ACTION ITEMS**

Chair Lifshin will request that the History department provide a resource impact statement for the Documentary Studies Program. He will also request physical signatures on the approvals as the electronic signatures are confusing.

UPPC will work to develop a campus impact statement-like document for future items that come to it for review. Dr. Fessler will arrange to have that document posted to the Senate website.

UPPC will seek approval from Governance to staff RAPC and UFC as a committee of the whole.

Ms. Stern will make arrangements to invite the Facilities Master Plan group to a future UPPC meeting. Council members are invited to submit questions in advance of the presentation.

Ms. Stern will adjust the meeting calendar so that UPPC meetings do not fall on holidays.

Ms. Stern will invite Dr. Bruce Szelest to the October 28th UPPC meeting.

Meeting adjourned at 4:18pm.

Respectfully Submitted,
Stacy Stern