

# Meeting of the ESF Faculty

September 30th, 2004

Moon Library Conference Room

Attending: L. P. Abrahamson, R. E. Beal, M. A. Bennett, E. Bevilacqua, P. E. Black, G. L. Boyer, J. D. Castello, C. J. Davis, M. E. Deming, L. DiCarlo, A. P. Drew, M. S. Driscoll, E. A. Elkins, J. C. Ellis, M. O. Fellows, M. P. Fennessy, L.A. Flynn, M. H. Hall, R. B. Hanna, L. A. Hanrahan, L. P. Herrington, R. E. Hoffman, E. R. Irvin, Y.W. Kim, A. M. Kretzer, V. A. Luzadis, C. A. Maynard, M. S. Meisner, R. W. Meyer, C. B. Murphy, J. Nace, J. P. Nakas, R. A. Norton, W. F. Porter, D. J. Raynal, E. Reif, N. H. Ringler, S. H. Sanford, T. O. Slocum, L. B. Smart, J. L. Smith, W. B. Smith, C. M. Spuches, A. J. Stipanovic, K. A. Stribley, M. A. Teece, J. S. Turner, J. M. Verostek, J. R. Wasiel, C. S. Webb, J. R. White

The meeting was called to order at 3:32 by Scott Shannon.

The minutes of the April meeting 2004 were approved.

## **Announcements and Report of the Executive Committee** (Scott Shannon)

You may recall that at our last faculty meeting there was some uncertainty as to who would be your Executive Chair. Thanks to an extensive counting and recounting process, the one vote I received was not discounted, and I am here to serve you today. Our goal for the next year is to revitalize faculty governance at ESF. If we have full ballots and contested elections, we will not have to rely on write-in candidates.

## **Introductions**

Neil Ringer introduced Dr. Annette Kretzler, who is joining the Faculty of Environmental and Forest Biology as an Assistant Professor.

Betsy Elkins introduced Jennifer Nace, who will be your Part-Time Temporary Visiting Assistant Librarian in the late afternoon and evening.

Wendy Andringa will be joining the Faculty of Landscape Architecture as a Visiting Assistant Professor.

Bob Myers introduced Yon-Woo Kim who is joining the Faculty of Construction Management/Wood Products Engineering.

## **President's Report** (Neil Murphy)

### *FY 04/05 Proposed Operating Plan*

This is the first year since I've been here that we've had an increase in the State allocation to our budget; we also have an increase in income from tuition. The total proposed SUNY Financial Plan Allocation is \$29,802K, an increase of \$827K over last year.

Expenses: Salaries are budgeted at \$18,514K, up \$338K from last year. We anticipate an increase of \$338K for Accessory Instruction, for a total of \$4.6 million, because we pay 4% more per credit hour to SU and because we have been successful in recruiting more freshmen, who require more general education courses. Utilities are also projected to be more expensive this year than last year. Our Contingency is \$360K, compared to \$0 last year, which gives us some flexibility in our decisions about new hires.

*Faculty Authorizations* from 2003/2004 resulted in the hiring of Yon-Woo Kim (CM/WPE), Sharon Moran (ES), Yongwei Sheng (ERFEG, to start in December) and Annette Kretzer (EFB). In addition, we anticipate authorizing four new searches in November, to PS&E, LA, EFB, and FNRM.

*Five Year Capital Plan:* We do have the resources to finish Baker (\$18,445K). We will begin a study of improvements to Illick Hall (\$320K). The water system in Walters Hall will be rehabilitated (\$1,546K). We will replace windows to improve energy efficiency (\$1,447K). Our capital plan also shows \$15 million for the CNY Biotechnology Research Center, which should give us some influence over the project. We also show \$4 million for an Environmental Center, which was the Governor's way of funding the Syracuse Center of Excellence in Environmental Systems and Renewable Energy. Other items in the legislative budgets were \$500K for a biofuels project and \$3.5 million for an educational outreach and tech transfer center. These last two items were vetoed by the Governor.

#### *Graduate and Undergraduate Recruitment and Admissions*

We have a total of 568 new full-time students (454 undergraduate and 114 graduates). Our "total head count" is 2254, up 192 from the planned number. Much of this increase is in our teaching of non-traditional students (the increase in full time students was 62). Our increase (9%) was greater than the average for the SUNY system as a whole (1%). This helps our revenues.

Our targets for undergraduate recruiting for Fall 2005: 465 new full-time students, 50/50 transfer/freshmen, with a 5% increase in selectivity. This means that the Admissions staff will be visiting 40 more high schools, for a total of 220; they will change to early acceptance from early decision; they will conduct 5 transfer institution articulation conferences, adjust the Presidential Scholarship program, and work with SUNY on out-of-state and NYC recruiting. Student inquiries for information are up 15%, and we had a 28% increase in summer visits.

For graduate recruiting, our goal is 105 new full-time students, of which 35 are projected to be on a Ph.D track. The graduate studies staff will be working to develop Faculty-centered recruitment approaches, advertise needs, improve our web presence, attend graduate fairs, use the leadership integrative groups, particularly in interdisciplinary areas, and provide more resources for tuition waivers and stipends.

*Discussion:* When will we see the start of this Biotech Center? We hope to begin the

design in 2005, we hope to begin putting a shovel in the ground in 2006.

**Report of the Committee on Instruction** (Craig Davis)

The COI consists of Craig Davis, Gary Scott, JoAnne Ellis, Sharon Moran, Karin Limburg, Ed Bevilacqua, Larry Smart, and two as-yet unidentified members from ESF and At Large. Contact Craig if you are interested in contributing to this group.

Proposal deadlines are February 1st for curriculum proposals and March 1st for course proposals. Please take them seriously.

Tentative agenda items include a new format for course proposals and curriculum proposals, amendments to the bylaws for the General Education Subcommittee, implementation of a policy on AP credit, development of a statement on academic integrity for the catalog, and discussion of English proficiency in graduate education.

In addition, some topics are worthy of general discussion at our ESF faculty meetings. The "manuscript format" of theses and the electronic submission of theses will be discussed this fall. We will be conducting a survey on impediments to instructional quality this fall, which we can discuss next spring.

**Report from the Committee on Research** (Scott Shannon)

Chris Nowak could not be present but sent the following announcements.

The call is out for McIntire-Stennis proposals. One-page pre-proposals are due on October 8th. Final proposals are due November 24th. Please contact Ed White if you have questions.

The Committee intends to recommend actions to remove impediments to improvements in research, in conjunction with the President's Ad Hoc Research Committee. These recommendations will be presented in future faculty meetings.

**Report of the Committee on Public Service and Outreach** (Art Stipanovic).

The Committee has been slow in getting rolling this year because of the difficulty of finding a Chair. The members are President Murphy, Cheryl Doble, Rudy Schuster, and Jim Hassett. Don Leopold and Bill Smith have also just agreed to serve.

The portfolio of activities includes Continuing Education, Faculty/Staff Public Service, educational outreach, service learning and student outreach projects, and the Spotlight on Research and Outreach.

In accordance with ESF Faculty by-laws, this committee is concerned with policies regarding development, support, and administration of the Public Service and Nonresident Instruction programs; the effectiveness and adequacy of the Public Service

programs; the nature and operation of the Nonresident Instruction program; and the maintenance of a strong and vital placement and alumni affairs program.

Please let us know if you would like to join this exciting and important committee.

**Report from the SU Senators** (none)

**Report from the SUNY Senators** (none)

**Report from the Undergraduate Student Association** (Liz Reif)

Liz Reif, our student Trustee, introduced Ms. DiCarlo, the President of USA, who described events intended to improve communication between faculty and students. Please attend our morning munches, mixers within majors. Our first open forum will be October 28th at 4 p.m. in Nifkin Lounge, with Neil Murphy. Encourage your students to run for office in USA; this improves faculty-student contact as well. Our meetings are at 5:30 on Mondays in Nifkin Lounge. Join us so you can compare your meetings to ours.

**New Business** (Scott Shannon)

There will be a Faculty Governance Retreat, Wednesday October 27, 3-6 p.m., at the President's residence. Committees will discuss agendas for this year. Please make arrangements to be there if you are already involved in Faculty Governance. If you are not, consider the benefits of getting more involved.

We would like to make our meetings more interactive, with more opportunities for you to discuss things that are important to you. Feel free to send me an email if you have suggestions for topics. Possible topics include those proposed by the COI, computing on campus, and campus governance as opposed to faculty governance.

**Old Business** (None)

**Announcements**

Jack Manno is the Chair of the committee to raise \$45K for SEFA/United Way. These local organizations need our help this year because of state and federal budget cuts and increasing demands on their services. You will be hearing from your coordinators and getting your forms; please be generous.

Dudley Raynal wanted to reiterate that Marla Bennett will be visiting campuses to recruit graduate students: Penn State, Cornell, Binghamton, Geneseo, and Empire State College. It would help her to know who your faculty contacts are on those campuses, so that she can encourage their students to attend her presentations. Visit our web page to see the dates and times.

Betsy Elkins informed us that the Reference Desk has been combined with the Circulation Desk, which should improve our customer service. The former reference

desk can now host displays; the current one is on the history of the college. You may have also noticed changes to the Summit system. You will find links to full-text articles, for example. We benefit from SUs investments in this area. Our Mission Statement and Values are posted by our exit, please admire it on your way out. Your pencil has our web site on it, which gives you access to everything you need, as well as a means to write. Note also the applications for Friends of Moon Library around the room.

Meeting adjourned at 4:28.

Minutes respectfully submitted by

Ruth Yanai