



Attendance: Abrahamson, Larry; Anagnost, Susan; Barber, Marcia; Bennett, Marla; Bevilacqua, Eddie; Black, Peter; Bongarten, Bruce; Boyer, Beth; Cabasso, Isreal; Collins, Virginia; Connelly, Kellie; Dawson, Chad; Deming, Elen; Drew, Allan; Dunn, Claire; Ellis, Jo Anne; Endreny, Ted; Flynn, Leah; Fox, Steve; Fragoso, Jose; Frair, Jaqueline; Francis, Raymond; Hall, Charlie; Hanna, Robert; Hussein, Rafaat; Ignatieva, Maria; Johnson, David; Laura Lautz; Leopold, Don; Maynard, Charles; Miller, Marsia; Murphy, Neil; Nakatsugawa, Tsutomu; Norton, Roy; Powell, William; Quick, Cariann; Raynal, Dudley; Schulz, Kim; Schuster, Rudy; Scimone, Mark; Senecah, Sue; Shields, Bill; Smart, Larry; Spuches, Chuck; Stipanovic, Arthur; Teece, Mark; Tiss, Ken; Turbeville, John; Turner, Scott; View, John; White, Ed; White, Julie; Whitmore, Benette; Yanai, Ruth;

1. Call to Order
  - a. Bill Shields Called to order 3:33pm
2. Minutes of the Last Meeting
  - a. Rudy Schuster
  - b. Minutes approved
3. Introduction of new faculty members
  - a. EFB, Jacqueline Frair
  - b. Chemistry, Kelley Donaghy
4. President's Report: Neil Murphy
  - o Chancellor's Award for Excellence in Professional Service – 2006
    - o Marla Bennett
    - o *In recognition of outstanding performance in professional service and significant contribution to institutional quality*
  - o Chancellor's Award for Excellence in Scholarship and Creative Activities - 2006
    - o David L. Johnson
    - o *In recognition of outstanding scholarly and creative productivity and significant contribution to institutional quality*
  - o Information Update
    - o "ESF is in the House"
      - Banner in the Syracuse Carrier Dome, Connie Webb negotiated with SU to have ESF logo displayed
    - o New York State Fair August 24-September 4
      - Larry Smart worked with Hillary and Bill Clinton to foster ESF's biomass and agriculture work
      - Article in the Post-Standard Sept. 1, 2006
  - o Global Scope of Research
    - o ESF has ongoing research on every continent on the globe.
  - o Budget Update for FY 06-07
    - o This fiscal year represents a "good budget year" for ESF and we have discretionary expenses
  - o Operating Budget

	FY 2005/06	FY 2006/07
<b>Revenue</b>		
Base State Allocation	24,173.2	25,831.5
Tuition Revenue	7,517.4	8,059.8
Interest and Fees	84.0	300.0
Utility Deficiency	---	400.0
	31,774.6	34,591.3
Student Services Fee Revenue	445.0	552.5
Grad. Tuition Waiver Funding	930.3	930.3
Stabilization Fund Reserve	480.0	---
	33,629.9	36,074.1

o Operating Budget

	FY 2005/06	FY 2006/07
<b>Expenses</b>		
Personal Service Regular	20,101.7	21,000.0
Temporary Appointments – Acad. Affairs	529.5	545.4
Temporary Appointments – Others	166.2	171.2
Temporary Service	115.6	143.0
Other Than Personal Service	1,879.4	2,374.8
Graduate Student Stipends	835.6	1,000.7
Graduate Tuition Waivers	963.8	1,325.2
Financial Aid – Undergrad.	346.2	446.2
Minority Scholarships	40.0	40.0
Presidential Scholar Awards	50.0	50.0
Accessory Instr./Computing Svcs. (SU)	4,869.3	5,003.5
Utilities	2,774.2	3,079.1

o Operating Budget

	FY 2005/06	FY 2006/07
<b>Expenses</b>		
Mail	215.0	225.0
Telephone	100.0	100.0
Computer Network/Infrastructure	50.0	100.0
Advertising/Visibility	70.0	70.0
Contingency	300.0	300.0
Stabilization Fund Commitments from Previous Years	26.5	---
Total Projected Expenses	33,433.6	36,074.1
Surplus (Deficit)	196.3	0.0

Goals and Objectives for AY 06-07

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Development Office</b>				
Fund Raising	\$2.0M	\$2.0M	\$1.45M	\$2.25M
Annual Fund	\$300K	\$325K	\$341K	\$350K
Alumni Participation	2% increase	30% participation	31%	32%
Foundation Assets			\$17M	\$19M

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Undergraduate Recruitment/Admissions</b>				
Undergraduate Applications	---	1,450	1500 (estimated)	1550
New Undergraduates	465	470	460-465 (estimated)	475
% Frosh/Transfer Ratio	50/50	55/45	47/53	50/50
Selectivity (Groups 1 & 2)	5% increase	80%	78%	80%
SAT Scores			1112	1140
HS Class Rank				
Top Quartile			51%	55%
Top Half			91%	93%
% Students Admitted			67%	65%
% Out of State			10%	12%

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Government Relations</b>				
Federal Appropriations	\$5.0M	\$6.0M	\$5.3M	\$6.0M
State Appropriations	\$250K	\$750K	\$15.0M	\$5.0M
<b>Community Service/Service Learning</b>				
Community Service Hours	62,000	63,000	63,716	65,000
Service Learning Courses - Undergrad	38	40	33/60 total	36
Community Partners	92	100	127	135

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Office of Research Programs</b>				
RF Expenditures	\$12M	\$13M	\$13.1M	\$14.5M
IDC Recovery	20%	20%	18.37%	22%
Proposal Dollar Value	\$50M	\$50M	\$46.2M	\$52M
Proposal Number		224	225	238
<b>Graduate Recruitment/Admissions</b>				
Applications	---	300	15+282+48	325
New Graduate Students Fall	105	100	15+81+24	115
New Ph.D. Students Fall	25	25	5+15+5	30

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Alumni Office</b>				
Alumni Dues Revenue	\$53K	\$55K	\$55,448	\$57K
Alumni Events	10 events	12 events	17 events	18 events
Alumni Participants	800	800- 1,000	1,020 alums + 200 graduating students	1000-1200
<b>Human Resources</b>				
Performance Programs %				75%
Training Programs			Specialized training provided to 68 employees	Provide a variety of training programs that ~50% of employees would be eligible to attend

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>News &amp; Publications</b>				
Column Inches of Press	4,500	7,000	7,092	7,000
Mentions in National Media (newspaper, TV/R, magazines, websites)	15	75	168	150
Mentions in State Media (newspaper, TV/R, magazines)	30	125	91	100
Special Events	10	8	8	10
Ads/Ad Campaigns	15	25	43	45
News Releases/Queries	50	110	70/10	80/20
Publications Development		150	227	250
Reporter Inquiries			153	175

	Proposed 04/05	Proposed 05/06	Actual 05/06	Proposed 06/07
<b>Physical Plant</b>				
Special Projects			Fuel cell installation and start-up	Biofuels initiative; Photovoltaics project; Campus Master Plan
Energy Conservation/Utilization			“Turn Off the Light” campaign; Window, door & chiller replacements	Participation in NYSERDA’s SmartOffice Program
Alternative Fuel Vehicles (hybrid, electric, flex, biodiesel, natural gas)			3 hybrid 1 electric 4 flex fuel 3 biodiesel 1 natural gas 12 GEM cars	Add: 1 hybrid 2 biodiesel 2 flex fuel
Recycled Materials			85.6 tons (incl. 48.1 tons paper, 15.7 tons metal, 5.9 tons used electronics, 10.5 tons corrugated)	

	Proposed 04/05	Proposed 05/06	Actual 05/06	Proposed 06/07
<b>Environmental Health and Safety</b>				
Special Projects				
Policy Implementation			Use of mercury-free devices; Hot work operations	Boat use policy; AED coordination
Baker Rehab			Oversaw shipment & disposal of over 57 tons of hazardous waste and 80 tons of asbestos waste	

	Proposed 04/05	Proposed 05/06	Actual 05/06	Proposed 06/07
<b>Student Success</b>				
Retention (Frosh → Soph)			84%	85%
Graduation/Attrition Rates			6 year (ent. 00): 63%/36% 5 year (ent. 01): 63%/35% 4 year (ent. 02): 53%/30%	
SOS – Satisfaction Rating			[Spring 2006] 82.6% very satisfied or satisfied	n/a: SOS every 3 yrs.
Placement			[Class of 2005 respondents] 70% employed 27% grad. Study	

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Instruction Technology</b>				
Rooms Outfitted and Upgraded	(1) Marshall Aud.	6	7 (incl. Marshall Aud. & sound system in Alumni Lounge)	3 (16 Illick upgrade, 5 Illick upgrade, 303 Marshall)
<b>Educational Outreach</b>				
ESF in the High School Students	210	250	198	204
Conferences/Workshops	75	77	81	83
Non-traditional Students Served	4500	4635	4346	4474

	<b>Proposed 04/05</b>	<b>Proposed 05/06</b>	<b>Actual 05/06</b>	<b>Proposed 06/07</b>
<b>Information Technology</b>				
Information Systems				
Web-based interactive services for undergraduate applicants			Financial aid and application process info. available	Pay deposit on-line
On-line Applications			Graduate student application – 221 completed	HR employee application
E-commerce			E-track Outreach billing	On-line shopping for small stores
Computing & Network Services				
Intrusion Prevention Security			142,778 non-email threats removed	
Anti-spam Activity			30% email spam; 21% virus infected	
Help Desk Calls			1343 calls	Establish student/faculty Help Desk in Baker – Help desk calls – 1500
Wireless System Installation			– 3 projects complete -Wireless survey for 1 building Moon wireless laptops: 786 loans	– 2 projects complete: Baker & Cranberry Lake – Wireless survey for 100% campus – Moon laptop loans 825

5. Announcements & Report of the Executive Committee Bill Shields
  - a. Two New Ad Hoc Committees Formed
    - i. Ad Hoc committee on Undergraduate Honors program was formed
    - ii. Ad Hoc Committee on Faculty Affairs: Dave Kieber, Chair
      1. Charge is to determine if an ad hoc committee on faculty affairs is necessary
    - iii. Ad Hoc Committee on Reorganization of the Committee on Instruction, J. Scott Turner, Chair.
      1. The committee is charged with determining if the current duties of the Committee are too great for one committee and/or if two separate committees should be formed.
  - b. A list of possible topics for discussion at Faculty Governance meetings was presented. The list will be distributed via e-mail for faculty to review and identify priority items and suggest additional items. The list will be used to determine which topics will be addressed in meetings this academic year.
6. Update on Task Force on Governance Revision: Bill Shields
  - a. Members: Bruce Bongarten, Leah Flynn, Scott Turner, Bill Shields, Larry Abrahamson, Scott Shannon
  - b. Draft of Revised Bylaws Circulated via email.
  - c. Bill Shields discussed purpose of the revision of governance bylaws is to more evenly distribute the responsibilities of governance among faculty, administrators, and students. The objective is to create a system that fosters more collaboration in managing the campus.
  - d. Proposed changes to the bylaws are shown in red in the distributed document. Please use the following link to the [revised document](#) for specific changes.
  - e. Floor open for discussion on topic
    - i. Concern about clarification of the support roles that administrative offices play in supporting the governance. It is important to acknowledge that the bylaws do not account for the role of certain administrators play.
      1. Should clarify that administrative offices have the ability to appoint members of their staff to committees.
    - ii. How will staff be able to elect Senators?
      1. The Sergeant at Arms will distribute ballots to eligible voting staff.
    - iii. Who will determine the list of eligible voting staff?
      1. The same list of eligible voting staff that is currently used will be used in the future.
    - iv. Should the reason and mechanism for calling a full faculty meeting be defined?
      1. The specific mechanisms are defined in the revised bylaws.
    - v. Why are we doing this, what is the purpose?
      1. We are trying to advise people. The best decisions come when you have the best information. If we listen to more people from more places we can gather more information and make better decisions.

- vi. Comment: The proposal seems to streamline the governance system and make it more efficient and focused. It will also allow those who want to participate in a more efficient forum to work and contribute.
- vii. Comment: Undergraduate students like the idea of having more representatives on the committees and input into the process. Graduate students like the idea of having the ability to have input into the work load of professors because it has a direct influence on their well being.
- viii. Can there be a meeting that is exclusively the faculty and not the administration to discuss matters that are central to faculty without the influence of administration and students?
  - 1. A request can be made to have a faculty exclusive meeting.

7. Reports of the Standing Committees

a. Committee on Research, Bill Powell

- i. Change on committee on research, Bill Winter stepped down, Dave Keiber replaced him.
- ii. Exemplary research seminar will be given by Myron Mitchell on 9/28
- iii. Macintyre Stennis call for proposals is out. Pre-proposals are due on September 25th

b. Committee on Instruction, Larry Smart

- i. Bylaws of the committee were revised last spring to include one member from each faculty on campus.
- ii. The committee on instruction now has the authority to approve proposals without bring them to vote before the full faculty. The process of approving proposals will be discussed at the next faculty meeting.

c. Committee on Public Service & Outreach, Allen Drew

- i. The Tenth Annual Symposium on Teaching, Research and Outreach Thursday, will be held on October 12, 2006 Marshall Hall / Alumni Lounge it will be titled "A Continuing Dialogue on the Synergy of Teaching, Research and Outreach: Strengthening Outreach through Partnerships and Collaboration". Schedule details can be found at the web-link: [www.esf.edu/iq/symposium.htm](http://www.esf.edu/iq/symposium.htm)
- ii. The Keynote guest speaker will be James P. Lassoie (Ph.D., University of Washington), Professor, Cornell University

8. New Business

9. Old Business

10. Adjourn 4:48