



State University of New York  
College of Environmental Science and Forestry

## College Governance

### Minutes

**ESF College-Wide Governance Meeting**  
**November 14, 2012, 12:45 PM**  
**Baker 146**

**Business Affairs:** Lisa Campagna, Dinette Desimone. **Chemistry/A&TS:** Gregory Boyer, Paul Caluwe, Theodore Dibble, John Hassett, Dave Kiemle. **Communications:** Claire Dunn. **Sust Cons Mgmt & Wood Pro Eng:** Susan Anagnost, Paul Crovella, George Kyanka, Robert Meyer, Kenneth Tiss. **Env Res and For Eng:** Douglas Daley, Theodore Endreny, Georgios Mountrakis, Lindi Quackenbush. **Env Science:** Russ Briggs. **Env Studies:** Andrea Feldpausch-Parker, Paul Hirsch, Elizabeth Hogan, Dawnelle Jager, Valerie Luzadis, Jack Manno, Laura Rickard, Theresa Selfa, David Sonnenfeld, Benette Whitmore. **Environ & Forest Bio:** Greg McGee, Lee Newman, Rebecca Rundell, Kimberly Schulz, Steve Teale, Christopher Whipps. **Forest & Natural Res. Mgmt:** Douglas Morrison. **President/VPs/Gov Relations:** Bruce Bongarten. **Inst/Grad Studies:** Scott Shannon, Suzette Vandeburg. **Landscape Architecture:** Susan Dieterlan. **Moon Library:** Jo Anne Ellis, Jane Verostek, Stephen Weiter. **Paper/Bioprocess Engineering:** Yuan-Zong Lai, Shijie Liu. **Research Programs:** Neil Ringler (EFB).

**The meeting was called to order at 12:51 by Kelley Donaghy.**

#### 1. Announcements

Tickets for a Syracuse Silver Knights soccer game are available in the Office of the Vice President for Enrollment Management and Marketing.

An internet-based survey was recently sent requesting information from the faculty; please remember to respond.

#### 2. Faculty Role in ESF's Educational Mission. Provost and Vice President Bruce Bongarten gave a presentation on the role of faculty in the educational mission (*sensu stricto* – not including research) as defined by the SUNY Board of Trustees.

- A. From the SUNY Board of Trustees Policies
  - Part 334 – College Faculty
  - 334.4 Responsibility

- The faculty of each college shall have the obligation to participate significantly in the initiation, development, and implementation of the educational program.

B. Elements

- Delivery of instruction
- Student advisement
- Curriculum development
- Curriculum assessment
- Academic policy development

C. Extensions

- **A group of faculty must be identified to fulfill responsibilities.**
  - Typically departmental faculty assume responsibility for instruction, advisement, curriculum development and assessment
  - Typically, the entire college faculty have responsibility for academic policy development
- **Programs are “owned” by the responsible faculty as a group.**
  - Learning outcomes for required courses are set by and assessed by the faculty group.
  - Scheduling of required courses is determined by the group to meet programmatic objectives.

D. Whole faculty responsibilities

- **Development of academic policies**
  - Curriculum
  - Standards
- **Curriculum review**
  - Programmatic review
    - Quality; meeting college standards
    - Coordination
    - Need: redundancy
    - Cost efficiency
  - Course reviews
    - Quality; meeting college standards
    - Redundancy
    - Cost efficiency

E. “Departmental” faculty responsibilities

- Development of curricular programs
- Assessment and revision of curricular programs
- Course scheduling to facilitate timely completion of degrees
- Student advisement
- Allowing variances in student programs

F. Administration Responsibilities

- Academic policies
  - Provided guidance in policy development
  - Communicate policies
  - Execute/enforce policies
- Curriculum development
  - Assure compliance with college policies
  - Determine availability of resources
- Advisement and course scheduling

- Provide guidance to faculty on policies and best practices
- Execute administrative tasks
- Assure compliance with college policies
- Assessment
  - Coordinate and provide guidance to faculty
  - Assure compliance with College, SUNY and Middle States policies and standards
  - Prepare institutional reports on assessment
- General
  - Execute tasks necessary to operate an academic enterprise in accordance with prescribed policies
  - Provide guidance in to faculty in fulfillment of their tasks
  - Assure that the interests of the College as a whole are not compromised by individual desires

### 3. IQAS Committee Report 2011-2012 (P. Crovella)

**2011-12 members** –Faculty Members: Paul Crovella (chair), Biljana Bujanovic, Charles A. Hall, Nasri Abdel-Aziz, James M. Sahn, Kavya Krishna (student), Richard Smardon, Siddarth G. Chatterjee, James Williamson

**2012-13 members** - Faculty Members: Paul Crovella (chair), Paul Caluwe, Susan Dieterlen, Charles A. Hall, Nasri Abdel-Aziz, James M. Sahn, Aislinn Brackman(student), PJ Connell (student), James Williamson

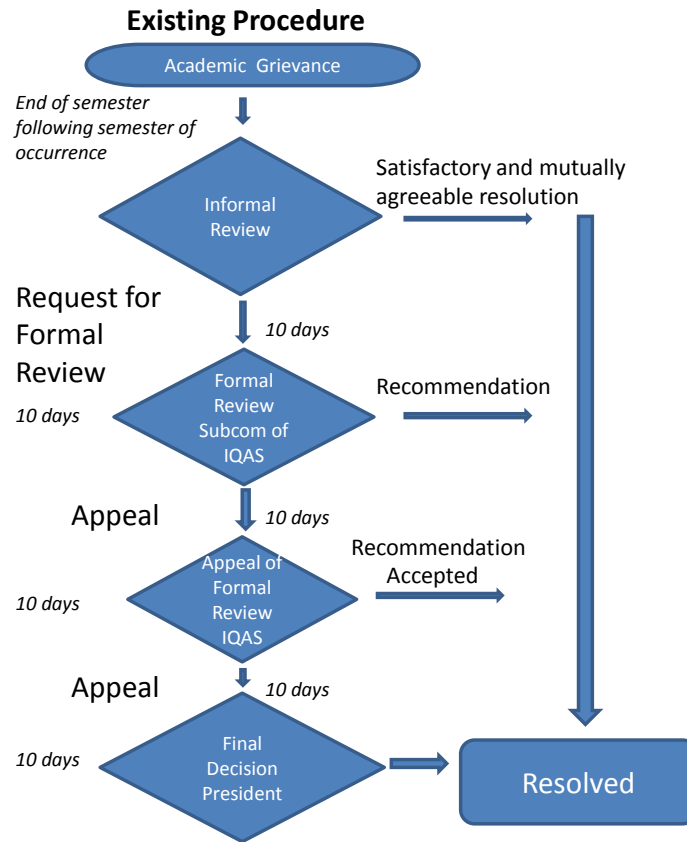
- A. End-of-course surveys
  - Concern
    - Ongoing low participation rate
  - Two resolutions were passed and implemented
    1. longer period of time for students to respond, and real-time tracking for participation.
    2. EFB and Chemistry delivered paper format during class (In response to results from a faculty survey)
  - Result
    1. Participation dropped from ~2/3 to ~1/3
    2. Paper format will not continue
- B. ESF Foundation Teaching Award
  - Concerns
    1. Limited degree of student involvement in the nomination and selection process
    2. Relatively low number of nominations in recent years
  - Resolution passed and implemented
    1. Allowing for groups of students to initiate nominations,
    2. Incorporation of both undergraduate and graduate representatives on the selection committee
  - Result
 

The selection committee had three nominations to review.
- C. Academic Standards
  - Academic Review of Suspension Appeals
    - Fall: 19 suspensions, 9 appeals, 3 appeals accepted, 6 suspensions sustained

- Spring: 35 suspensions, 14 appeals, 6 appeals accepted, 8 suspensions sustained
- One grievance considered, One grievance adjudicated

D. Grievance procedure

- The process for handling an academic grievance is being reviewed - from definition to resolution.



**4. Syracuse University Senate Update (K. Donaghy) Meeting – SUNY- Oswego 10/25-27**

**A. Budget**

<b>Sector</b>	<b>New Tool Impact</b>	<b>Mitigating Impact</b>
Research Centers/Other Doctoral	<ul style="list-style-type: none"> <li>• Overall Increases in State Support of 1.8% (\$10.0 M)</li> <li>• Increases                             <ul style="list-style-type: none"> <li>• 3 campuses</li> <li>• Largest increases of 11.0 %</li> </ul> </li> <li>• Decreases                             <ul style="list-style-type: none"> <li>• 5 campuses</li> <li>• Largest decreases of 18.6%</li> </ul> </li> </ul>	Transitional Funding to be provided or received in years 1-3, additional funding options for Downstate Explored
Comprehensives	<ul style="list-style-type: none"> <li>• Overall Decreases in State Support of ~4.0% (\$7.1 M)</li> <li>• Increases                             <ul style="list-style-type: none"> <li>• 3 campuses</li> <li>• Largest Increase 5.2%</li> </ul> </li> <li>• Decreases                             <ul style="list-style-type: none"> <li>• 10 campuses</li> <li>• Largest decrease of 21.6%</li> </ul> </li> </ul>	Transitional funding to be provided in years 1-3.
Technology	<ul style="list-style-type: none"> <li>• Overall Decreases in State Support of ~4.3% (\$2.7M)</li> <li>• Increases                             <ul style="list-style-type: none"> <li>• 3 campuses</li> <li>• Largest increase 13.2%</li> </ul> </li> <li>• Decreases                             <ul style="list-style-type: none"> <li>• 5 campuses</li> <li>• Largest decrease 27%</li> </ul> </li> </ul>	Transitional funding to be provided in years 1-3.

**B. Four Resolutions**

- Collar (Floor) in Budget Allocation Model
  - Not voted on but heavily discussed
- Need for Transitional Funding with the New RAT
  - Passed 24 to 22 (haves versus have nots??)
- Necessity for Campus Presidents
  - Passed by voice vote
- Support for Downstate Medical Center
  - Passed by voice vote

**C. Other**

- Law School Versus the Senate
- Chancellor Cantor

**5. Minutes**

- A. Minutes from the October 17 meeting were accepted.

**Meeting adjourned at 1:48**

