AG Meeting Minutes

13 November 2018   11:00-12:20pm
Gateway Center A and B

Agenda

1. Welcome / Call to Order (Beier)
2. Approval of 16 Oct meeting minutes (Beier)
3. News & Updates (Beier)
4. President's Remarks (Amberg)
5. Proposed Amendment to ESF Policy on Faculty Responsibilities (Amberg)
6. 2019 Hardy L. Shirley Mentoring Colloquium (Donaghy)
7. University Faculty Senate Plenary Report (Donaghy)
8. Committee Reports
    1. IQAS (Donaghy)
    2. Curriculum (Teece)
    3. Research (Newman)
    4. Other Standing Committees
9. Old / New Business
10. Adjourn

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Attendees:

Voting Academic Governance Members

Faculty: Abrams, Neal; Anagnost, Susan; Beier, Colin; Bevilacqua, Eddie; Boyer, Gregory; Briggs, Russell; Chatterjee, Avik; Daley, Douglas; DeBaise, Janine; Dibble, Theodore; Donaghy, Kelley; Drake, John; Driscoll, Mark; Ellis, Jo Anne; Gitsov, Ivan; Hassett, John; McGee, Gregory; Mirowsky, Jaime; Moran, Sharon; Newman, Lee; Nowak, Christopher; Quackenbush, Lindi; Razavi, Roxanne; Rundell, Rebecca; Schulz, Kimberly; Scott, Gary; Smith, Matthew; Stavenhagen, Werner; Stella, John; Teece, Mark; Wagner, John; Weiss, Jill; Yanai, Ruth

Professional Staff Representatives: Crandall, Laura; Dunn, Claire; Engelman, Heather; Ettinger, Terry; Gibbs, Lauren; Gublo-Jantzen, Sophie; Knight, Aaron; Moore, Karen; Paqcaliwagan, Joseph; Rounds, Aaron; Sanford, Susan; Searing, Katherina; Tochelli, Erin; Triano, Mary;

Student Representatives:
Student Reps: Huber, Peter; Kronisch, Greg; Ludlam, Christopher; Miller, Katherine; Rowe, Carson; Caltabiano, Sarah; Collins, Daniel; Quinn, James; Scheel, Ryan; Tariq, Zainab;

Non-voting/Ex Officio:
Administration (M/C): Egiebor, Nosa; Nomura, Christopher; Amberg, David; Litchenstein, Mark; Lombard, Anne; Mahoney, Joanie; Rufo, Joseph;

Visitors:
Christof, Victoria; Fazio, Jennifer; Houck, Sarah; Keating (Shaw), Jennifer; Newman, Barbara

Minutes

Item	Time	Notes
Call to Order/Welcome (Beier)	11:04	Acting Executive Chair Beier calls meeting to order
Approval of previous minutes	11:04	Approved by consent
News & Updates (Beier)	11:05	
1. *Dave Kieber*		David Kieber published in Nature. Congratulations to Dave.
2. *ESF Athletics*		Congratulations to the ESF Women's Cross Country team for winning the 2018 USCAA National Championship Congratulations to the Women's Soccer team for winning three consecutive HVIAC Championships Congratulations to the Men's Soccer team for winning the HVIAC Championship Congratulations to the Woodsmen Team Women's Team for winning several tournaments
3. *Discovery Pre-proposals*		Reminder that the Discovery pre proposals are due December 1. They will go through several rounds of review. Prepoposal presentations will be held Dec 18 in Gateway- these are open to everyone.
President's Remarks (Amberg)	11:09	
1. *How to improve student success rate*		The President described how colleges are struggling with increasingly diverse student populations; students are from a wider range of levels of preparation when they enter college. The President has charged the Executive Team with forming a task force to work with first year students and find solutions to these issues. The task force will include the President, AG members, and undergraduates. They will be charged with how to improve student success rate, what are optimal class sizes, what are realistic retention goals. He is asking for feedback on the Draft.

		Questions: McGee-Will the task force include faculty teaching first year students? Student-When will this start?-Ans. want to start the task force next semester and implement for fall 2019 Stella-This is an issue for transfer students and not just freshman Neal A. Should instructors of large introductory courses serve on the committee? Greg Boyer- Can this be dealt with in Freshmen Orientation classes?
2. ESF Community Campaign		President Amberg reminded everyone of the ESF Community Campaign which is ESF's contribution to the United Way Campaign. Donations are $23,000 so far; last year's total was $33.000. See slides* for details on incentives, raffles, and prizes. He thanked Joe Rufo for donating a TV to the raffle.
Proposed Amendment to ESF Policy on Faculty Responsibilities (Amberg)		There was recently a request from UUP for review of the Policy on Faculty Responsibilities (see slides*) in particular the fourth pattern regarding the Instructor title. Proposed: Faculty whose primary professional obligation is classroom instruction will typically teach four courses each semester. There were no questions.
2019 Hardy L. Shirley Mentoring Colloquium (Donaghy)	11:25	(see Slides*) This will be held Jan 9, 2019 from 9:00 to reception. Theme: Is There Science in Assessment: Getting the most out of Course Level Assessment Planning Committee includes IQAS committee plus former Chairs Susan Anagnost and Gary Scott.
University Faculty Senate Plenary Report (Donaghy)	11:27	Report on the University Faculty Senate meeting held in Binghamton Oct. 18-20. 1. Plenary report from the Statutory/Specialized sector (Cornell, Utica, Alfred, Maritime, ESF) 2. Resolutions - all passed 3. Consultation on Shared Governance- to be held January 11 and March TBD – January 11th How to Share Governance While Staying in your Lane? Participants: President's Executive Cabinet, Executive Committee of Academic Governance, Department Chairs, UFS Team (Hildebrand, Sarner, Markoe) - College-wide Event in March • Shared Governance Day • Invited speakers • UFS Team • Workshops for all

Committee Reports	11:31	
IQAS (Donaghy)		See Slides* and IQAS webpage for info on the new system for end of course surveys
Curriculum (Teece)		1. Ten SUS courses proposals for approval. See list on meeting slides Motion to approve all ten courses; seconded and passed by voice vote. 2. Four ERE graduate courses for approval: Motion to approve four ERE courses approved voice vote 3. Chemistry Accelerated BS/MS Program (new from existing) Motion to approve Chemistry Accelerated BS/MS passed by voice vote.
Research (Newman)		No report
Other Standing Committees Student Life (Abrams)		The Student Life Committee sponsored a resolution calling to *Create a policy on Final Exam scheduling* **Questions and Comments**- Kelley D. – One issue is room availability; could there be a room available for overflow Lee N. agrees with resolution and she tries to accommodate, but this is often difficult to reschedule when there are multiple changes. Student- In favor of exams on last day of classes; would this help. Ruth Y.-We have a policy that no exams can be held on the lasts day of class. Q. Chris (student) - At SU they know the final exam schedule at the start of the semester- why can't we do this at ESF? Ans. There is tweaking and customization by ESF. Q. Victoria -Can the resolution be modified to say that larger classes have priority over smaller classes (smaller classes have greater burden for rescheduling). Ans. Neal A. The Committee didn't want to micromanage this way. Suggest Faculty could talk to each other to find resolution to conflicts. Kim S. some faculty more willing to make accommodations; can they alternate? Gary S – If three courses are on one day, suggests that the middle one be changed Kelley- proposed an amendment that instructors accommodate students with one or more final on one day that it is preferential that the middle final would be the one

		rescheduled. **Motion was made to approve the amendment. Seconded.** **Discussion:** Several people said that this would cause more confusion; leave it as is; the amendment creates more difficulty; not all students mind having back to back / many finals on one day; some prefer all on one day. Greg B. - assumed there was already a policy; work together collegially; No need for amendment; Do we need the policy at all? Ruth- Q. Should we collect data on this? See next year if there have been any improvements? Ans. Neal A. The students are preparing a campus-wide survey Dan-How many times are professors rescheduling exams? Is this that big of an issue? **Call for vote on amendment. The amendment did not pass. One vote in favor; majority against** **Further discussion on original amendment:** What would be the mechanism to provide flexibility in moving exams- -Use reading period?? This would require a separate policy change. Q. Is this policy enforceable? Some students like more in one day. Q. Implementation- Is there a way to use technology via the registrar? Ans. Charles-The Registrar does not have the software to do this; not until 2020. Erin- Should we collect /use data to drive decision There was discussion about using the reading day and there would have ot be a change in policy to allow this; only for scheduling conflicts? Neal- Work with registrar, others talk to them first if this can be added to the policy There was discussion about having a room available with a proctor to provide exams for those with conflicts. Lee-Can we use Gateway or another room for an alternate exam room for multiple classes for students that request time change? Lindi-Can we have an alternate place with a proctor- for multiple uses not necessarily during reading day. Erin (grad office) registrar would not allow exams on reading day-against college policy

		Do we have data on how often there are conflicts that students request to be rescheduled? **Call the question**- Colin- motion to approve the policy, second Approved by voice vote; one against
Old / New Business	12:12	None
Adjourn	12:14	Meeting adjourned.

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Minutes submitted by Susan Anagnost