

The Arts & Sciences Senate will meet on Monday, October 21st at 3:30 p.m. in the Javits Room of the Library.

Tentative Agenda
Arts & Sciences Senate
October 21, 2002

- I. Approval of tentative agenda
- II. Approval of minutes from September 23
- III. Report of the Arts & Sciences Senate President (J. Kuchner)
- IV. Report from Dean Staros
- V. Report of the Promotion and Tenure Committee (F. Gardaphe)
- VI. Resolution regarding General Education (see below)
- VII. Report of the Ad Hoc Committee on Faculty Rights, Responsibilities and Retirement: Cross Departmental appointments and special designation of appointments (H. Silverman) (see below)
- VIII. Other Old Business
- XI. Other New Business.

A & S Senate Meeting
Monday, 9/23/02
3:30pm
Javits Room Library

I. Approval of agenda - yes

II. Approval of Minutes
Minutes for 3/18th -

Last page Correction: under A Tyree discussed last line, lack of representation of certain disciplinary areas on the committees.

Minutes approved as corrected

Minutes for 4/22 -

#7. Old business correction: University Senate committees from SUNY
Minutes approved as corrected

III. Report from Andrea Tyree former President

All 4 committees for CAS Senate are basically fine. There's only one spot that is open - untenured member of the PTC. Department's hesitate in allowing one of their non-tenured faculty to participate. Suggested that we modified the constitution to eliminate the position.

Other senators present voiced the importance of this position for the A & S Senate and for the valuable experience for the individual. J. Kuchner will continue to look for someone to fill this position.

N. Goodman suggested that someone should attend the Department chairs meeting which is held by the Deans office and speak about this position and how it is an important one.

IV. Report from Joan Kuchner, President of Senate

Thanked A. Tyree for her efforts and leadership as A & S Senate President

Report to A & S Senate:

- o In the process of contacting chairs in order to identify representatives to A & S Senate from all eligible departments
- o Graduate student polity is represented on the A & S Senate and there are currently graduate student representatives in attendance.
- o The Women Studies Program is now eligible for A & S Senate member. Departments and Programs need to have 6 full time faculty members in order to have a representative on the A & S Senate.
- o There was no Vice President on the ballot in the last election. If anyone has nominations for this position, please contact Joan Kuchner, jkuchner@notes.cc.sunysb.edu
- o According to the A & S Senate Constitution, the Constitution and By-laws need to be reviewed every 3 years. The last review took place in 1999. Therefore, a review of these documents will be one of the tasks of the A & S Senate this year.
- o Thanked R. Cerrato and Curriculum Committee for work during the summer.

H. Silverman feels that the senate and positions should be explained to the Department Chairs.

V. Bob Cerrato- Curriculum Committee

Highlights from report distributed.

1. Major in Athletic Training approved
2. Astronomy requested extensive changes in their major and developed a new minor and created 4 courses which will fill both major & minor
3. Initiatives: Chemistry 1st semester restructuring approved

DEC K History

- o There were 38 courses which SUNY System Administration feels do not meet the narrative American history guidelines.
- o Solicited syllabi for these courses, did a review and submitted a report about the courses that were disputed, 22 were approved, and 8 were dropped.
- o February: System administration requested the syllabi and other materials. Their request was declined.
- o March: System administration asked Stony Brook, PACGE (Provost Advisory Committee for General Education) requested lists of topics and readings for each course. The A & S Senate decided that this was too close to syllabi and should not be sent. Minutes from March express the A & S Senate's position regarding this issue.
- o Summer: The Curriculum Committee submitted additional information about the courses based on a template provided by Provost Salins. However, it omitted any mention of reading lists and topics. This report was not accepted because it did not contain list of topics and readings.
- o J. Kuchner: quoted the minutes of the University Senate meeting where S. Kenny stated, curriculum is the business of faculty not trustees.

VI. Norm Goodman Report from SUNY Central about Gen Ed issue:

The Stony Brook Provost's office sent a letter that they would comply and send the syllabi to administration.

A Compromise is being worked out:

1. There will be a new process of course review. Each campus will devise a set of guidelines for approval of courses consistent with SUNY General Education requirements. Once the campus process is approved, it will be assumed that the courses that go through the process will meet SUNY-General Education guidelines. The Stony Brook courses under discussion, 22 multi-cultural courses (all outside of the History department), will be submitted under this new review process.
2. A new committee (PACGE committee) is also part of the compromise. It is supposed to be predominately faculty from across the SUNY System. This committee will be asked to review the courses that are challenged by Central Administration based on Bulletin type descriptions. The process of this off campus review has not been developed or explained.

A. Tyree asked about the basis for SUNY Central's decision on the acceptability of a course. N. Goodman indicated that it would be based on the match of the catalog description to the trustee's Resolution 98-241 for Curriculum of Gen Ed Item #1

New Business

VII. James Staros, Dean of CAS

Changes in the Dean's office:

1. Modest re-organization of the office. 3 functional units have been divided into 4:
 - a. Faculty & Personnel group
 - b. Curriculum group: Elaine Kaplan & Kathleen Breidenbach. Searching for associate dean (Nancy Tomes position)
 - c. Operations title change to Operations & Budget: Gene Katz has left and that position is open as well
 - d. Advancement final stages of identifying a senior director for the CAS office
2. Standing meeting re-organization:
 - a. Recognize the importance to the college of chairs meetings. However, the frequency has been cut back from twice a month to allow for more specialized chairs meetings
 - b. Plans a CAS Faculty meeting each semester. The first is scheduled for Campus Lifetime 12:40-2 on Wednesday November 6th. J. Kuchner has been asked to present information about the A & S Senate to that meeting.
3. The budget situation is critical within the college. An analysis of the budget after the 5% cut was applied indicates that the college is still over \$1 million in the red. There is about a 2¾ million dollar imbalance in the budget. CAS needs new sources of income. This is one reason for elevating the activities of the advancement office. Faculty will be encouraged to assist in raising money for programs.
4. Trying to start an Arts & Sciences donor society. Contributors of \$1,000 or more will be recognized by an annual donors event. The donation can be made to specific programs or for general use within CAS.
5. Interested in changing the very parochial nature of the student body by developing mechanisms for recruiting of out of state students. A search is underway for a new director of admissions. The short term goal is to:

- a. Displace the bottom 1,000 students with 1,000 out of state students,
- b. Bring 4.3 million dollars to campus (assuming undiscounted)

H. Walters suggested that we have current students who are happy with Stony Brook give feedback to their High School counselors as students learn about Universities from their community and schools. She was also concerned that the first impression of out of state students be positive.

6. U. S. News and World Reports

- o Type #1 criterion - Graduation reports
- o Type #2 SAT Scores - we scored 0 in that category because of way data submitted.
- o Stony Brook did not come close to the top 50 National universities, didn't make top 50 publics, the lowest rank public on the top 50 National was ranked 14 on the public list.

Questions posed:

A. Tyree asked about tuition. Dean Staros' feedback was that: After the election, tuition will rise. There has been an 8-year cap. The out of state tuition has been capped as well. Suggested the importance of uncapping the out of state tuition.

N. Goodman added that tuition might be tied to the Higher Education index as well.

No New business

Motion to adjourned @ 4:55pm.

Respectfully submitted,
Diana Voss, Secretary
A & S Senate

Resolution offered for review to the Arts and Science Senate upon recommendation by the Arts and Science Senate Executive Committee in consultation with representatives of the Arts and Science Senate Curriculum Committee

The Executive Committee of the Arts and Science Senate reaffirms the statement of the State University of New York Board of Trustees Resolution 98-241 – Regarding General Education (Item #1) which states:

The faculty of each institution will retain the responsibility for establishing the specific course requirements and content of a General Education curriculum reflective of the best practices in American higher education.

And therefore the sole responsibility for approval of general education courses at Stony Brook University shall rest with the appropriate Arts and Sciences committee.

PROPOSED GUIDELINES FOR ACADEMIC APPOINTMENTS: CROSS-DEPARTMENTAL, SPECIAL DESIGNATION

[NOTE: The following proposed guidelines for designations of faculty appointments are intended to establish consistency across departments and schools at Stony Brook. They are offered for review by the Arts and Sciences Senate upon the recommendation of its ad hoc Committee on Faculty Rights, Responsibilities and Retirements. If approved by the Arts and Sciences Senate, they can be presented to the Provost (for consultation with the relevant Deans) and to the University President for review and approval.]

I. CROSS-DEPARTMENTAL APPOINTMENTS:

Joint Appointment (with Dual Primary Responsibilities)

A Joint Appointment (with Dual Primary Responsibilities) confers full faculty standing upon the appointee equally in both appointed departments or schools. The faculty line will be fiscally divided between both departments or schools.

The joint appointee with dual primary responsibilities enjoys all the privileges and incurs all the responsibilities in each department or school of a normal faculty member in either. It is normally expected that the workload of the dual appointee will be divided between the two departments or schools. The joint appointee with dual primary responsibilities has full voting rights in both departments and participates in promotion and tenure reviews in both departments or schools (in accordance with the policies of the appropriate Senate Promotion and Tenure Committees).

In the case of a Joint Appointment with dual primary responsibilities, all personnel actions including tenure review, promotions and leaves must be processed in the normal manner by both departments or schools.

A Joint Appointment with dual primary responsibilities is made by the President upon the recommendation of the Provost who, in turn, bases his or her recommendation upon the recommendations of the departments involved and the appropriate Vice President or Dean. If the proposed joint appointment with dual primary responsibilities involves a completely new appointment, the appointment must conform to the Policies of the Board of Trustees and applicable local campus policies, including standard Senate Promotion and Tenure Committee reviews.

Joint Appointment

A Joint Appointment grants faculty status to a faculty member of another department for the purposes of giving him or her formal standing in the second department and of allowing him or her to assume instructional, service, and other collaborative responsibilities in that department. The Joint Appointee's primary department will be responsible for the appointee's line, salary recommendations, and any promotion and tenure reviews.

The Joint Appointee will have full voting rights in the secondary department, including voting on promotion and tenure files in accordance with the policies of the appropriate Senate Promotion and Tenure Committee and voting on the departmental recommendation for Department Chair. The Joint Appointee will teach regularly in the secondary department according to an agreement with the secondary department as established at the time of appointment.

A Joint Appointment is made by the Provost upon the recommendation of the appropriate Dean(s) and Chairs of the departments involved. [Existing joint appointments will be recognized according to the conditions stated herewith].

Affiliated Faculty

A Title of Affiliation (a secondary title of designation) grants more limited faculty status to a member of another department for the purpose of giving him or her formal standing in the secondary department and of allowing him or her the freedom to assume instructional, service, and other collaborative responsibilities in the secondary department.

Affiliated faculty will participate in faculty meetings when invited to do so by the department and will have voting rights when so determined by departmental by-laws. Voting rights may be limited to a particular departmental graduate or undergraduate program with which the faculty member is affiliated. Affiliated faculty will not vote on promotion and tenure files in the secondary department.

II. SPECIAL DESIGNATION APPOINTMENTS

Visiting Professor

The title of Visiting Professor shall designate a salaried non-tenured appointment for a specified term reserved typically for faculty from another institution teaching for a limited period of time. Visiting Professors will not participate in departmental meetings or have any voting rights in departmental or personnel matters.

In exceptional cases, the title of Distinguished Visiting Professor (as a local title) shall designate a Visiting Professor whose accomplishments and reputation merit the extraordinary title of special distinction.

Lecturer and Senior Lecturer

The Policies of the Board of Trustees limit the title of Lecturer to one to three year renewable non-tenured appointments. Such appointments may be either full-time or part-time appointments. Full-time Lecturers shall be regarded as full-time members of a department or school with all the corresponding rights and responsibilities, including voting on all matters except those that concern tenure and promotion.

The title of Senior Lecturer will be established as a local title to recognize full-time non-tenure track faculty who have significant teaching experience and expertise. Appointment or promotion to this title will require review by the Department Chair in consultation with the department faculty, endorsement by the Dean, and approval of the Provost. The Senate will decide whether such promotions must also be reviewed by its Tenure and Promotion Committee.

REPORT TO THE ARTS AND SCIENCES SENATE

School Year fall 2002

Report by Fred Gardaphe , PTC Chair, 2001-2002

Summary of 2001 - 2002 PTC actions

	Promote to Professor	Promote to Associate Professor with tenure	Promote to Associate Professor	Tenure (already at rank of Associate Professor)
PTC yes	11	11	0	1
PTC no	1	1	0	0

In every case but one, the PTC agreed with the department's recommendation. In that one case, the PTC voted against promotion to full professor, contrary to the department. In every case but 2, all administrators (Dean, Provost, and President) agreed with the PTC. In one case, the Dean recommended a promotion that the PTC did not; the Provost and President agreed with the PTC. In the second case, the Provost and President did not agree with the PTC.

One case for promotion to full was returned to the department when the candidate took a position at another university. One case considered by the PTC did not make it to the Provost or President as the candidate took a position at another university. The PTC reviewed four new appointments and in all cases agreed with the department.

