The meeting was called to order at 15:09 in the President’s Conference Room at Fort Schuyler.

- The minutes of the Executive Committee Meeting of 15 November 2006 were approved without objection.
- The next Faculty Meeting is scheduled for 21 February 2007 at 15:00 in Engineering Room 2-49.

**President’s Report**

Vice Admiral Craine

- Admiral Craine will give a report at the upcoming faculty meeting covering multiple items, including the performance of the faculty, number of applications and enrollment figures, the state budget, etc.

**Vice-President for Academic Affairs (VPAA) Report**

Prof. Hoffman

- Prof. Hoffman will not attend the upcoming faculty meeting – Prof. Traub will give the report in his stead, covering the following items:
  - Results of the freshman grade-level meeting.
  - Retention and recruitment items
  - Bill Martinov will be invited to speak re: new liberty form being used by athletics team members. Also, requests for volunteers to act as faculty liaisons to each of the various campus sports.

**Presiding Officer**

Prof. Johansson

- Prof Johansson discussed issues relating to the recent Plenary Meeting of SUNY Campus Governance Leaders (CGL):
  - The campus governance survey completed at the last executive committee meeting was compiled with surveys from the other SUNY campuses revealed interesting differences in practices.
  - The possible formation of internal campus governance webpages and a central archive for document storage was discussed at length. Among items considered is the issue of what level of information should be stored (e.g. annual reports, notes, committee membership listings, assessments, etc.) as well as access privileges (public, internal only, committee members only, etc.). The general consensus was that central document storage should be implemented as soon as feasible to ensure continuity of information when committee chairmanship changes. Prof. Hoffman said he would look into the creation of a ‘governance drive’ on the campus computing system.
  - Prof. Johansson has arranged for training in Robert’s Rules of Order for CGL.
  - Prof. Hoffman requested a common meeting of CAP and all the DAC at some time in the near future to normalize their procedures for recommendation of appointments and promotions. Prof. Johansson offered to moderate the meeting.
Minutes of the Executive Committee Meeting of 7 February 2007

Standing Committees:

- **CAP - Committee on Appointments and Promotions:** Prof. Mathieson
  - Recommendations for promotions should be received by mid-February, to be reviewed by the beginning of March.
  - No report will be given at the next faculty meeting.

- **CONE - Committee on Nominations and Elections:** Prof. McMillan
  - Will give brief report at the faculty meeting re: the status of Chancellor’s Award nominations.
  - CONE also advises that the various departments should be holding elections for their representation on campus-wide committees.

- **CC – Curriculum Committee:** Prof. Levy
  - Proposed changes to hours/credits for multiple courses will be submitted for approval at the upcoming faculty meeting.

- **FAC – Faculty Assessment Committee:** Prof. Sturges
  - The Science Department is proposing the addition of two courses to the SUNY General Education Requirements in Natural Science. The proposal will be presented to the faculty for approval. This is an important issue for equitably granting transfer credits to incoming upper level transfer students.

- **FBC – Faculty Budget Committee:** Prof. Nadolny
  - No report will be given at the next faculty meeting.

Discussion followed as to the original purpose and current makeup of both the FBC and the College Budget Committee (CBC). Prof. Massano stated that the election procedure to the FBC could be changed to operate as a defacto election to the CBC, or the FPC could be directly charged with the task of eliminating the FBC and determining the faculty membership selection process to the CBC. Dr. Hoffman noted that the CBC currently has three faculty members (selected from the FBC), although that number can be changed if desired. Prof. Mathieson requested an explanation of the CBC procedures.

- **FPC – Faculty Policy Committee:** Prof. Massano
  - Time will be needed at the faculty meeting for the following items:
    - The 2nd reading of a proposed by-law amendment re: FPC oversight of the college Academic Integrity Policy.
    - Remarks re: upcoming graduation, suggestions, etc.

- **SPC – Student Policy Committee:** Prof. Vecchio
  - No report will be given at the upcoming faculty meeting.
  - The status of the student assessment of faculty performance was discussed.
particular, it was noted that because the assessment is not specifically mandated in the by-laws, any change of method would require only simple approval by the faculty, not an amendment to the by-laws.

- **Faculty Senator:** Prof. Warkentine
  - Good news re: the recent state budget was discussed, e.g. approval of most of the items requested by SUNY, no tuition increase, etc.
  - SUNY has expressed the intention to increase the pass-rate in multi-section, lower division core courses. To that end, funds will be available for in-house assessments of these types of courses, particularly those in which the multiple sections are taught by different instructors.
  - At the upcoming faculty meeting, Prof. Warkentine will request faculty approval of the recent University Faculty Senate resolution against the privatization of SUNY teaching hospitals.

**New Business:**
None discussed.

The meeting was adjourned at 16:17.

Respectfully submitted,

*Carl Delo*
Carl Delo
Faculty Secretary 2005-2007