Minutes of the Regular Meeting of the Faculty Executive Committee - 23 MAR 2011

The meeting was called to order at 1508 in Room 2-5 of the Science and Engineering Building.

- The reading of the minutes of the Faculty Executive Committee Meeting of 02 NOV 2011 were dispensed with and subsequently approved with a minor amendment.

- The regular Presiding officer, Prof. Dick Burke, and the regular Secretary, Mate Peter Vecchio were PRESENT. Also present were: Admiral Craine, Kathy Olszewski, Joe Hoffman, Chris McMillan, Bill Massano, Alison Romain, John Mathieson, Linda Sturges and Joe Levert.

- The purpose of this meeting is to set the agenda for the FACULTY MEETING of 06 APR 2011

**President’s Report**  
Vice Admiral Craine

The Admiral states he will make a brief presentation at the faculty regarding the state of the budget.

**Vice-President for Academic Affairs (VPAA)/ Provost Report**  
Prof. Hoffman

The provost indicates he will make some remarks at the faculty meeting regarding certain conferences and meeting, the Middle-States self study update and registration on Banner. Associate Provost Traub may make some brief remarks toward the end of the meeting.

**Presiding Officer**  
Prof. Burke

UFS has suggested a resolution on such things as “rational tuition” among other things, which the UFS will support. The PO thinks we will be asked to support this in the faculty. The PO does not think he will have any remarks.

**Standing Committees:**

- **Faculty Senator:**  
  Prof. Keefe

  Was not present at this meeting, but according to the PO, she may put forth a resolution regarding items suggested by the PO coming from the UFS.

- **CAP - Committee on Appointments and Promotions:**  
  Prof. Mathieson

  CAP met with the Provost yesterday, and as in the past, the decision will come down on from the Admiral regarding discretionary raises. The decision will come before graduation

- **CONE - Committee on Nominations and Elections:**  
  Prof. McMillan

  Spring elections will take place; at the next meeting solicitations will take place for those slots which are open.
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- **CC – Curriculum Committee:** Prof. Levert

  Prof. Levert states that rough numbers regarding items up for vote are four curriculum changes and fifteen course changes. These items may be consolidated into 4 probable voting blocks. There is the possibility the items may be voted as a whole block, vetting out only those items which somebody might find objectionable and require a debate.

- **FAC – Faculty Assessment Committee:** Prof. Sturges

  Prof. Sturges remarks that the faculty is invited to take a survey on their sequels on assessment. The online survey will be open probably until graduation. The second item to be discussed at the faculty meeting will be a summary of Alumni survey responses from 1997 to the class of 2007. Also announcements will be made regarding Faculty Assessment Day.

- **FPC – Faculty Policy Committee:** Prof. Massano

  Prof. Massano will need only a few minutes for announcements and the approval of the faculty calendar.

**TABLED MOTION** from FACULTY MEETING - 17 November 2010 (the second faculty meeting of the Fall 2010 Semester) – brought forward by the Faculty Policy Committee

  - “Any change of grade form not signed by the instructor of the course must be sent to the provost. The form must be accompanied by either a document, for example, an email, stating the instructor approved, but was not present to sign the form, or an explanation by the Chair as to why the grade is to be changed over the refusal of the instructor. The Provost will contact the instructor regarding the proposed change. The Provost will approve, or not, the change and will forward the notice of the changed grade to the instructor. The registrar shall not change any grade without the signature of the provost or the instructor.”

  This Motion remained tabled at the subsequent faculty meeting of 16 February 2011. It is noted by Dr. Burke that if no action takes place subsequently at this next Faculty Meeting the motion is dead.

- **SPC – Student Policy Committee:** Prof. Romain

  The FPC will take on a new project, that being the Academic Integrity Policy. The feeling is that it is not being uniformly applied and it is not well-understood by the faculty. The FPC will become the source for information regarding this policy. Dr. Burke asks that they consider developing a training module for this issue which could be used by the faculty.

  The new scantron has been ordered and will be available once training is completed. This training won’t take place until the Banner training has been completed.

**Old Business:**

No old business pending.

**New Business:**
Dr. Burke and the committee discuss assessment, and in particular SUNY’s assessment requirements and the assessment of university presidents.

The calendar of events will be moved at the faculty meeting by the Assistant Presiding Officer.

The Presiding Officer welcomed a motion from VADM Craine to adjourn. It was seconded by Dr. Olszewski. The meeting was adjourned at 1542.

Submitted;

Mate Peter Vecchio,
Faculty Secretary