Minutes of the Faculty Meeting of 16 November 2005

• The meeting was called to order at 15:09 in Room 2-49 of the Science & Engineering Building. The meeting commenced without a quorum. However, a quorum was obtained shortly thereafter and was in place during all votes.

• The minutes of the Faculty Meeting of 28 September 2005 were accepted without objection or revision.

President’s Report: Vice Admiral Craine
• No report.

Vice-President for Academic Affairs (VPAA) Report: Dr. Gehring
• No report.

Presiding Officer: Prof. Johansson
• Academic Bill of Rights: The Presiding Officer distributed copies of a document entitled “Academic Bill of Rights” which has been circulating. The source of the document was not identified. The P.O. noted that 5-6 SUNY campuses have passed resolutions against the use of this document; also that neither Chancellor Ryan nor the UUP support its use. The general point was made that this document may require the presentation of opposing viewpoints in subjects that some groups may consider “unsettled” (cf. section 4 of the document). The P.O. requests that faculty review this document to see if there is any case to be made for its necessity.

• Campus Governance: Assessments of the college are currently under way, and more are in the planning stages. The Faculty Senate holds that general curriculum assessments are mandated. Also, it was noted that institutional assessments are encouraged by the Middle States Review/Accreditation Board. A general comment was made that funding is needed from SUNY to conduct these assessments.

Standing Committees:

• CAP - Committee on Appointments and Promotions: Prof. Mathieson
  o No report.

• CONE - Committee on Nominations and Elections: Prof. McMillan
  o The deadline for nominations for the Chancellor’s Awards is 21 Feb. 2006. CONE is requesting the nominations be forwarded to them by 9 Dec. 2005. More information on the awards is available at the SUNY Provost web page.
  o The committee noted that the makeup of the DAC (Departmental Advisory Committee) for some departments has not been specified. DAC membership should be forwarded to CONE as soon as possible.
  o CONE advised departments to begin the election process for their Department Chair positions soon.
CC – Curriculum Committee: Prof. Levy
- Standard forms are currently available for submission of new courses and curricula. All new items are to be submitted via these forms which are available on the S-drive in read-only format (make a local copy to use the forms).
- All submissions must be forwarded to the CC Chair in electronic format at least two days prior to their meeting. Distribution of the submissions to the other CC members will be handled by the CC Chair.
- In order to alleviate the late spring rush, submissions must be made prior to the February faculty meeting (8 Feb. 2006); later submissions will be delayed until the following semester. This temporary rule will be in effect for one year (unless renewed or made permanent).
- The CC recommended four courses as summarized in a handout at the meeting. The motions to accept these courses (ENGR 631, ENGR 632, ENGR 424 and MT 522) were passed.

FAC – Faculty Assessment Committee: Prof. Sturges
- The survey of alumni from the classes of 2002, 2003 and 2004 will be available online until January 2006.

FBC – Faculty Budget Committee: Prof. Martin
- Budget information for SUNY Maritime College was distributed by the FBC electronically with paper copies available at the meeting. Dr. Gehring has begun sitting in on the committee, and hopes to better integrate its work with the College Budget Committee.

FPC – Faculty Policy Committee: Prof. Massano
- A proposed amendment to the by-laws was presented. The amendment proposes a shift of some of the present duties of the Faculty Secretary to the Assistant Presiding Officer. A vote on the amendment will be held at the next meeting.
- The FPC made a motion to remove PE (Physical Education) as a required member from all faculty committees. It was noted that PE is contained within the Science Department which is already included in the representation requirements. The motion carried.
- The “Academic Integrity and Prohibitions” document was made available and discussed at length. Of particular interest was the nature of the database that will be used to track incidents of cheating, e.g. who will guarantee its confidentiality, and what will constitute due process. A motion was made and passed to remove all but the first sentence of the final paragraph of the document. The document, which details the creation of the Academic Integrity Hearing Board and the procedures for dealing with academic dishonesty, was approved. A friendly amendment was made to charge the FPC to work with the Academic Integrity Board on document handling issues and other issues as necessary. It was noted that the Dean of Students handles student disciplinary records, and so will also handle the academic integrity records.
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- **SPC – Student Policy Committee:**
  - No report.

- **Faculty Senator:**
  - Prof. Warkentine
  - A report was issued covering the Fall Plenary Meeting of the University Faculty Senate (UFS), with the following issues discussed in detail at the faculty meeting:
    - The Senate and the Board of Trustees have agreed on campus-based assessments.
    - The Senate issued a resolution in support of the faculty of the New York State College of Ceramics (NYSCC). At the faculty meeting, a motion was made to “support our colleagues at Alfred Ceramics by supplying letters and/or support as necessary”; the motion was passed unanimously.
    - Applications are available for the “Conversations in the Disciplines” program.
    - An Academic Integrity Conference is to be held in Albany in March 2006; the Provost has funds for three Maritime attendees. More information is available on the Senate website.
    - The Senate requested information on the process used at Maritime to evaluate senior administrators.
    - The next Senate meeting will be held at the end of January 2006.

- **New Business:**
  - A suggestion was made to look into the possibility of creating a handbook for new faculty members. The handbook might contain, e.g., description of administrative procedures, implementation of the academic integrity policy, etc. A request was put out for long-time faculty to search their offices for copies of such a handbook that was distributed in years past.
  - Ms. Roth made announcements regarding the status of the online registration process, particularly procedures that might be necessary in order to obtain current ID and PIN numbers.

- The meeting was adjourned at 16:44.

Respectfully submitted,

*Carl Delo*

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Faculty Secretary 2005-2006