

Faculty Senate Minutes #421

September 3, 2014

1:40 PM

Moot Court NB

Present (40): Chevy Alford, Andrea Balis, Ned Benton, Adam Berlin, Claudia Calirman, James Cauthen, Kashka Celinska, Marsha Clowers, Silvia Dapia, Artem Domashevskiy, Janice Dunham, Jennifer Dysart, Peggy Escher, Joel Freiser, Katie Gentile, John Gutierrez, Maki Haberfeld, Hunter Johnson, Karen Kaplowitz, Lou Kontos, Tom Kucharski, Carmen Kynard, Kyoo Lee, Vincent Maiorino, Xerxes Malki, Jay Pastrana, Edward Paulino, Frank Pezzella, Melinda Powers, Dainius Remeza, Marcel Roberts, Raul Romero, Raul Rubio, Ian Seda, Francis Sheehan, Charles Stone, Staci Strobl, Robert Till, Fritz Umbach, Daniel Yaverbaum

Absent (4): DeeDee Falkenbach, Terry Furst, Lior Gideon, Maria Kiriakova,

AGENDA

1. **Adoption of the agenda**
2. **Announcements & Reports**
3. **Adoption of Minutes #420 of the May 22, 2014, meeting**
4. **Update on the Faculty Senate's initiative on faculty teaching load mitigation**
5. **Proposal that the Senate recommend that the College pay for commencement regalia**
6. **Proposal that the Senate recommend that the College participate in the Faculty Survey of Student Engagement (FSSE)**
7. **Update on paper versus online administration of the Student Evaluation of the Faculty**
8. **Update on the Faculty Personnel Committee actions regarding the appeals process**
9. **Signup for Ad Hoc Senate Working Groups for continuing work by these groups:**
 1. **Adoption of the agenda.** Approved.
 2. **Announcements & Reports.** Noted.
 3. **Adoption of Minutes #420 of the May 22, 2014, meeting.** Approved.
 4. **Update on the Faculty Senate's initiative on faculty teaching load mitigation**

The Fiscal Planning Subcommittee (FPS) of the Budget Planning Committee (BPC) will meet on September 10 at which time the Senate/Chairs joint motion will be made and voted on calling for an additional \$120,000 to be allocated for the second year of the teaching load mitigation initiative, \$120,000 having been allocated last year by the Provost.

Senator Melinda Powers said she is concerned that the meeting is scheduled for 4 pm, when some faculty may be teaching; she suggested that the BPC members be told that Senators will cover classes when the motion is voted on so that BPC members can go to the meeting, cast their votes, and return to class. She volunteered to do this.

5. **Proposal that the Senate recommend that the College pay for commencement regalia**

Faculty who do not own academic regalia must rent it for commencement although last year and this year the College is paying for the rental for those who attend the September convocation for entering students. A motion was made and adopted recommending that the College rent academic regalia for faculty who attend commencement. A second part of the motion called for faculty to have the choice of purchasing their own regalia and being reimbursed each year by the College for a percentage, such as 10 percent, of the purchase price. The two-part motion was adopted by unanimous vote.

6. **Proposal that the Senate recommend that the College participate in the Faculty Survey of Student Engagement (FSSE)**

The keynote speaker at Faculty Development Day on August 27 spoke about the usefulness of the Faculty Survey of Student Engagement (FSSE), which some colleges administer in addition to the National Survey of Student Engagement (NSSE). The Senate adopted a motion, by unanimous vote, recommending to the President and Provost that the FSSE be administered at John Jay annually.

7. **Update on paper versus online administration of the Student Evaluation of the Faculty**

Vice President Fritz Umbach reported that the ad hoc Senate group on this topic has had several meetings with Kevin Nesbitt of Provost Bowers' Office and that the various recommendations of the ad hoc group are being explored by the vendor and by Kevin Nesbitt. VP Umbach said he would report in more detail once the discussions have progressed further.

8. **Update on the Faculty Personnel Committee actions regarding the appeals process**

President Kaplowitz reported that the minutes of the Faculty Personnel Committee's May 2 meeting state that a motion creating an appeals committee separate from the FPC passed; in fact, she said, she witnessed President Travis, the FPC chair, rule that the motion had failed.

She also said that the motion included such details as a requirement that 12 faculty members are to serve on the appeals committee and that the 12 are to serve staggered three-year terms,

even though the FPC had no opportunity to discuss any of these specifics, which were added by President Travis while the voting was taking place.

Senator Tom Kucharski said that during his annual evaluation he learned that although the vote of the FPC was sufficient to pass the proposal, the FPC did not have a quorum when the vote took place and, therefore, the motion failed. He said that he was told that President Travis plans to reintroduce the motion on September 19 at the organizational meeting of the FPC. Senator Staci Strobl suggested that discussions about the membership and terms of office were premature and that Robert's Rules must be followed.

9. Signup for Ad Hoc Senate Working Groups for continuing work by these groups

A signup sheet was distributed for Senators to volunteer for Senate ad hoc working groups that was formed last semester. A motion was made proposing that another working group be created that would develop ideas for consideration by the Senate about ways to allocate reassigned courses to faculty; this is a necessary part of the teaching load mitigation initiative. This motion was adopted and the signup sheet was revised to include this fourth ad hoc working group. Those who signed up for the ad hoc groups are:

***Improving the Student Evaluation of Faculty administration and instrument:**

Chevy Alford
Xerxes Malki
Marcel Roberts
Raul Rubio
Fritz Umbach
Daniel Yaverbaum

***Increasing student-faculty engagement outside of class:**

Joel Freiser
Jay Pastrana
Frank Pezzella

***Extending the community hour to include master's students and faculty:**

Jennifer Dysart
DeeDee Falkenbach
Karen Kaplowitz
Tom Kucharski
Melinda Powers

***Developing methods of allocating workload course releases for consideration by the Faculty Senate:**

Adam Berlin
Silvia Dapia
Karen Kaplowitz

Tom Kucharski
Melinda Powers
Staci Strobl

The meeting was adjourned at 3:30 pm.