

FACULTY SENATE EXECUTIVE COMMITTEE

Minutes of November 12, 2003

(unapproved)

The Faculty Senate Executive Committee met at 2:00 p.m. on Wednesday, November 12, 2003, in the Center for Tomorrow to consider the following agenda:

1. Approval of the minutes of October 22, 2003
2. Report of the Chair
3. Report of the President/Provost
4. Report on campus safety issues - J. Grela
5. Update on classrooms - K. Seitz, S. Sullivan, & R. Lesniak
6. Old/New business
7. Executive session (if needed)
8. Adjournment

Item 1: Approval of the minutes of October 22, 2003

The minutes were approved as distributed.

Item 2: Report of the Chair

Chair Nickerson called for a moment of silence in memory of former FSEC member and colleague Professor Bernice Noble, who died this past weekend.

The Professional Staff Senate (PSS) met last week and heard from Mitch Green, director of the Faculty Student Association (FSA). PSS Chair Labinski commented that Mr. Green's presentation was very interesting. The FSA, which is now located in Crofts Hall, will be making healthy food selections available. It will soon be possible to order a meal in the morning and have it delivered in Crofts at lunchtime.

A University Libraries symposium on scholarly publishing was held yesterday. Topics included the use of electronic publishing and open access publishing in tenure decisions.

FS Secretary Hepfer is absent today, but his tape recorder is here, so he'll be able to prepare the minutes when he returns.

Committees of the Faculty Senate:

- The Facilities Planning Committee met yesterday and discussed a number of issues that will be presented today. The committee has monitored the plans for changes in facilities, especially classrooms.
- The Grading Committee met yesterday and talked about undergraduate and graduate grievance procedures and academic integrity. Professor Baumer will give a full report to FSEC on December 10th.

Item 3: Report of the President/Provost

None.

Item 4: Report on campus safety issues - John Grela, Director of Public Safety

Director of Public Safety Grela distributed copies of UB's "Annual Security Report" dated October 1, 2003, which is required by the federal Crime Awareness and Campus Security Act. It includes crime statistics, policies, and procedures to follow to report a crime, and is available to faculty, staff, and students from the Department of Public Safety in Bissell Hall or online at <http://www.public-safety.buffalo.edu>.

The report is similar to ones from past years, although there's now a required new section on Sex Offender Registry Information. It calls for timely warnings as appropriate, but there are currently no students or employees designated as level 2 or level 3 sex offenders.

Most of the crime statistics are either down or around the same as the previous few years. There have been increases in robbery, burglary, arson, and alcohol violations, however. Some of these have occurred on properties adjacent to campus, and the arson incidents stopped when a resident hall student was apprehended and prosecuted.

Better reporting and coordination of enforcement efforts between Buffalo city police and UB police may be responsible for the recent increase in alcohol arrests on South Campus and surrounding neighborhoods. A major crackdown was staged when many parties were raided around Halloween. Many of the arrests were at off-campus fraternity houses that are no longer sanctioned by UB.

Students looking for quiet study spaces should not stay alone in empty classrooms. To be safe, it's always better to "walk with a friend or study with a friend."

Most buildings, except for libraries, are supposed to be locked by cleaning staff at 11:30 p.m. Devices intended for propping doors open should be discarded.

Item 5: Update on classrooms -

Vice President for University Services Kevin Seitz

Vice Provost for Enrollment & Planning Sean Sullivan

Director of Academic Services Rick Lesniak

Vice President Seitz reported that more funding is now available for classroom maintenance, so there has been progress in improving the condition and availability of classroom space. Classrooms can now be repainted on a two-year cycle instead of every four years, and broken or missing furniture can be replaced. Renovation work requires much coordination because most centrally scheduled classrooms are heavily booked.

A new program enlists students to monitor classroom conditions, a responsibility formerly handled by custodial staff; 75 rooms have been inspected to date. There are currently 130 centrally scheduled classrooms of which 52 are equipped with "smart" technology podiums. Diefendorf 103 and Clemens 103 were updated last summer, and 14 more classrooms in Alumni Arena, Kimball Tower, and Capen, Clemens, Cooke, Diefendorf, and Talbert halls are scheduled for improvements over the next 18 months.

Dr. Lesniak said there are plans to increase the number of technology classrooms by adding around 10 each year. Every time one is added, however, it increases the overall cost of

supporting and maintaining all available equipment. Updating the technology podiums will make them more user-friendly for everyone, including instructors with disabilities.

Scheduling technology renovations is difficult, because it sometimes involves taking classrooms offline for up to a month.

Vice Provost Sullivan said that it's important to maximize the use of classroom space, even though it complicates scheduling renovation work. It would be helpful if departments would commit to scheduling classes during blocks of time that remain consistent from semester to semester. New scheduling software should eliminate some past problems.

Professor Rittner said she's been pleased with the response she's received when there have been technology problems during her classes.

Professor Baumer said that cleaning whiteboards is difficult, because many markers can't be erased easily. Since markers are often missing from classrooms, it's a good idea to carry a spare.

Professor Schack said that classrooms are so tightly scheduled that often none are available for special events. It's embarrassing to have an eminent speaker visit our campus and not be able to find a classroom large enough to host an important lecture.

Professor Zambon, chair of the FS Facilities Planning Committee, expressed appreciation to Drs. Seitz, Lesniak, and Sullivan for their responsiveness to classroom issues.

Item 6: Old/New business

None

Item 7: Executive session (if needed)

FSEC met in executive session

Item 8: Adjournment

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Will Hepfer

Secretary of the Faculty Senate

Attendance (P = present; E = excused; A = absent)

Chair: P. Nickerson (P)

Secretary: W. Hepfer (E)

Architecture & Planning: S. Danford (P)

Arts & Sciences: S. Bruckenstein (A), M. Churchill (P), R. Hoeing (P), S. Schack (P), K. Takeuchi (P)

Dental Medicine: M. Donley (P)

Education: L. Malave (P)

Engineering & Applied Sciences: J. Jensen (P), R. Mayne (P)

Informatics: F. Tutzauer (P)

Institutional/General: O. Mixon (A)

Law: L. Swartz (P)

Management: C. Pegels (P)

Medicine & Biomedical Sciences: J. Hassett (P), G. Logue (P), B. Murray (E), J. Sellick (P)

Nursing: P. Wooldridge (P)

Pharmacy: G. Brazeau (A)

Public Health & Health Professions: C. Crespo (E)

Social Work: B. Rittner (P)

SUNY Senators: J. Adams-Volpe (P), W. Baumer (P), M. Kramer (P), P. Nickerson (P)

University Libraries: CA Fabian (P)

University officers: Provost Capaldi

Guests: D. Budniewski (Reporter), L. Labinski (Prof. Staff Sen.), R. Lesniak (ASCIT), K. Seitz (Univ. Services), S. Sullivan (Enrollment & Planning), J. Zambon (Facilities Cmte.)