

FACULTY SENATE EXECUTIVE COMMITTEE

Minutes of November 18, 1998 (unapproved)

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The Faculty Senate Executive Committee met at 2:00 PM on November 18, 1998 in Capen 567 to consider the following agenda:

- [1. Approval of the Minutes of October 28 and November 4, 1998](#)
- [2. Report of the Chair](#)
- [3. Report of the President/Provost](#)
- [4. Charging the Faculty Senate Information and Library Services Committee](#)
- [5. Charging the Faculty Senate Facilities Planning Committee](#)
- [6. Old/new business](#)

Item 1: Report of the Chair

The Chair reported that:

Senior Vice Provost Levy has requested FSEC's input on a proposed name change for the Department of Occupational Therapy to the Department of Occupational and Rehabilitative Science. The Chair circulated a memo from Dean Eckert which presents the rationale for the change. The Department will have an expanded mission, including a new Ph.D. program in rehabilitative science.

There were questions from the floor:

What is the difference between occupational therapy and rehabilitative science? (Professor Woodson) Are the Department's faculty in favor of the change? (Professor Malone) The faculty, the Chair and the Dean are in favor of the change (Professor Nickerson) he attended the meeting of the Professional Staff Senate Executive Committee. The PSSEC

discussed a revision of UB's recognition Program; the revision will also be coming to FSEC for its comments. The PSSEC is meeting with their standing committees much as FSEC is doing. There is interest in having parallel committee structures between Faculty Senate and Professional Staff Senate.

re Faculty Senate Committees:

the Faculty Senate Academic Planning Committee met on November 17, at which meeting Provost Headrick presented a very preliminary draft of the Mission Review Statement. The Committee will read the draft and discuss the thrust and scope of the document further with the Provost. The Statement will come to the Senate after further revision. It is not clear whether there will be time for the Senate to comment on the Statement before it is submitted to SUNY. The Academic Planning Committee also discussed their report on the reorganization of the Department of Statistics which will be presented to FSEC at its December 2 meeting, with a presentation to the Senate scheduled for December 8. He has asked the Academic Freedom Committee to meet again face to face to work further on the consensual relations report and resolution; he would like to schedule a report on work in progress for the December 16 meeting of FSEC and a final report to FSEC on January 20, with a presentation to the Senate on January 26. The Chair has heard considerable criticism that the Senate has not been able to deal with this issue

re Resolutions of the Faculty Senate:

President Greiner has responded to the Resolution on Mentoring of Junior Faculty. The President views the Resolution as "a great idea; a well-executed junior faculty mentoring plan at UB would go a long way toward creating cohesive and richly productive faculty relationships throughout the University, as well as ensure strong retention." The initiative has been referred to the Provost.

Item 2: Approval of the Minutes of October 28 and November 4, 1998

Professor Schack asked for a revision of the Minutes of October 28. Page 7, line 9 of the unapproved Minutes attributes the following statement to him: "have had a class situation

in which some members of the class felt aggrieved because of my social relationship with other students." He asked that the following more accurate statement be substituted: "have know of class situations in which some members of the class felt aggrieved because of the faculty member's social relationship with other students." With that revision, the Minutes of October 28 and November 4, 1998 were approved.

Item 3: Charging the Faculty Senate Information and Library Services Committee

The Chair invited Professor Lee, Chair of the Information and Library Services Committee, Barbara von Wahlde, Associate Vice President for University Libraries, and Professor Spencer, Chair of the Libraries Faculty, to join him for a discussion of the work of the Committee and of its charge.

Professor Lee reported that because of other demands on his time, the Committee has been relatively inactive, especially during the last year. The Committee needs a co-chair to ensure that it meets regularly. Associate Vice President von Wahlde complimented Professor Lee's chairmanship, but agreed that a co-chair would be desirable to have a more active Committee.

Professor Woodson asked with what on-going responsibilities the Standing Orders charged the Information and Library Services Committee. The Chair responded that the Committee is concerned with matters concerning the policies and practices of the University Libraries and other informational resources and services. Professor Lee added that recently the Committee had been concerned with the integration of information technology into the Libraries and resource allocations as between traditional resources and technology. Another concern has just been keeping up with the changes in libraries. The Chair added that the Committee has met with the Faculty Senate Computer Services Committee.

Professor Woodson rephrased her question to ask if the Committee saw itself as having an operational role in the management of the Libraries. Professor Lee responded that it was important for faculty to be kept apprised of developments in the Libraries and for the faculty

to have a advisory voice. Associate Vice President von Wahlde added that the Committee pays attention to the issues facing the Libraries in greater depth than the average faculty, and acts as an advocate and an interpreter for the Libraries. The Committee also meets with Senior Vice President Wagner and Chief Information Officer Innus in order to understand the administrative support available to the Libraries.

Professor Spencer suggested that a library faculty member be appointed to the Committee. She added that there are two specific issues which she would like to see the Committee examine: the taking of library space for other than library uses and the kind of staffing appropriate for the future of the Libraries.

She noted that in the Spring there were extended discussions of pre-empting library space for the Educational Technology Center, the cybrary zones are taking library space, and it seems likely there will be future requests for space. While librarians are strong advocates for technology, they are also want to preserve the Libraries' collections, and to continue to offer traditional services. However it is clear that some resources will be diverted away from these areas to support technology. The teaching faculty need to be represented in reaching a long-term balance.

The second area the Committee could usefully examine is the kind of future staffing the Libraries will need. It is uncertain whether the Libraries will be staffed by librarians prepared to continue giving research and teaching assistance to the University community or by librarians who are primarily focused on computer support.

The Chair asked for comments:

the Committee seems already to have adequate members; if there are going to be vacancies, it would be helpful in suggesting possible appointees to know what academic areas will be losing their representation (Professor Schack)

have not yet polled the membership to see who will be dropping off; more expeditious to have some nominees already in mind; will come to FSEC before making appointments (Professor Nickerson)

want to make clear that the Committee has responsibility not only for library issues but also

for CIT issues; the Committee has met with the Computer Services Committee in overlapping areas of concern although less frequently with the creation of the nodes (Associate Vice President von Wahlde)

there has been some discussion of having only one committee to handle both rather than two (Professor Lee)

would like to see the Committee follow up on Professor Spencer's suggested topics (Professor Kramer)

explain governance structure of the Libraries (Professor Nickerson)

under the Associate Vice President for University Libraries, there are three types of staff: library faculty, professional staff and clerical staff; the library faculty have a set of Bylaws, and elect a Chair and a personnel committee (Professor Spencer)

the librarians have also developed a document which sets out appropriate criteria for personnel actions (Professor Adams-Volpe)

how many librarians? (Professor Tamburlin)

between 60-70; problems we are facing now are the same as twelve years ago: the budget, the high cost of serials, the introduction of technology; space is an equally long standing problem; a project to convert Bethune Hall to a storage facility was not given a high enough priority on this campus to receive SUNY funding, but there is some discussion of using buildings on the North Campus for storage (Associate Vice President von Wahlde)

the entire Capen building was built to library load bearing specifications (Professor Baumer)

the taking of library space for administrative purposes, forcing library materials into storage, is appalling; the Committee could usefully consider this issue and perhaps draft a resolution against the taking of library space (Professor Woodson)

all kinds of space, e.g. scarce classroom space, gets taken for all sorts of purposes counter to all sorts of interests; Faculty Senate should not support a resolution that identifies one type of space as sacrosanct (Professor Schack)

do the Libraries identify low use items for storage as a regular routine, not just in response to space being taken or given? (Professor Harwitz)

if there were storage space available, the Libraries would be able to house lesser used materials to make space available for new, more heavily used material; the Libraries are not

in compliance with a variety of space related professional specifications for libraries
(Associate Vice President. von Wahlde)

discuss library hours (Professor Nickerson)

the Libraries have extended hours at the Health Sciences Library by one hour most nights;
the newly created computer area (cybrary) in the Undergraduate Library is open 24 hours
all week; the Lockwood Library cybrary space is open till 2 A.M. week nights (Associate Vice
President. von Wahlde)

Lockwood Library regular facilities will be open till midnight (Professor Adams-Volpe)

are students happy with these extra hours in the computer areas? (Professor Fisher)

there are students in the UGL cybrary at all hours; the slowest time is from 2 A.M. to 5 A.M.
(Associate Vice President. von Wahlde)

part time students in particular need more evening and weekend hours and hours during
breaks; with the availability of on-line information has library usage decreased? (Professor
Sridhar)

entrance figures have remained steady, but the availability of new computer facilities in the
Libraries may be skewing them; the number of reference questions remains the same
(Associate Vice President von Wahlde)

is the Blake Reading Room in the Ellicott Complex part of the Libraries; UGL weekend
evening hours need to be increased since not all students want to party on the weekend and
it is impossible to study in the dorms (Mr. Kabakov)

the Reading Room is not part of the Libraries; only a small number of students would be
likely to use increased weekend hours (Associate Vice President von Wahlde)

are the Libraries using CD-ROM technology to replace books to save space? (Professor
Malone)

the life span of CD-ROM products is not known and the technology is considered unproven;
there are projects to digitize journal collections in particular but this is also unproven
technology (Associate Vice President von Wahlde)

Jstor, to which UB subscribes, is a highly successful project to digitize entire runs of major
academic journals but no library has discarded its paper journals in reliance on it; instead
paper journals are being stored but are accessible for browsing and up (Professor Adams-

Volpe)

how are theses and dissertations stored? (Professor Wooldridge)

at UB they are stored in paper; there has been experimentation with electronic access to theses and dissertations, but institutions are reluctant to give up proprietary interest in that research (Professor Adams-Volpe)

unaware of proprietary interest in research other than the author's copyright (Professor Wooldridge)

unlike classroom and office space, library space because of its floor load requirement is not interchangeable with other space; standard floor load is 40/60 pounds/square foot, whereas library floor load is 100 pounds/square foot (Professor Baumer)

the Committee should continue to monitor how well departments give the Libraries feed as their missions change (Professor Nickerson)

Item 4: Report of the President/Provost

There was no report of the President/Provost.

Item 5: Charging the Faculty Senate Facilities Planning Committee

The Chair introduced Professor Wallace, co-chair of the Faculty Senate Facilities Planning Committee and Mr. Michael Dupre, Director of Facilities Operations. The Committee has not been active for several years but will be reactivated under the leadership of Professor Wallace and Professor Hadighi.

The Chair asked Mr. Dupre to discuss Facilities Operations. Facilities' budget has been reduced an equivalent of \$7M since 1990/1991. This reduction has come as actual budget cuts and the addition of several major facilities with no increase in staff. In fact, staff have been reduced by about 30% since 1990/1991. The unit has worked on customer communication and has been able to improve service in spite of the reductions. Facilities

has restructured itself into five components: Facilities Planning and Design, Administrative Services, Occupational and Environmental Safety Services, Facilities Operations, and IT.

Facilities Operations has focused on aesthetics issues, trying to make UB more attractive. This summer the South Campus saw the Main Street corridor dressed up, and some parking lot and road renewals. By next Fall there should be new graphic signage on both campuses. There will be three components: campus identification at arrival points which will create a sense of entrance, way finding, and special events. Facilities is finalizing an RFP for a landscaping master plan for both campuses. There are, however, no easily identifiable funds for landscaping.

There were comments from the floor:

there were administrative committees that examined classroom utilization issues; the Facilities Planning Committee might usefully look at and publicize those administrative committees' reports and conclusions (Professor Schack)

Capen has particularly bad signage and visitors get extremely frustrated trying to find their way to publicized exhibits and events (Professor Smith)

Facilities has given external way finding and landscaping a higher priority than internal way finding (Mr. Dupre)

would like an explanation for why the Libraries are considered private space for which the Libraries pay for painting and carpeting rather than public space for which the University would be responsible (Professor Adams-Volpe)

the decision to treat the Libraries as private space was made on the basis of diminishing resources; in 1997/1998 Facilities established a matching fund for refurbishing private areas, but no one has yet applied for this money (Mr. Dupre)

decentralizing funding for refurbishing is a good strategy because it forces departments to put their money where their mouths are; the SUNY Architectural Code discourages signage in buildings which is one reason signage has been so bad for so long on the campus (Professor Baumer)

customer service surveys give a sense of personal contact and have improved response time; are large equipment repairs no longer done by Facilities personnel? (Professor

Tamburlin)

Facilities policy does not authorize repair of departmental equipment; in the past staff sometimes ignored the policy, but because of staff reductions that has probably stopped; not clear about the role of the shops established in the Schools (Mr. Dupre)

the campus is frighteningly dark at night; are there at night surveys of the lighting?

(Professor Woodson)

there is a monthly check at night by staff from the Electric Shop to identify lights that aren't working; there is a campus wide Personal Safety Task Force to which problems can be reported; twice a year a representative group from the campus community walks the campus to identify problem areas (Mr. Dupre)

the concept of private space seems inappropriate for a state university (Professor Fisher)
public space is for general University use and Facilities is responsible for its upkeep; private space is assigned to a particular unit for the activities of that unit and the unit is responsible for upkeep beyond general maintenance, e.g., painting, carpeting; (Professor Baumer)

is it fair to call a facility used by a million people a year private space? (Professor Adams-Volpe)

a unit should budget for wear and tear (Professor Baumer)

basic pattern of a unit allocating money for upkeep is reasonable (Professor Schack)

publicize the ability to submit a work request to Facilities via its web page; would help with the lighting problem (Professor Harwitz)

Facilities provides routine maintenance to private space; it's only painting, etc. for which the unit is responsible (Professor Boot)

departments with small budgets have to take money from teaching to keep their space looking attractive to students (Professor Tamburlin)

well established benchmarks allocate 4% of the replacement value of an institution's physical plant for maintenance, 2% for operational maintenance and 2% for capital expenditures; in the last ten years UB has received only about .4% for capital replacement and the Facilities, with its budget declining, has diverted operations money to capital expenditures (Mr. Dupre)

real issue is central funding or unit funding of maintenance; increasingly the University is

moving to unit funding; wants to be remembered as the Provost who did not replace his carpet (Provost Headrick)

The Chair summarized the issues identified for the Committee to discuss: examining the reports on classroom utilization and interacting with Facilities. Mr. Dupre provided a copy of the Committee's last formal charge from FSEC for reference.

Item 6: Old/new business

Dean Eckert's memo requesting a name change for the Department of Occupational Therapy to the Department of Occupational and Rehabilitation Science having circulated during the meeting, the Chair asked for comments on the proposed change.

the new name should be the Department of Occupational Therapy and Rehabilitation Science (Provost Headrick, Professor Schack)

There was a motion (seconded) to receive the memo, specifying the modification to the name. The motion passed.

There was no other old/new business.

The meeting was adjourned at 3:50 PM.

Respectfully submitted

Marilyn M. Kramer

Secretary of Faculty Senate

Present:

Chair: Peter Nickerson

Secretary: Marilyn Kramer

Engineering & Applied Science: Ramalingam Sridhar

Health Related Professions: Judith Tamburlin

Information & Library Studies: George D'Elia

Law: Lou Swartz

Management: John Boot

Medicine & Biomedical Sciences: Boris Albini, Cedric Smith

Natural Sciences & Mathematics: Samuel Schack

Nursing: Powhatan Wooldridge

Pharmacy: Nathan

Social Sciences: William Baumer, Mitchell Harwitz

SUNY Senators: Judith Adams-Volpe, John Fisher, Dennis Malone

University Libraries: Dorothy Woodson

Ex-Officio: Robert Hoeing

University Officers: Thomas Headrick, Provost

Guests: Eran Kabakov, Undergraduate Student Association

Martin Weiss, Pre-Professional Special Interest Housing

Lee Koslowski, The Spectrum

John Celock, The Spectrum

Sue Wuetcher, Reporter

Karen Spencer, Chair, Libraries Faculty

Sherri Wallace, Co-Chair, Facilities Planning Committee

Michael Dupre, Director of Facilities Operations

Barbara von Wahlde, Associate Vice President for University Libraries

Richard Lee, Chair, Information and Library Services Committee

Excused:

Dental Medicine: Robert Baier

Graduate School of Education: Lilliam Malave

SUNY Senators: Claude Welch

Absent:

Architecture & Planning: Shahin Vassigh

Arts & Letters: Martha Hyde

Medicine & Biomedical Sciences: Herbert Schuel

Natural Sciences & Mathematics: Melvyn Churchill