

FACULTY SENATE EXECUTIVE COMMITTEE
Minutes of January 24, 2001 - (approved)
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The Faculty Senate Executive Committee met at 2:00 PM on January 24, 2001, in Capen 567 to consider the following agenda:

1. [Approval of the minutes of December 6, 2000](#)
2. [Report of the Chair](#)
3. [Report of the President/Provost](#)
4. [Discussion of: the Campus Safety Policy \(Environmental Protection Agency\) and the University Facilities' Policy and Procedure for Environmental Review and Public Participation - Michael Dupre, Associate Vice President for University Facilities, Louis Henry, Director of Occupational and Environmental Safety Services](#)
5. [Charging the Faculty Senate Tenure and Privileges Committee - Professor Schack, Chair, Tenure and Privileges Committee](#)
6. [Old/new business](#)

Item 1: Approval of the minutes of December 6, 2000

The minutes of December 6, 2000, were approved. **Item 2: Report of the Chair**

The Chair reported that:

1. the Provost presented the final Memorandum of Understanding between UB and the State University of New York to the UB Council at its December meeting; the MOU is available on the Provost's web site <http://www.provost.buffalo.edu/StrategicPlanningDocuments/2000_Memo_of_Understanding_UB_SUNY.htm>; in an effort to increase the Council's awareness of academic progress at UB, Dr. Luo from the Department of Physics described the Spintronics Program headed by UB

2. UB has implemented a new policy requiring that grant submissions include tuition for graduate students in addition to stipends and fringe benefits; this is routine for grants from the National Institutes of Health, but not for industry or other government agencies; the Committee is concerned that the requirement will result in the hiring of technicians and postdoctoral associates rather than graduate students; the Committee strongly encourages flexibility in applying this new policy
3. elections for the Chair of the Faculty Senate and one SUNY Senator are underway
 - there are two candidates running for the Chair of the Faculty Senate, Professor Robert Hoeing from the Department of Modern Languages & Literatures and Professor Michael Cohen from the Department of Neurology; ballots will be counted around March 1; there are three candidates running for the position of SUNY Senator, Professor Samuel Schack from the Department of Mathematics, Professor Adams-Volpe from the University Libraries and Professor J. David Smith from the Department of Psychology; ballots will be counted after Spring break; the Elections Committee is beginning the work of reapportioning Faculty Senators (Professor Kramer)
 - the Department of Computer Science and Engineering resides in both the College of Arts and Sciences and the School of Engineering and Applied Sciences; how will it be counted? (Professor Malone)
 - the Elections Committee will ask the advice of the Bylaws Committee (Professor Kramer)
 - has there been any consideration of changing the requirement that a candidate must receive a majority of the votes cast to win? (Professor Adams-Volpe)
 - add someone knowledgeable about different voting systems to the Bylaws Committee (Professor Schack)

There was a motion (seconded) to refer the question of the desirability of requiring majority votes to the Bylaws Committee. The motion passed unanimously.

4. the Provost has rescheduled her meeting with the Faculty Senate Executive Committee from February 7 to January 31; the issue of Structural Biology will be discussed in that executive session and the results reported at the February 14 meeting of the Executive Committee
5. the SUNY Senate meets this weekend in New Paltz; will report on the meeting briefly to the Faculty Senate on February 6 and more fully to the Executive Committee on February 14
6. the Faculty Senate is a co-sponsor of the Professional Staff Senate's Wellness Day
 - Wellness Day is February 9; there will be a variety of educational and entertainment activities and tastings; participants will be able to have blood drawn before the event for extensive blood work (Dr. Coles)

7. the President's Task Force on Racial and Ethnic Diversity will distribute several surveys, one of which relates to the climate at UB
 - the Task Force is charged to look at practices and policies and to assess the climate relating to racial and ethnic diversity at UB; the Task Force will distribute a survey that will take 10/15 minutes to complete to faculty, staff and students; encourage faculty to participate (Dr. Durand)
8. the Provost, the Faculty Senate, and the Faculty Senate Committee on Teaching Effectiveness will offer a Workshop on the Assessment of Teaching Effectiveness on February 23; in early February there will be a teleconference on intellectual property rights
9. additional topics for the FSEC to discuss are needed; suggestions for new members of the Faculty Tenure and Privileges Committee and the Public Service Committee are also needed
10. the following Faculty Senate Committees have been active: on January 23 the Academic Planning Committee discussed Structural Biology and will report at the Provost's meeting on January 31 and again on February 14; the Information and Library Committee will meet soon; the Public Service Committee is working on a document for evaluating public service for promotions; the Research and Creative Activities Committee is formulating a web based questionnaire on faculty concerns about research and creative activity

There were questions for the Chair:

- what is the status of the teaching portfolio? (Professor Sridhar)
- will ask the Provost; at one time the document on the teaching portfolio was going into the Faculty/Staff Handbook (Professor Nickerson)
- the College of Arts and Sciences is requiring a teaching portfolio for dossiers (Professor Schack)
- will the discussion of Structural Biology cover the broader topic of graduate education or only those who define themselves as structural biologists? (Professor Fournier)
- the discussion will focus on organizational change (Professor Nickerson)

Item 3: Discussion of the Campus Safety Policy and the University Facilities' Policy and Procedure for Environmental Review and Public Participation At the Executive Committee's December 6, 2000 meeting Associate Vice President Dupre presented a draft Campus Safety Policy, which was developed in

anticipation of possible campus review by the Environmental Protection Agency. To allow for full consideration of the Policy, a second discussion was scheduled for this meeting.

There was a motion (seconded) to endorse and accept the policy. The motion passed unanimously.

The University Facilities' Policy and Procedure for Environmental Review and Public Participation originated from two Environmental Task Force concerns: first, that the provisions of the New York State Environmental Quality Review Act (SEQRA) be fully complied with in campus development projects, and second, that there be opportunity for public participation in planning for such development. The Policy and Procedure makes University Facilities responsible for SEQRA compliance. It also provides for "a public participation process for all new building construction, building additions, campus master planning and other activities which can have significant impacts on campus land use and environmental quality".

There was a motion (seconded) to endorse the Policy and Procedure. Discussion followed:

- what weight will comments from the public be given? (Professor Noble)
- hopefully senior administration will take such comments into consideration but responsibility for making the decision is the senior administration's (Associate Vice President Dupre)
- the Faculty Senate in most cases only has the power of moral persuasion (Professor Malone)
- it has not been the past practice to solicit public comments, so this is a culture shift (Associate Vice President Dupre)

The motion passed unanimously. **Item 4: Report of the**

Provost President Greiner is recovering from vascular surgery for a clogged carotid artery. He is anxious to return to work.

The Provost attended a dinner in Albany given by Chancellor King honoring science research in SUNY; UB Professors Bloebaum and Holm were recognized. During the day Assistant Vice President Penksa mercilessly introduced the Provost to legislators. Reared as a New Yorker, the Provost enjoyed the "in your face" style of some of the officials she met.

The Provost is very excited about Governor Pataki's naming UB a Center for Excellence in Bioinformatics. She described

bioinformatics as the application and use of computing power to analyze data from the human genome. She believes UB is already “terrific” in the field, having top ten supercomputing capability (the Center for Computational Research), strong visualization capacity (the New York State Center for Engineering Design and Industrial Innovation), and partnerships with the Hauptmann-Woodward Institute and Roswell Park Cancer Institute. UB has funding from various sources (NYSTAR and the UB/Roswell CAT) to support the development of products and technology based on the underlying science. Governor Pataki is interested in the development of industrial partnerships, and Buffalo’s business community is cohering in support of making Buffalo a national center for bioinformatics. Local government is also supportive. The Provost believes informatics broadly defined could generate as much as \$100 M in funding for UB.

February 6 is UB Day at the Legislature. UB’s computing capabilities will be highlighted. Many legislators do not realize the many strengths that UB has already. The Provost urged faculty to aggressively publicize the good things going on at UB whenever they get the chance. She also asked faculty to inform her office and the Assistant Vice President for Legislative Affairs of events in their areas.

There were questions for the Provost:

- do you have any sense of the Governor’s budget? (Professor Schack)
- Governor’s budget focuses on the hospital problem; SUNY gets some \$40M, of which some \$30M is for salary increases; expect UB to generate more tuition income which will support program growth (Provost Capaldi)
- other schools do a much better job at promoting their work; find out what internal communication mechanisms they use (Professor Schack)
- set up web page about UB accomplishments that faculty could use to inform themselves (Professor Sridhar)
- UB would benefit from a daily newspaper (Professor Fournier)
- The Spectrum would welcome news about faculty accomplishments (Ms. Pickert)
- should publicize the accomplishments of UB alumni (Professor Nickerson)

- in November you issued a memo on faculty workload; am not aware of any consultation with faculty prior to your issuing the memo; furthermore the content of the memo is in conflict with a 1992 Faculty Senate resolution; are you willing to have a consultative, collegial process on the matter? (Professor Swartz)
- the memo has been referred to the Tenure and Privileges Committee (Professor Nickerson)
- the policy is new only in that it has been put in writing; it was issued at the request of the Deans who wanted to harmonize the policies of the Schools; the policy leaves the process of balancing teaching, research and publication to the units (Provost Capaldi)
- memo was read as giving Deans the power to establish work load norms and traditionally that has been done at the department level (Professor Fournier)
- when nationally accepted workload norms exist, the policy permits decision making at the department level (Provost Capaldi)

Item 5: Charging the Faculty Senate Tenure and Privileges Committee

The Chair noted that last year the Tenure and Privileges Committee had reviewed the Presidential Review Board's document on evaluating scholarship. The Chair asked the status of that document. The Provost responded that the Deans felt that the purpose of that document was unclear.

She added that she had met with the Faculty Senate Public Service Committee to discuss its document on evaluating applied research and service. She asked the Committee to continue work on clarifying how to assess excellence in these areas.

Professor Schack stated that last year the Tenure and Privileges Committee had also worked on a recommendation that a teaching portfolio accompany promotion dossiers. Senior Vice Provost Levy said the Committee's suggestions had been incorporated in the document and that the Provost had forwarded it to President Greiner.

There were comments from the floor:

- how do those involved in dossier preparation know about changing standards? (Professor Booth)
- workshops (Senior Vice Provost Levy)

- the non-science areas need clarification of how to treat grant getting activity in promotion (Professor Malave)
- chairs should explain in a dossier the standards of the field; would not want a university wide statement about how to evaluate different components of a dossier (Provost Capaldi)
- the Tenure and Privileges Committee feels it would be inappropriate for it to set standards in this area (Professor Schack)
- the Graduate School of Education does not have a clear understanding on how to treat grant getting activities (Professor Malave)
- that is a problem for the School to solve, not for the institution (Provost Capaldi)
- deans' and chairs letters' reflect their individual beliefs about the relative weight to be given to the various components of a dossier; to the extent that there is turnover of deans and chairs, a faculty member can be subject to changing tenure requirements (Professor Swartz)
- Faculty Senate passed a resolution urging departments to have clear, written criteria to evaluate faculty for tenure and an annual review of faculty progress toward those criteria; Committee could look at including departmental criteria in the dossier (Professor Schack)
- in addition to the chair there are levels of faculty and administrative review of a dossier (Senior Vice Provost Levy)
- workshops and voluminous paperwork help chairs and deans in preparing dossiers; departmental and school tenure committees, however, are not well charged or trained (Professor Noble)
- committees could provide a detailed report explaining votes (Professor Schack)
- standards naturally rise as the University improves; will be talking to the PRB about my expectations and would be glad to also talk to the Tenure and Privileges Committee (Provost Capaldi)
- need criteria that will survive changing administrations (Professor Malave)
- Tenure and Privileges Committee may want to encourage compliance with the resolution on written criteria (Professor Malone)
- Committee could evaluate how well the advocacy process is working (Professor Nickerson)
- advocate should be assigned in all cases, not just problem cases, and advocate should be involved from the beginning to PRB (Professor Fournier)

- in some departments advocates are assigned only to problem cases while in other departments they are routinely assigned; needs to be consistency in the policy (Dr. Durand)

Professor Schack summarized topics for the Committee to consider: the workload issues raised in the Provost's memo, PRB's document on evaluating scholarship, how advocates are used across the University, and how the continuity of tenure criteria and their application at all levels of review might be increased. **Item 6:**

Old/new business Professor Fournier asked about a provostal memo which prohibits giving an exam at a different place or time than those regularly scheduled.

- the policy is included in the Faculty/Staff Handbook and was endorsed by the Faculty Senate; the memo actually liberalizes the policy, allowing an exam to be offered at a different time and venue with the consent of the class (Senior Vice Provost Levy)
- need a bigger classroom when giving an exam (Professor Sridhar)
- we don't have all the big classrooms we need; will be adding to the inventory for 2001/2002 (Provost Capaldi)
- consider designating a large classroom just for exams (Professor Boot)

Professor Schack suggested several topics for Faculty Senate to consider, viz., the impact on undergraduate education of the position of Vice Provost for Undergraduate Education, the annual process required for cross-listing courses and the policy of automatically deactivating courses that have not been offered within the last three years, including the lack of faculty consultation in the policy's development. The Provost responded that the position of Vice Provost for Undergraduate Education is being combined with the position of the Dean of the Graduate School, the incumbent of which new position will be responsible for both undergraduate and graduate curricular affairs and degree programs. This reorganization reflects the increased emphasis on 3/2 master's programs. The Provost agreed that the process of cross listing should be simplified. She also stated that she would rescind the three year deactivation policy. Professor Schack quipped that if he had known the Provost would be so helpful he would have brought a longer list of problems.

Professor Malone asked for an update on classroom availability. The Provost suggested having the new Director of Space Planning, Anne Newman speak on the topic.

There being no other new/old business, the meeting adjourned at 4:00 PM.

Respectfully submitted,

Marilyn McMann Kramer
Secretary of Faculty Senate

Present:

Chair: P. Nickerson

Secretary: M. Kramer

Arts & Sciences: C. Fournier, S. Schack

Dental Medicine: M. Easley

Engineering & Applied Sciences: R. Sridhar

Graduate School of Education: L. Malave

Health Related Professions: G. Farkas

School of Information Studies: J. Ellison

Law: L. Swartz

Management: J. Boot

Medicine & Biomedical Sciences: B. Noble, A. El Sohl, S. Spurgeon

SUNY Senators: J. Adams-Volpe, J. Boot, H. Durand, P. Nickerson

University Libraries: A. Booth

Parliamentarian: D. Malone

University Officers: E. Capaldi, Provost

Guests:

W. Coles, Chair, Professional Staff Senate

J. Lewandowski, *Reporter*

A. Argento, *The Spectrum*

K. Pickert, *The Spectrum*

M. Dupre, Associate Vice President for University Facilities
L. Henry, Director of Occupational and Environmental Safety
Services

K. Levy, Senior Vice Provost

K. Woodman, Student Representative, UB Council **Excused: Arts &
Sciences:** W. Baumer **Absent: Arts & Sciences:** J. Meacham, C.
Smith

Medicine & Biomedical Sciences: C. Pruet

Nursing: E. Perese

Pharmacy: R. Madejski

Subheading (H3)

faculty Webpage is upgrading to a newer version as of Wednesday, April1, 2009.