

## **FACULTY SENATE EXECUTIVE COMMITTEE**

### **Minutes of September 26, 2001 (approved)**

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The Faculty Senate Executive Committee met at 2:00 PM on September 26, 2001 in Capen 567 to consider the following agenda:

1. [Approval of the minutes of September 5 and September 12, 2001](#)
2. [Report of the Chair](#)
3. [Report of the President/Provost](#)
4. [Report of the Faculty Senate Research and Creative Activity Committee – Professor Joseph Mollendorf, Past Chair](#)
5. [Report of the Faculty Senate Teaching and Learning Committee on Campus-wide On-Line Student Course Evaluations– Professor J. Ronald Gentile, Chair, and Professor Gold](#)
6. [Executive session on an ad hoc committee to consider the academic problems of the School of Medicine](#)
7. [Old/New Business](#)

#### **Item 1: Approval of the minutes of September 5 and September 12, 2001**

The minutes of September 5 and September 12, 2001 were approved.

#### **Item 2: Report of the Chair**

The Chair updated the FSEC on the status of the Faculty Senate Committees.

Ø Professor Stanley Spurgeon will chair the Facilities Planning Committee ; the Committee is being asked to consider teaching facilities, appropriate classrooms, demonstration facilities, and computer networks on campus and in the clinical arena

Ø Professor Samuel Schack continues as chair of the Faculty Tenure and Privileges Committee; the Committee is being asked to consider the value of community service in promotion decisions; the

Provost's Office considers this to be a priority item; the Vice Provost for Academic Affairs, the Office of Urban Affairs, and the Faculty Senate Public Service Committee are available for consultation

- revised, online version of the Tenure and Promotion Dossier Checklist

<://www.business.buffalo.edu/hrs/facultyhandbook/IIIA1.html> adds a requirement for a statement of the candidate's philosophy of service (Professor Adams-Volpe)

- last academic year the Provost met with the Public Service Committee to discuss these issues; minutes of the meeting should be available (Professor Malone)

Ø Professor William Baumer continues as Chair of the Grading Committee

Ø Professor Helju Bennett will chair the Information and Library Resources Committee

Ø Professor John Ho will chair the Committee on Research and Creative Activity; the Committee will focus on following up on its Spring 2001 Survey of the Faculty

Ø Professor Peter Nickerson continues as Chair of the Student Life Committee; the Committee will look at issues raised by the Princeton Review ranking of UB, viz. faculty accessibility and general quality of student life; the Committee will also look at the value of Greek organizations on the quality of student life

Ø Professor Dennis Malone will chair the Governance Committee; prompted by a letter from Professor Vic Doyno, the Committee will consider process of faculty consultation required by the Policies of the Board of Trustees in the appointment of college officials and staff officers; the topic is also relevant in light of recent discussions about the possible formation of a School of Public Health

Ø Professor Troy Wood will chair the Committee on Admissions and Retention; the Committee, working with Vice Provost Sullivan, will compare UB with similar institutions, especially our sister SUNY schools, with regard to our retention rates and develop a correction mechanism if there is a problem; the Committee will also look at the composition of the undergraduate population, trends in admissions; and issues raised by the diverse grounds of our students as they engage in social and political activities

Ø Professor John Boot continues as chair of the Committee on Academic Freedom and Responsibility; the Committee will look at advanced standing, specifically in joint degree programs and the new Ph.D. programs in Physical Therapy and Pharmacy

Ø the Chair appointed faculty members selected at random from a list of recently tenured Associate Professors to the various Faculty Senate Committees; it will be interesting to see how many accept the

appointment

Ø Professor Diane Christian will chair the Academic Planning Committee; the Committee will look at issues arising from the College of Arts & Sciences which may have University-wide implications and at planning for a School of Public Health

Ø Professor David Banks and Professor Gerald Rosenfeld continue as co-chairs of the Committee on Affirmative Action; the Committee will consider how the placement of the academic components of Urban Affairs under the Vice Provost for Academic Affairs will affect the University's effort to enhance intergroup relationships and communications

Ø Professor Frank Cerny continues as chair of the Committee on Athletics and Recreation; the Committee will review extra-mural athletics on campus, assessing the nature and degree of participation of the student body in these activities and the role they play in the utilization of campus resources; the Committee will also report on the use of recreational facilities by UB faculty and staff and by non-UB users

Ø Professor Judith Hopkins continues as Chair of the Bylaws Committee; the Committee will propose amendments to the Charter to ensure that the Senate effectively and appropriately represents UB's faculty

Ø Professor Randall Dipert will chair the Committee on Computer Services; the Committee will report on the results of the IT Satisfaction Survey done by CIT's Director of Academic Services Richard Lesniak; the Committee will also examine whether the use of Blackboard technology raises privacy issues for both students and faculty; the Committee will also look at the availability of computer services both on and off campus

Ø Professor Ted Steegman will chair the Educational Programs and Policies Committee; the Committee will discuss a special issue of Science, August 31, 2001; no. 293, pp. 1607-1626, on trends in undergraduate education ( abstract of the introduction can be accessed at <<http://www.sciencemag.org/cgi/gca?gca=293%2F5535%2F1607&sendit.x=62&>

[sendit.y=4](http://www.sciencemag.org/cgi/gca?gca=293%2F5535%2F1607&sendit.x=62&sendit.y=4)>); the Committee will work with the Office of the Vice Provost for Academic Affairs and the Office of Teaching and Learning Resources

Ø Professor Robert Shibley continues to chair the Public Service Committee; the Committee will examine the value of service in promotion and tenure decisions and will develop a policy on how active the faculty should be in community service

Professor Nickerson moved (seconded) that the charges outlined by the Chair be approved. There was discussion from the floor:

- discussions concerning the formation of a School of Public Health are very preliminary; the School of Health Related Professions and the School of Medicine and Biomedical Sciences are at present the most appropriate venues for those discussions; the Faculty Senate should stay apprised of the discussions but should tread very lightly (President Greiner)
- planned to invite Dean Trevisan of the School of Health Related Professions to speak on the matter (Professor Cohen)
- wait until Spring Semester to do so, since he has only recently been named Interim Dean of the School of Health Related Professions (Professor Farkas)
- discussions at this point contemplate a School of Public Health and Health Related Professions (President Greiner)

The motion passed unanimously.

The Chair noted that he would shortly be seeking publicity for the November 6 visit of Dr. Douglas Lederman, Managing Editor of the Chronicle of Higher Education. Dr. Lederman will speak about trends in higher education, e.g. graduate stipends, diversity on campus, shared governance on campus, etc., and will respond to questions from the faculty. The Chair asked for suggestions for additional topics.

- what is Dr. Lederman's expertise? (President Greiner)
- journalistic expertise and broad overview of higher education (Professor Cohen)
- invite Steve Watson from the Buffalo News (Professor Nickerson)

The Chair announced that the Faculty Senate has been asked to nominate representatives to two committees that will participate in the Middle States review process. The Committee on Related Educational Activities, chaired by Associate Dean Of Continuing Education George Lopos, will be looking at certificate programs, basic skills, experimental learning, non-credit offerings, distance learning, etc. The Chair will ask the Educational Programs and Policy Committee to recommend a nominee. The Committee on Administration, chaired by Professor Barbara Rittner, will be looking at how the administrative structure supports UB's educational mission and governance; Professor Rittner has requested that a member of the Executive Committee be nominated to serve on

the Committee's Subcommittee on Excellence. Professor Baumer agreed to serve.

### **Item 3: Report of the President/Provost**

President Greiner, having no formal report, was asked to comment on a recently filed law suit seeking to subject the building project on Skinnersville Road to full review under the New York State Environmental Quality Review Act. The President pointed out that the Act is aimed at development projects being undertaken by public agencies. Since no public agency is involved in the Skinnersville Road project, it is not required to undergo the full SEQR process. Instead an appropriate negative declaration of environmental impact has already been filed. The President noted that UB will undertake a full SEQR review for the Lee Road development project because of its scope. He also noted that UB is very concerned about environmental issues and redesigned the Skinnersville Road project because of criticisms made by the UB Environmental Task Force.

The Provost made no report.

### **Item 4: Report of the Faculty Senate Committee on Research and Creative Activity**

At the May meeting of the Faculty Senate the Committee on Research and Creative Activity reported on a survey it had undertaken to find out what was on the minds of UB faculty engaged in research during Spring 2001. Professor Mollendorf, past Chair of the Committee, recapitulated that report for the Executive Committee, summarizing the survey's ground, methodology and results. The survey posited 80 statements; respondents were asked how strongly they agreed/disagreed with the statements and were also invited to add their own comments. Because of concerns that the instrument was biased, the Committee hired a private research firm to help rewrite it. The survey was administered on-line with respondent privacy assured. There were 308 respondents, half of whom added comments.

The Committee recommends that the survey be repeated annually and that there be follow up on the results. From the 2001 survey six items have been identified as key issues on which there should be continuing dialog with the administration:

1. SUNY funded tuition scholarships for graduate students

2. uniform University policy on periodic faculty review of key administrative personnel
3. exit interviews to determine what could have been done to retain faculty
4. uniform University policy on periodic faculty review of chairs
5. secure electronic means for preparing, sending and receiving all funded purchases
6. uniform University policy on periodic faculty review of deans

There were comments from the floor:

- appreciate the responsiveness of the Committee to concerns about bias in the survey; the results give a good base line of information; would be useful to repeat the survey (Provost Capaldi)
- this survey framed research only in terms of funded research; many faculty do unfunded research (Professor Bono)
- key issues identified from the survey do not relate directly to research (Professor Parese)
- they relate to the general atmosphere in which research is done (Professor Mollendorf)
- comments are more significant than the pie charts; would be helpful to summarize the comments (Professor Malone)

Professor Baumer moved (seconded) that the Committee be asked to look at the results of the survey, identify the top 5 issues and develop ameliorating recommendations for those issues within its own competency and consult with the Executive Committee for those issues outside its competency.

There was discussion of the motion:

- recommendations should be developed collaboratively with the administration (Professor Shibley)
- agree whole heartedly with idea of collaborative approach (Provost Capaldi)
- my charge will stress that the Committee should work closely with the appropriate administrative offices (Professor Cohen)
- some responses might be different with the introduction of the new grant reporting system (OASIS) (Professor Malave)
- know that OASIS is a disaster and are looking for a better approach (Provost Capaldi)

The motion passed.

## **Item 5: Report of the Faculty Senate Teaching and Learning Committee**

Since 1999 the Faculty Senate Teaching and Learning Committee has been looking at ways to improve the student course evaluations process. Professor Gentile, Chair of the Committee, reported that in Spring 2001 his Committee attended a demonstration of a prototype system, developed in the School of Dentistry, that supports on-line course evaluations. The Committee was so impressed by the demonstration that it unanimously recommends that "UB adopt a campus-wide on-line student course evaluation...to be implemented in Fall 2002." The Committee further recommends that the system be "administered under the aegis of the Office of the Provost as a responsibility of the newly-created Office of Teaching and Learning Resources."

Professor Gold, a member of the Committee, noted that there have been a number of locally developed on-line evaluation programs at UB, but they are collapsing because of a lack of resources and staff familiar with them. CIT feel that these old programs should not be revived and suggests starting over.

The content of the different evaluation forms now in use across the units will be retained. Students will be notified on an appropriate schedule that course specific on-line evaluation forms are ready for their completion, hopefully increasing the student response rate. Completed forms will be stored anonymously. Faculty will be able to access their class evaluations on-line and download them. The data will also be available to deans and chairs. Centralizing the process under the Office of Teaching and Learning Resources should save both time and money, allowing the units to focus on using the data collected.

There were comments from the floor:

- if students don't respond, will their grades be withheld? (Professor Boot)
- will access to evaluations be limited to only Chairs, Deans and Personnel Committees? (Professor Malone)
- system can be structured to limit access as desired; there will be many details to be worked out as the system is being developed (Professor Sridhar)
- by State law, evaluations must be available to students (Professor Gold)
- suggest doing a pilot before fully implementing (Professor Malave)
- planning on pilots in Spring 2002 with full implementation in Fall 2002 (Provost Capaldi)
- will there be an attempt to tie the system into Blackboard? (Dr. Durand)
- the prototype is compatible with Blackboard (Professor Gold)

· demonstration of the prototype should be offered to a large audience to increase feed (Professor Sridhar)

**Item 6: Report on an ad hoc committee to consider the academic problems of the School of Medicine and Biomedical Sciences**

The Faculty Senate Executive Committee went into executive session.

**Item 7: Old/New Business**

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

Respectfully submitted,

Marilyn McMann Kramer  
Secretary of Faculty Senate

Present: Chair: M. Cohen

Secretary: M. Kramer

Parliamentarian: D. Malone

Architecture: R. Shibley

Arts & Sciences: W. Baumer, J. Bono, F. Fourtner

Dental Medicine: J. Zambon

Engineering & Applied Sciences: R. Sridhar

Graduate School of Education: L. Malave

Health Related Professions: G. Farkas

Management: J. Boot

Medicine & Biomedical Sciences: C. Granger, B. Noble, A. El Solh, S. Spurgeon

Nursing: E. Perese

Pharmacy: A. Luzier

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

University Libraries: J. Hopkins

University Officers:

W. Greiner, President

E. Capaldi, Provost

Guests: E. Courtney, Undergraduate Student Association

W. Coles, Chair, Professional Staff Senate

S. Wuetcher, Reporter

S. Alaimo, The Spectrum

L. Stewart, Office of Equity, Diversity and Affirmative Action

J. Mollendorf, Past Chair, Faculty Senate Committee on Research and Creative Activity

R. Gentile, Chair, Faculty Senate Committee on Teaching and Learning

P. Gold, Faculty Senate Committee on Teaching and Learning

K. Levy, Senior Vice Provost

K. Grant, Vice Provost for Academic Affairs

Absent: School of Informatics: J. Ellison

School of Law: I. Marcus