FACULTY SENATE EXECUTIVE COMMITTEE

Minutes of September 16, 1998 (approved)

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The Faculty Senate Executive Committee met at 2:00 PM on September 16, 1998 in Capen 567 to consider the following agenda:

1. Approval of the Minutes of August 26 and September 2, 1998
2. Report of the Chair
3. Report of the President/Provost
4. Update on enrollment
5. Faculty Senate Affirmative Action Committee-- Resolution on Junior Faculty Retention and Mentoring Initiative
6. What is the meaning of Reasonable Accommodation?
7. Year 2000, what is UB doing?
8. Approval of draft agenda for Faculty Senate meeting, September 22, 1998
9. Old/new business

Item 1: Approval of Minutes

The Minutes of August 26 and September 2, 1998 were approved with minor corrections.

Item 2: Report of the Chair

The Chair reported that he attended the Annual Convocation and Liturgy of the Holy Spirit last Sunday, at which Professor Charles V. Paganelli was presented the Newman Award.

He also attended the first meeting of the Faculty of the College of Arts and Sciences and witnessed energy and dynamism during the celebration of the establishment of the College. If asked, the Faculty Senate and its Governance Committee should be prepared to advise on governance issues.

The Graduate School Executive Committee met for the first time; discussing several items:

- representation of the former divisional committees on the Executive Committee

- SUNY's desire to increase its investment in research
- the possibility that tuition scholarships will represent real dollars in the budget, giving the choice of using the funds for other purposes like stipend enhancement
- the possibility that such real dollar scholarships would not be automatically increased if tuition were increased
- research policy and the linkage between graduate education and research
- rating of graduate programs (NRC rankings will return)
- graduate school data base and on-line graduate application process
- graduate grants programs and on-line accessibility of information about such programs
- guidelines for limiting the age of courses that can be accepted for a degree program
- number of times a course may be counted for multiple degrees

The Chair asked for an expression of interest in a proposal by Professor Baier for a group purchase of academic regalia. He also conveyed an invitation from Chris Connolly for faculty members and their families to join the students in the Special Interest Housing group at the next UB football game. The Chair sat with the group at the last game and very much enjoyed their enthusiasm.

Claude Welch reported that the Academic Planning Committee met September 15 and began work on its examination of the Statistics Department move. The Committee should finish its report before the end of the semester. In November the Committee anticipates

receiving for its comments a draft of the mission statement being crafted for the SUNY Systems Administration by the Provost.

There has been no action on Faculty Senate resolutions.

Item 3: Report of the President

President Greiner described the mission review exercise in which the Provost is currently engaged. In the President's memory this is SUNY Central's first attempt to develop a big picture of the mission of the SUNY campuses. In the past SUNY has reviewed program by program, initiative by initiative without a system-wide-framework. The Provost is developing a statement, broad in scope but detailed to the college and professional schools level, having met with all the Deans (excluding Medicine, Arts and Sciences and SILS which are undergoing intensive planning processes unrelated to the mission statement). The Provost is developing a realistic document that recognizes our strengths and opportunities. The President welcomed aggressive input from the Faculty Senate and its Committees in reviewing the draft document.

Asked to comment on the impact on the campus culture of SUNY's proposed addition of 1 dollar for every 5 dollars of sponsored research (Professor Adams-Volpe), the President responded that, given the size of the total budgets involved, this addition, relatively speaking, is not large. The President estimated that UB would receive only about $20M out of a total budget of $750M. He added that SUNY has always underbudgeted for research, public service and graduate education while overbudgeting for instruction, which has tended to favor the SUNY colleges at the expense of the research centers. The addition is a good first step, but it is not enough to allow the research centers to develop fully. We must, of course, also provide an excellent environment for undergraduate life and teaching.

Item 4: Update on enrollment

Vice Provost Goodman prefaced his presentation of enrollment numbers with the observation that as a trained mathematician he is comfortable with handling numbers, but lacking social sciences training, he is not always comfortable with deciding what to count.

- UB's current head count, i.e. students enrolled both full and part-time, is 23, 518
- We exceeded the undergraduate target in all categories, freshmen, transfers, and continuing students
- We did not meet the graduate target for this year, and the figures for graduate enrollment show a steady decline since 1991
- SAT scores for freshman who submitted scores rose this year; another positive trend is that the difference in scores between 1998 and 1995 is increasing at the higher echelons and decreasing at the lower
- 1995 was the first year of scores after the recentering of the SAT, so the comparison is of apples to apples
- the literature suggests that SAT scores reflect about 50% of the variables that predict academic success
- these figures do not reflect the nearly 700 freshmen students who did not go through the regular admissions process and, therefore, did not submit SAT scores
- while the number of both freshman and transfer applications dropped from 1995 to 1998, the percentage of admissions did not significantly increase; however, with much hard work the yield percentage of those accepted applicants who actually enrolled increased
- UB is aggressively seeking to enlarge the applications pool, e.g. UB is opening an office in New York City; these efforts should be successful in increasing freshman applications, but may not be successful in increasing transfer applications
- UB will have an on-line application process next year which should help with the transfer numbers (President Greiner)
- retention rates show a slight decline from 1996 through 1998
- within SUNY there are no reliable comparative retention rate figures; a federally mandated statistic, the six year graduation rate, allows for meaningful comparisons nationally

- anecdotal evidence suggests that UB is not perceived accurately and our recruitment efforts are hindered thereby (Professor Malone)
- need to work with high school counselors to make sure their perceptions are accurate and engage in more direct communication with potential applicants (President Greiner)
- student to student recruiting is most important (P.Shah, Student Association)

Item 5: Faculty Senate Affirmative Action Committee-- Resolution on Junior Faculty Retention and Mentoring Initiative

The Chair stated that this is the second reading for the Resolution. After the first reading at the last meeting of the Faculty Senate, Vice Provost Fischer was asked to take the Resolution to the Deans and Chairs for their comments. Vice Provost Fischer reported that the Resolution was presented to a meeting of the Deans who saw it as a good thing to do. He also noted that the School of Engineering and Applied Sciences and the School of Law have organized mentoring activities already in place.

The Chair noted that the Resolution has been revised somewhat by FSEC through electronic discussion and then introduced Professor Banks and Professor Rosenfeld, co-chairs of the Affirmative Action Committee and Loyce Stewart. Associate Director, Equal Opportunity/Affirmative Action Committee. Professor Banks said that a strength of the Resolution is that mentoring is for all junior faculty and not reserved for women and minority junior faculty. There were comments from the floor:

- it would be good to examine existing mentoring practices for possible models (Professor Schack)
- mentoring needs to reflect the unique environment of each area, so practices can't be the same (Vice Provost Fischer)
- mentors must be careful that the Deans and Chairs agree with the direction of the mentoring (Professor Tamburlin)

- the Office of Affirmative Action does not do official exit interviews with women and minority junior faculty but informally the Office has identified two common reasons for leaving: an overload of advisement duties, especially with minority students needing role models, and excessive committee work which interfere with professional development (Ms. Stewart)

- use the experience of women and minority faculty who are tenured to help women and minority junior colleagues perform successfully (Professor Malave)

- the most fundamental job of mentoring is to integrate junior faculty into a supportive, intellectual, programmatic work environment, that acknowledges their work, not just to provide a social network (Vice Provost Fischer)

- the Resolution does not address all the concerns expressed, especially with regard to the retention of women; the Committee should not assume that the adoption of the Resolution will resolve all problems, but should continue discussing the issues raised (Professor Wooldridge)

- retention is not a problem if no women or minorities are hired, so it is important to focus on the hiring process as well; Dean does not respond to written complaints about the lack of progress in hiring women and minorities(Professor Rosenfeld)

- the last quality of life survey showed minority and women faculty were no more unhappy with the University than other faculty; there is general unhappiness with the unresponsiveness of the Deans, which is related to the lack of Decanal review (Professor Doyno)

- the mentoring committees will be ineffective because they will lack experience in mentoring and especially in the problems facing women and minorities; the University should provide structural support, e.g., an overseeing office (Professor Meacham)

- the Office of Faculty Development should be that support (Professor Schack)

The FSEC voted to send the revised Resolution on to the Faculty Senate.

Item 6: What is the meaning of Reasonable Accommodation?

The Chair asked Professor Tamburlin to introduce the topic. Professor Tamburlin has had students who needed special accommodation in her classes and has become familiar with the Office of Disability Services, but many faculty have not worked with the Office and have questions such as what qualifies a student for the Office's services, what is a reasonable accommodation and what other services does the Office provide. Professor Tamburlin then introduced Randall Borst, the Director of Student Activities for the Office of Disability Services. Mr. Borst distributed and explained the contents of an information folder. He defined reasonable accommodation by example; large print syllabi and readings for visually impaired students, sign language and real time transcription for hearing impaired students. Reasonable accommodation may require modification of policies and practices, but does not require a lowering of standards, fundamental alterations of programs or putting any one at risk of harm. Extension of time for completing a task, unless speed is part of what is being taught, is a reasonable accommodation. There were then comments from the floor:

- asymmetric treatment given on the sly is a problem; the Office gives students the message that they have a right to special treatment without stressing the student's responsibility to work hard; it is not appropriate for the Office to impose a remedy without knowing how the course is taught, e.g., mandating extra time for test taking although the faculty member routinely schedules adequate time for anyone to take the test; mandating accommodations without consulting with the faculty member assumes the faculty member is "guilty" (Professor Boot)

- a disabled student must share information about the disability with the institution (at UB through the Office of Disability Services) to qualify for special accommodation, but the Office must honor the student's confidence; the faculty in turn must trust the Office to make sound decisions based on the disability while reserving the right to decide what is educationally reasonable (Mr. Borst)
- in the past time extensions were, because of a lack of qualified staff in the Office of Disability Services, a formulaic figure of double time; time extensions are now being

tailored to individual needs; the Office lacks the professional staff to craft more individualized remedies, given the number of students the Office handles (Mr. Borst)

- faculty have great experience in how to teach; consult with them in constructing accommodations (Professor Boot)

- if a time extension exceeds exactly what the student needs to compensate for the disability, the student is being given an advantage over other students; this is particularly troubling in courses where all students are challenged by the time limits of a test (Professor Schack)

- this discussion needs to be continued in other forms to educate faculty; representatives of a faculty might usefully meet with the Office to express specific concerns (Professor Tamburlin)

Item 7: Year 2000--what is UB doing

The Chair welcomed Voldemar Innus, Chief Information Officer and Senior Associate Vice President, Carol Lazarus, Information Systems Auditor and Sue Huston, Director of Administrative Computing. Senior Associate Vice President Innus outlined four major areas of concern for the Year 2000 problem: institution wide mission critical application programs, e.g. financial applications, student services applications; programs and applications developed and maintained in the decentralized environment, e.g. programs developed in an academic department; vendor provided/proprietary hardware and software, e.g. IBM, Dell; imbedded computer chips, e.g. in medical equipment.

The institution wide mission critical application programs have received the most attention, and they are the most serious areas of concern. The switch from UNYSIS to IBM seven years ago "fixed" this category, since IBM expresses dates in four digits.

The category of programs and applications developed in the decentralized environment is far more problematic. The developers and maintainers must assess the risk and take corrective action, but to date the effort has not been given enough priority.

Vendor provided/proprietary hardware and software is the category over which the University has the least control. Some vendors have brought their products into Y2K compliance, but other vendors are no longer in business. UB must assess the problem and either work with vendors or undertake its own remediation.

Embedded computer chips represent the most pervasive category. They are everywhere. We must assess the size of the problem and make the required changes.

There has been an administrative group working for the past two years to focus UB on Y2K assessment, but that group has not been as successful as one would like. Two new committees have been formed to oversee the assessment and remediation processes. There is need to give these processes priority. While solutions are fairly straight forward, the magnitude of the problem may be overwhelming, and there is no way to extend the deadline for the project.

Carol Lazarus, outlined the timeline for Y2K compliance. Inventory will be completed by August 1998; assessment and analysis of the scope of the problem and possible solutions will be completed by November 1998; conversion and renovation will be complete by February 1999; validation and testing will be complete by May 1999; implementation of solutions will be complete by September 1999, and monitoring for contingency issues will be completed by December 1999.

Senior Associate Vice President Innus commented on the Year 2000 Steering Committee membership. Many of the problems associated with Y2K are not Information Technology issues, but involve general equipment. The Steering Committee, therefore, needed to have a mix of expertise and is large. The Steering Committee members are responsible for ensuring that assessment and remediation efforts in their areas are completed. In contrast the Year 2000 Working Group is responsible for actually carrying out the assessment and preparing remediation plans. Subgroups are also contemplated to help with awareness issues, with a Y2K Conference Day, student support, inventory/assessment tools and risk assessment.

Finally Senior Associate Vice President Innus noted that even if UB gets it perfect, there will be problems arising from information which is not Y2K compliant flowing into the campus. He envisions a SWAT team to work on unexpected problems.

The Chair asked for comments from the floor:

- the School of Engineering has been using a disc that assesses the compliance of programs; is that disc available throughout the University? (Professor Malone)
- even in Engineering there is the sense that new equipment is already compliant or that someone else will come and fix the problem (Ms. Lazarus)
- the two tier committee structure, the Steering Committee and the Working Committee covers both technical and administrative issues (Senior Associate Vice President Innus)
- the presence of people on the Steering Committee who lack significant computer expertise undermines the credibility of the Committee (Professor Schack)
- getting sufficient administrative attention to the Y2K has been a major problem; the Steering Committee will be very helpful in actually getting resources committed to compliance efforts (Ms. Huston)
- pool all the money spent for the time of the Steering Committee members, give it to the units affected with the understanding that if the problem isn't fixed in six months the money will have to be returned (Professor Baier)

Item 8: Approval of draft agenda for Faculty Senate meeting

The agenda for the Faculty Senate meeting of September 22 was approved.

Item 9: Old/new business

There was no new/old business.

The meeting was adjourned at 4:25 PM.

Respectfully submitted,

Marilyn M. Kramer

Secretary of the Faculty Senate

Present:

Chair: Peter A. Nickerson

Secretary: Marilyn M. Kramer

Arts & Letters: Victor Doyno

Dental Medicine: Robert Baier

Graduate School of Education: Lilliam Malave

Health Related Professions: Judith Tamburlin

Information & Library Studies: George D'Elia

Management: John Boot

Medicine & Biomedical Sciences: Cedric Smith

Natural Sciences & Mathematics: Samuel Schack

Nursing: Powhatan Wooldridge

Social Sciences: Jack Meacham

SUNY Senators: Judith Adams, John Fisher, Dennis Malone, Claude Welch

University Libraries: Dorothy Woodson

Ex Officio: Robert Hoeing

Guests:

University Officers:

William R. Greiner, *President*

William Fischer, *Vice Provost*

Nicolas D. Goodman, *Vice Provost*

Voldemar Innus, *Senior Associate Vice President*

Gerald Rosenfeld, *Co-Chair, Faculty Senate Affirmative Action Committee*

David Banks, *Co-Chair, Faculty Senate Affirmative Action Committee*

Loyce Stewart, *Associate Director, EO/AA Office*

Randall Borst, *Director of Student Activities, Office on Disability Services*

Carol Lazarus, *Information Systems Auditor*

Sue Huston, *Director of Administrative Computing*

P. Shah, *Undergraduate Student Association*

Christopher S. Connolly, *Pre-professional Special Interest Housing*

Sue Wuetcher, *The Reporter*

Excused:

Engineering & Applied Science: Ramalingam Sridhar

Medicine & Biomedical Sciences: Boris Albini

Social Sciences: Simon Singer

Absent:

Architecture & Planning: Shahin Vassigh

Arts & Letters: Martha Hyde

Law: Louis Swartz

Medicine & Biomedical Sciences: Ronald Batt, Herbert Schuel

Natural Science & Mathematics: Melvyn Churchill

Pharmacy: Nathan