The Faculty Senate Executive Committee met at 2:00 PM on September 27, 2000 in Capen 567 to consider the following agenda:

1. Approval of the minutes of September 6 and September 13, 2000
2. Report of the Chair
3. Report of the President/Provost
4. Update on classrooms - Vice Provost Sullivan
5. Academic integrity (anti-plagiarism software) - Professor Tall, Mr. Boyce, Vice President Black, Professor Willbern, Vice Provost Pitman, Assistant Vice Provost Kaars, Senior Vice Provost Levy
6. Old/new business

Item 1: Report of the Chair The Chair reported that:

1. he was considering distributing the minutes electronically; he asked whether there were objections to doing so

   - easy to print a copy of the electronic minutes if a paper version is preferred (Professor Spurgeon)
   - also send meeting announcements electronically; are only unapproved minutes circulated? (Professor Ellison)
   - unapproved minutes are circulated; approved minutes are added to the Faculty Senate web site (Professor Nickerson)

2. in his absence Professor Kramer attended the Executive Meeting of the Graduate School

   - a draft revision of the Degree Conferral Timetable was discussed; after a long delay the Graduate Student Employees Union and SUNY are having salary negotiations, but given the 3/3.5% increases agreed to by other unions, it seems unlikely that negotiations will result in significantly more competitive stipends; SUNY will be distributing $2M to the campuses for stipends, but since UB already received $2.5M as part of Mission Review, Dean Triggle does not anticipate getting much of that money; Dean Triggle favors targeting what money is available to increase the stipends of the Presidential and Woodburn Fellows; the practice of giving tuition scholarships to teaching assistants is becoming increasingly burdensome to departments with many foreign TA's (Professor Kramer)

- o although UB did receive the $2.5M from Mission Review, we are returning much of the money because we are not prepared to cut enrollment (Provost Capaldi)

3. he attended a meeting of the SUNY Senate's Planning Committee; Richard Miller, Chief Operating Officer for SUNY, made an excellent presentation, saying that SUNY is not well understood by the Legislature, the press and other important constituents and also that the Board of Trustees should declare victory on general education and move on; he impressed the Chair as honest and the go to person in the Chancellor's Office; plans for the Winter SUNY Senate meeting had excluded campus faculty governance leaders, but after some politicking by the governance leaders, the SUNY Senate Executive Committee included them; the faculty governance leaders were concerned about problems between the faculty and the President of SUNY Plattsburg, about changes at Maritime, and about assessment issues

   - o Dick Miller and John O'Connor are the major players in the Central Office (President Greiner)

4. several Faculty Senate Committees are already active: the Provost talked with the Budget Priorities Committee, saying that the current year's budget is over, is all allocated and is in stone, and asking that the Committee focus on next year's budget and how UB is going to get better; the Committee also discussed changes in the allocation of indirect costs; the Public Service Committee, the Teaching and Learning Committee and the Computer Services Committee, which is working on a statement about a standard level of computing resources that should be available to all faculty, will meet during the week of October 2

5. the Provost is forming a task force on how to do assessment; Dean Cranley, Dean Shulman and Dean Karwan have volunteered; the Chair asked for faculty nominations

Item 2: Report of the President/Provost

The President commented on the U.S. News and World Report's annual rankings of colleges and universities, dubbed its swimsuit issue. He first commended The Spectrum's coverage of this year's rankings and then noted Provost Capaldi's letter to the Reporter offering her own expert views on such rankings.

For the past several years he and the President of Stanford have refused to participate in the U.S. News and World Report's survey of college and university presidents asking them to rank institutions by the reputation of their undergraduate program. President Greiner monitors only UB's peers, the other AAU public institutions, and their reputations rest on an

amalgam of undergraduate and graduate education. He also decried the use of percentage of alumni giving as a factor in determining rankings since this introduces a bias in favor of private institutions.

President Greiner acknowledged that its U.S. News and World Report's ranking could hurt an institution. However in the short run, an institution can't do much to affect its ranking, so he doesn't worry much about UB's ranking. He focuses instead on how to improve UB over the long term. A good athletics program will help UB's ranking. Building name recognition independent from SUNY will also help since SUNY doesn't generate the halo effect that the California system does. Increasing enrollment and retention will increase UB's budget, and the higher an institution's budget, the better its ranking. The strategy of increasing enrollment also helps UB meet its public mandate of providing access to high quality education.

- does the Princeton Review use the same criteria in its rankings as does U.S. News and World Report? (Professor Malone)

- Princeton Review is less rigorous, interviewing only a small number of people at an institution (President Greiner)

Provost Capaldi spoke about an issue raised with her by the Undergraduate Curriculum Committee, ensuring that students have successfully completed all prerequisites before registering for the successor course. The Provost will work on getting a computer program that does prerequisite checking. The faculty must report grades in a timely fashion for such a program to be successful. She has been told, however, that many grades are reported late. She asked for Faculty Senate help in motivating faculty if data show a problem with late reporting of grades.

- last year the Vice Provost for Undergraduate Education provided the FSEC with figures on late grade reporting (Professor Schack)

- Medical School last year had a very large number of late reports which was characterized as a statistical blip (Professor Smith)

- summer grades tend to come in very late (Professor Malone)

- the problem is not late reporting of grades; students register for the next semester long before grades are due; there is no way to stop failing students from registering for a successor course, thereby possibly preventing other students from registering; consider prioritizing registration on the basis of mid-semester grades (Professor Schack)

- absurd to block a student from registering for a successor course because of a mid-semester grade estimate which may reflect only a fraction of the final grade's components; there shouldn't be a space problem if the successor course is scheduled for the same number of students as its predecessor; data will show that we do not have a problem with late grades (Professor Baumer)

- at present grades reported on time are not processed until the second or third week of the next semester; quicker electronic reporting and processing of grades will permit automatic prerequisite checking (Professor Fourtner)

- faculty can just ask students if they have successfully completed prerequisites (Professor Smith)

Item 3: Update on classrooms - Vice Provost Sullivan Vice Provost Sullivan asked whether improvements made to classrooms during the summer were apparent.

- classrooms in Baldy are all too small for their posted number of students; there is no room for faculty to move around or use teaching tools; there is no room to accommodate student packs, etc. (Professor Malave)

- curricular changes in the Medical School will decrease the number of large lecture classes but increase the number of small group sessions; it is not clear whether there is an appropriate mix of rooms to support the changes (Professor Spurgeon)

- classrooms in the Natural Sciences Building are very useful (Professor Fourtner)

- still have problems with blackboards in many classrooms; faculty are sometimes scheduled for to classes at opposite ends of the campus (Professor Schack)

- poor air circulation in classrooms puts faculty and students to sleep (Professor Noble)

- many South Campus classrooms lack lecterns; bending over a table for several hours while teaching is exhausting; need more left handed desks (Professor Perese)

- call the 71 number for both simple and complex complaints; problems that can be fixed easily will be done quickly; more complex issues are fed into inventory planning cycle for later resolution; need feed from faculty to identify problems (Vice Provost Sullivan)

- have been told that air circulation has been reduced to save on heating costs (Professor Tall)

- many faculty carry wrenches to adjust thermostats in classrooms that are either too cold or too hot to allow effective teaching (Professor Smith)

- very difficult to monitor for cheating in crowded classrooms; are there plans for additional classrooms? (Professor Sridhar)

- have increased the number 30/40 person classrooms, but now need more 60 person classrooms; will acquire 6 new medium classrooms in O'Brian (Vice Provost Sullivan)

- would be helpful to have a larger classroom available for use by classes that normally fit into a small classroom but which need extra space for special teaching activities (Professor Malave)

- try to maximize the utilization of existing classrooms before taking space away from other functions to build more classrooms; need committed faculty to serve on planning committees (Vice Provost Sullivan)

- Medical School faculty avoid serving on such committees because they believe their recommendations and requests are ignored; fixing 144 Farber might convince faculty that there is hope (Professor Noble)

- Farber 144 will be redesigned and on line for the fall of 2001

- did South Campus faculty have input into the South Campus rehab projects scheduled for the next several years? (Professor Fourtner)

- South Campus faculty developed the entire rehab plan (Vice Provost Sullivan)

- served on Professor Foster's Classroom Capacity and Utilization Committee; always felt that we were listened to, but the University lacked money to implement all our suggestions (Professor Schack)

- a classroom web site containing information about completed and future projects and an e-form that can be used to report problems is being designed (Vice Provost Sullivan)

Item 4: Academic integrity (anti-plagiarism software) - Professor Tall, Mr. Boyce, Vice President Black, Professor Willbern, Vice Provost Pitman, Senior Vice Provost Levy

The Chair prefaced the discussion with a quote: "Cheating is an inevitable byproduct of an educational world where high stakes competition is central." S. Shapiro, Director of the Education and Cultural Studies Program, University of North Carolina. He then asked

Professor Tall to relate her recent encounter with student plagiarism.

Last Spring semester Professor Tall assigned students in her Russian culture course a paper on a topic of their choice. One paper raised her suspicions, so she loaded an electronic version of the paper on her computer and ran a software program (Essay Verification Engine (EVE)) which compared the paper to materials on the web. EVE identified those sections of the paper for which it could find matching web materials. When she confronted the student, after initial denials, he admitted to the plagiarism. She recommended EVE, noting that just making students aware of its existence and of its use by faculty would deter some plagiarism.

Professor Willbern, Director of the Educational Technology Center (ETC) stressed that this kind of software can only find material accessible on the web. It will not identify plagiarism from paper sources, and many paper mills keep their files off line, sending papers to students by snail mail or encrypted. The ETC has acquired a site license for EVE, so faculty may use EVE in their offices or at the ETC.

- will EVE search databases accessible through the Libraries? (Professor Booth)

- don't know; will experiment (Professor Willbern)

- make sure this information appears in The Spectrum (Professor Boot)

- the penalty for plagiarism should be severe enough to make clear to students that plagiarism is a serious matter (Professor Malone)

- am providing the FSEC with copies of UB's widely distributed statement on academic integrity, Academic Integrity at UB Means: the Academic Dishonesty Policy which is contained in UB Student Conduct Rules, University Standards and Administrative Regulations. and a list of web site relating to on-line plagiarism, paper mills, detection software, and correct citation practices for web material (Vice President Black)

- Rick Feero, an instructor in the English Department, has constructed a very nice web site (http://www.acsu.buffalo.edu/~feero/) dealing with plagiarism; he will make a presentation at the ETC on November 2 (Professor Willbern)

- absolutely predictable that ways to defeat this kind of anti-plagiarism software will be developed (Professor Smith)

- will always be a game of catch up, but the existence of the software will discourage some plagiarism (Vice Provost Pitman)

- our students are sometimes poor at judging the level of material they are plagiarizing, submitting essays written by elementary school students (Professor Booth)

- by examining samples of a student's writing some anti-plagiarism software develops a style profile for the student, against which it will compare the current paper (Vice President Black)

- have been advised by colleagues not to confront students about plagiarism because if a student challenges the faculty member's decision the Student Judiciary will favor the student (Professor Noble)

- since faculty are not asked to report cases of plagiarism centrally, don't have exact figures, but in my experience the majority of plagiarism cases go unchallenged; in any event such a challenge would be handled by an academic committee applying written policies, not by the Student Judiciary (Vice President Black)

- students have used desk top printing capabilities to create letterhead stationery for phony medical excuses, grade reports, etc.; so long as published procedures are followed, administrative committees and courts of law tend to uphold faculty's right to sanction students for plagiarism; faculty can impose sanctions beyond just giving a failing grade, e.g. having a student dismissed or having the transcript annotated that a failing grade was the result of academic dishonesty (Ms. Kaars)

- software which analyzes a student's past writings to determine if the student wrote the current paper is much more useful than software that just searches the web; ETC should examine and provide access to this kind of software (Professor Schack)

- another method of proving authorship is to ask the student to replace deleted words in the disputed paper; students can successfully replace some 86% of words deleted in papers they themselves wrote (Vice President Black)

- because of grade replacement policies, giving an F may not be sufficient punishment; would confront a student publicly about plagiarism to give other students a sense that something will be done about plagiarism (Professor Boot)

- except in cases of sexual harassment or violence, a student has a right of privacy in disciplinary matters; can publish details of the incident but not the student's name (Vice President Black)

- in Computer Sciences cheating is documented in a student's file, making it possible to identify repeat cheaters; faculty are encouraged to include UB's policy on academic integrity in their syllabi (Professor Sridhar)

- my syllabus specifies that cheating will result in an F and that any apparatus used to cheat will be confiscated; don't ask a student to admit to cheating; just tell the student that he cheated, from what source and that he is getting an F in the course (Professor Baumer)

- faculty should emphasis academic integrity to their classes and appeal to students' sense of honor; have seen the document on academic integrity only once and that in my freshman year; the University must show it is serious about stopping cheating; students will support disciplinary actions imposed for cheating (Mr. Rupan)

- hear a ground swell for UB again mounting an anti-cheating campaign (Professor Nickerson)

- plagiarism would be more difficult if faculty assigned very specific paper topics, not boiler plate topics (Professor Smith)

- when two students submit substantially the same paper, it is difficult to determine who is cheating without subjecting both students to pressure and unpleasantness (Professor Shibley)

- taking measures to prevent cheating is the best approach to the problem; when cheating does occur, guidance on how to proceed should be available to faculty (Professor Malave)

- can a faculty member refuse to admit into a course a student who is trying to replace an F grade given for cheating? (Professor Malone)

- not clear whether faculty ever have the right to refuse admission to a student; could modify the grade replacement policy to bar replacing a grade given for cheating (Professor Schack)

- fairness to other students requires faculty to make an effort to detect cheating and when found to punish it severely; furthermore, we should publicize such cases to re-enforce that cheating can have serious consequences (Professor Sridhar)

- requiring students to submit their notes as well as a paper helps in detecting plagiarism (Professor Baumer)

- UB belongs to Duke University's Center for Academic Integrity; will supply material that it makes available (Mr. Boyce)

- academic integrity should be covered at orientation (Professor Tall)

The Chair will ask the appropriate Faculty Senate committees to consider issues raised in this discussion, especially the need for guidelines for faculty on how to handle cheating.

Item 5: Approval of the minutes of September 6 and September 13, 2000 The minutes of September 6 and September 13 were approved**Item 6: Old/new business**   Professor Fourtner suggested that the Grading Committee be asked to re-examine the grade replacement policy. The policy as drafted by the Grading Committee anticipated that the policy would apply only to a relatively small number of students. During Faculty Senate

discussion, the policy was liberalized. Grade replacement is becoming increasingly common; for example, students who got a C are retaking a course in order to raise their grade. The policy needs to be tightened up.

The Chair will refer the matter to the Grading Committee.

There being no further old/new business, the meeting adjourned at 4:05 PM.

Respectfully submitted,

Marilyn McMann Kramer

Secretary of Faculty Senate

Present:

Chair: P. Nickerson
Secretary: M. Kramer
Parliamentarian: D. Malone
Architecture: R. Shibley
Arts & Sciences: W. Baumer, C. Fourtner, J. Meacham, S. Schack, C. Smith
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
Nursing: E. Perese
SUNY Senators: J. Adams-Volpe, J. Boot, H. Durand, P. Nickerson
University Libraries: A. Booth

University Officers: W. Greiner, President

E. Capaldi, Provost**Guests:** R. Rupan, Undergraduate Student Association

S. Wuetcher, *Reporter*

E. Sidel, *The Spectrum*

K. Pickert, *The Spectrum*

E. Mullen, NYSSA delegate

S. Sullivan, Vice Provost

E. Tall, Professor, Modern Languages & Literatures

M. Boyce, University Ombudsman

D. Black, Vice President for Student Affairs

D. Willbern, Director, Educational Technology Center

B. Pitman, Vice Provost for Educational Technology

K. Levy, Sr. Vice Provost

J Kaars, Assistant Vice Provost**Absent: Medicine & Biomedical Sciences:** C. Pruet

Pharmacy: R. Madejski