

•COLLEGE SENATE MEETING-SMS•

Senate Minutes Summary

May 11, 2018-Butler 210, 2 p.m.

<u>PRESENT</u>			<u>EXCUSED</u>
Alford Bajus Bayer Ben-Merre Bewlay Blakes Boorady Brickhouse Conway-Turner D'Angelo Ederer Emo Ettestad Floss Garrity Gellin A. Gordon <small>(STUDENT)</small> Gordon T. (V.P) Hunt	Kenyon Kline Knowles LeVine Loehr Macho Maldonado Marren Mayrose Mernitz Morales Nikischer Ninacs Patti Perreault	Reid Rosen-Brand Santa Maria Sarratori Severson Sharma Shephard Snow Wall Wilson	Carson Fronckowiak Fulcher (*for Qualls) McCarthy* <small>(for Zhang)</small> Oyer (on FML) Qualls* (on FML) Shively Vince Garland Williams Zhang* (Spring sabbatical) <div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;">ABSENT</div> Ameyaw Boyd Dupree Francois Harris Jean-Baptiste Louis Martin Ndiaye

•SMS•

May 11, 2018

*The Official Record of the Senate Audio Podcast:

<https://newsandevents.buffalostate.edu/podcasts/college-senate-meeting-may-11-2018>

**Please go to the Official Podcast to hear the all audio with full dialogue on reports, discussions, etc. from each Senate meeting.*

CALL TO ORDER: *Senator Reid* officially called the meeting to order at 2:00 p.m.

ADOPTION OF THE AGENDA: *Senator Reid* presented the agenda. Hearing no changes or objections it was moved and seconded. The May 11, 2018 Agenda was adopted.

PRESENTATION OF THE SENATE MINUTES: *Senator Reid* presented the minutes summary of April 13th, 2018. Hearing no substantive changes, the minutes were accepted.

REMARKS OF THE PRESIDENT

To hear the President's full detailed report, go to podcast:

<https://newsandevents.buffalostate.edu/podcasts/college-senate-meeting-may-11-2018>

President Conway-Turner: My report to the Senate today will focus on three topics:

- Normal Hours of Operations for the Summer Months
- A Facilities Update
- An Enrollment Report

First, I will provide a response to the constituent question regarding hours of operation for the summer months in Cleveland Hall. The normal hours of operations will not change for the summer. All offices are expected to be available from 8:30am to 5:00pm. This does not mean that all employees will work during these standard hours. Nor does it preclude offices from extending hours to accommodate the needs of the students, faculty, and staff they serve. If you have questions, please consult your office supervisor or respective cabinet member for assistance and direction.

You have a facilities report in your senate materials that covers an update on the renovation projects planned for the summer which includes the residence halls. **Mike Levine** is available to respond to any specific questions you may have about the projects. And **Melanie Perreault** will share the plans for continuing services in the library during renovations.

- **Facilities Report-Provided by Vice President Michael LeVine of Finance & Management**
<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/facilities%20report%20to%20the%20college%20senate%205-11-18%20FINAL.pdf>

- There were questions for **VP LeVine**.

Provost Perreault stated that during the Butler Library renovations, the hours of operation will remain on a normal schedule.

Brief Enrollment Update: CIO/VP

Dr. Mayrose presented brief enrollment information via 2 power point slides.

<http://collegesenate.buffalostate.edu/reports-senate-2015-2019>

There was brief discussion following his report:

<https://newsandevents.buffalostate.edu/podcasts/college-senate-meeting-may-11-2018>

Vice President Timothy Gordon of Student Affairs-Contagious Disease protocols

Please go to podcast to hear VP Gordon's discussion:

<https://newsandevents.buffalostate.edu/podcasts/college-senate-meeting-may-11-2018>

The **President** closed her remarks with a reminder about Commencement on May 19th. Looking forward to seeing everyone there. Then **President Conway-Turner** presented **Dr. Howard Reid** with a framed certificate of Senate Service as Chair of the Senate for 2017-18 and thanked him for his dedicated service.

REMARKS OF THE CHAIR

Senator Reid began his remarks at the last senate meeting of the academic year by thanking everyone present for their commitment to BSC. He then identified specific groups to thank, beginning with the members of the administration. He noted, in particular, their openness to discussing the challenges facing BSC and their detailed responses to the questions raised at the meetings. He then turned to the members of the agenda committee, which consists of the vice chair of the senate, the senate committee chairs and the University Faculty senators. He noted that this year's Agenda Committee was a "truly amazing group". He described the agenda committee as the "engine that drives the senate" and indicated that the members were the "heart of this organization". **Senator Reid** followed by singling out two individuals for special recognition. **Slade Gellin**, the parliamentarian, was described as being the senate's navigator since we relied upon him to get us safely from point A to point B at every meeting. And finally, **Senator Reid** recognized **Vince Masci**, the senate secretary. It was noted that without **Vince** there would be no senate. He was described as being absolutely essential to the functioning of the senate. Put simply, he "makes everything work".

Senator Reid then wished the incoming chair, **Joe Marren**, all the best, and noted that he was fortunate to have such wonderful colleagues on the senate to work with.

In closing **Senator Reid** thanked the body for its continued support throughout the year and for the wonderful opportunity he had had to serve as the senate's chair.

Senator Reid read names of those receiving one, three and six-year Senate Service Certificates. A Power Point showed all those receiving their certificate.

COMMITTEE REPORTS

Academic Plan Committee-(APC)- Kimberly Kline, Chair

Senator Kline presented the SUNY Buffalo State Assessment Principles to the Senate. This document was sent to the Senate prior to the meeting. **(See Appendix A for document)**
There was no further discussion.

Senator Reid: All in favor of this motion? Approved.

Senator Kline then presented her Final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/ACADEMIC%20PLAN%20FINAL%20REPORT2017-18%20.pdf>

Budget & Staff Allocations Committee-(BSAC)- Fred Floss, Chair

Senator Floss presented his Final Report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/BSAC%20FINAL%20REPORT%202017-18%205-2-18.pdf>

Senator Floss spoke on the status of: **REALIGNMENT OF FEE SALARIES Motion**

Senator Floss explained the motion was brought to the administration for discussion. Look for more information in the Fall on this motion.

By-Laws & Elections Committee-(BYLE)- Amy Rosen-Brand, Chair

Senator Rosen-Brand announced the results of the All College Elections and the Senate Caucus results. Go to the Elections page for the complete listing:

<http://collegesenate.buffalostate.edu/college-senate-elections-2018>

The Final report will be completed later following the addition of the recent caucus results.
There was no discussion.

College Senate Curriculum Committee-(CSCC)-Ann Emo, Chair

Senator Emo gave her Final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/CURRICULUM%20FINAL%20REPORT%202017-18%20AE%205-2-18.pdf>

There was no discussion.

Faculty & Staff Welfare Committee-(FSW)-Maria Brickhouse, Chair

Senator Brickhouse gave her Final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/FAC%20STAFF%20WELFARE%20FINAL%20REPORT%202017-18.pdf>

Instruction & Research Committee-(I&R)-Arlesa Shephard, Chair

Senator Shephard gave her Final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/INSTRUC%20%20RESEARCH%20FINAL%20REPORT%202017-18%20Shephard.pdf>

Standards for Students Committee-(S4S)- Amy Wilson, Chair

Senator Wilson presented for discussion/vote the resolution to revise the language of **DOPS Policy- I: 16:06 Deans Honor List Students. (See Appendix B for Dean's Honor List resolution)**

Senator Reid: All in favor? Approved.

Senator Wilson presented another resolution on **DOPS Policy- I: 16:08 Repeating Courses.** This motion brought forth extensive debate. **(See Appendix B-1 for Repeating Courses motion)**

Following extensive discussion and objection from the **Provost**, **Senator Floss** moved to have this motion returned to committee for further review/consideration with the Provost. **Senator Loehr** seconded. **Go to Podcast to hear complete extensive discussions/debate:**

Senator Reid: All in favor of the motion to send this resolution back to committee? Approved.

Senator Wilson presented her Final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/STANDARDS%20FOR%20STUDENTS%20FINAL%20REPORT%202017-18.pdf>

Student Welfare Committee-(SWC)- Keyshawn Blakes, Chair- Vice Chair, Steve Macho

Senators Blakes and **Macho** presented their final report:

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/FINAL%20REPORTS%202017-18%20STANDING%20COMMITTEES/STUDENT%20WELFARE%20FINAL%20REPORT%202017-18%20ff.pdf>

Unfinished Business

There was no Unfinished Business.

New Business

University Faculty Senate Report-from the 179th UFS Spring Plenary at University of Buffalo-presented by UFS Senators Amitra Wall and Joe Marren

<http://collegesenate.buffalostate.edu/sites/collegesenate.buffalostate.edu/files/uploads/2017-18REPORTS%20TO%20SENATE/179th%20SUNY%20University%20Faculty%20Senate%20Plenary%20UB.pdf>

Constituent Questions-CQ's

There were no Constituent Questions.

Senator Reid asked for a motion to adjourn. It was moved.

Adjournment: 3:00 p.m.

Appendices

A, B, B-1

APPENDIX A

SUNY Buffalo State Assessment Principles

*Introduced and Drafted by the College Senate Academic Plan Committee
Spring 2018-Kimberly Kline, Chair*

Fostering and furthering of student success must be at the core of any assessment process. As such, the following principles are recommended for high quality student and programmatic assessment:

1. SUNY Buffalo State's assessment practices should be guided by our institutional mission, strategic plan, and learning outcomes. Practices should be driven by a desire to improve student learning through a comprehensive campus assessment process.
2. Assessment is the shared responsibility of all campus constituents (e.g., College Senate, faculty, staff, students, administration), and is to be ethically conducted using intentional methodologies.
3. Assessment is an ongoing process used to answer meaningful questions, and findings should be broadly shared. This includes measuring the effectiveness of the work of each unit, the progress towards meeting educational outcomes, and providing useful information as a basis for continuous improvement.
4. Individual units are responsible for assessing themselves and responding to the results of that assessment.
5. Assessment must not conflict with academic freedom*, and/or be used for individual faculty or staff performance review.

*<http://system.suny.edu/media/suny/content-assets/documents/boardoftrustees/SUNY-BOT-Policies-June2014.pdf>

(Based on AAHE's Principles of Good Practice for Assessing Student Learning)

APPENDIX B

Introduced at the April 13, 2018 Senate meeting by the Standards for Students Committee-Amy Wilson, Chair
DOPS Policy Resolution
DOPS Revision: Dean's Honor List (section within policy)

Introduced at the April 2018 Senate meeting by the Standards for Students Committee-Amy Wilson, Chair

WHEREAS, the current requirements for baccalaureate honors designation is completion of 54 credits at Buffalo State; and

WHEREAS, this means that less than half of a student's degree may be completed at Buffalo State and still receive honors; and

WHEREAS, the language within the current policy does not reflect the new senior status criteria used within the online degree application process; and

WHEREAS, the current policy lacks clarity regarding eligibility and notification of honors designation,

THEREFORE, BE IT RESOLVED that Buffalo State amend its DOPS policy on **Dean's Honors List**, specifically the section related to Baccalaureate Academic Honors/Gold Honors Cord, as revised in this document, to clarify the eligibility requirements for and enhance the distinction conferred by the honors designation

BE IT FURTHER RESOLVED THAT this policy change be effective at the start of the 2018-2019 academic year for all entering first-year and transfer students, and that the college catalog and college website be updated to ensure that DOPS language is consistently reflected in the catalog and on the website for this policy.

DOPS: I:16:06: Deans Honor List (section within policy)

Proposed Revised Policy

Baccalaureate Honors Designation

Baccalaureate honors designation is awarded to graduating seniors who have achieved a minimum cumulative GPA of 3.50 for all work completed at SUNY Buffalo State. Graduates with a cumulative average of 3.80 to 4.00 are designated summa cum laude; 3.65 to 3.79 magna cum laude; and 3.50 to 3.64 cum laude. No degree candidates with outstanding grades of I, N, U, or X may be considered for honors.

Seniors must complete a minimum of 60 credit hours in residence at Buffalo State to be eligible for honors designation. "In residence" is defined as enrollment in courses offered by Buffalo State on campus or through distance education. To be eligible for honors designation, students must complete their final 30 credit hours in residence. Students who are approved for study abroad or national student exchange in the second to last semester before graduating are exempt from the requirement to be in residence for the full final 30 credit hours. Baccalaureate honors designation is confirmed once a final degree audit is conducted and the degree is awarded. Honors designation is noted on the diploma and official transcript.

No honors designation exists for master's degrees or certificates of advanced study.

Gold Honors Cord/Commencement Ceremony

December and January term bachelor's graduates who meet the baccalaureate honors designation criteria are invited to wear the gold honors cord at the spring commencement ceremony to signify their academic achievement. Bachelor's degree candidates who meet the baccalaureate honors designation criteria by the close of either the fall semester or January term just prior to their final spring semester, and have completed or have in progress a cumulative 60 Buffalo State credit hours for the spring semester may be eligible for honors designation when they graduate. Qualifying degree candidates are invited to wear the gold honors cord at the spring commencement ceremony. Academic honors are also noted in the commencement program.

Only eligible graduates and degree candidates may purchase and wear the gold honors cord. The Academic Affairs Office notifies eligible graduates and degree candidates by mail. An eligibility list is also maintained during commencement registration and ticket distribution in the campus bookstore where caps, gowns, and honors cords may be purchased. Wearing the gold honors cord at commencement is optional.

Gold honors cord eligibility is calculated using the following semester grades and credit hours:

- December and January graduates: Final cumulative GPA and credit hours.

- May and August degree candidates: December or January cumulative GPA (whichever term is the most recent), the cumulative number of Buffalo State credit hours earned, and the credit hours in progress during the spring semester.

Eligibility for baccalaureate honors designation is subject to change based on the calculation of final grades. Eligibility to wear the gold honors cord at commencement does not guarantee notation of the baccalaureate honors designation on the diploma or transcript.

Current Policy

Baccalaureate Academic Honors/Gold Honors Cord

An honors citation is given to graduating students who have achieved a minimum cumulative GPA of 3.5 for all work completed. Students with a cumulative average of 3.8 to 4.0 will be designated summa cum laude; 3.65 to 3.79 magna cum laude; and 3.5 to 3.64 cum laude. To be considered for an honors citation, a student must complete a minimum of 54 credit hours at Buffalo State College. No student with outstanding grades of I, U, X, N may be considered for honors.

Degree candidates with a minimum GPA of 3.5 who have completed or have in progress 54 credit hours at Buffalo State College may be eligible for academic honors. These students are invited to wear a gold cord at commencement to signify their academic achievement, and they are recognized in the commencement program. They will be notified by Academic Affairs separately from the Commencement Information Brochure, which is sent to degree candidates' homes in March. They also will be on a list at Commencement Headquarters where caps, gowns, and honors cords are purchased.

APPENDIX B-1

DOPS Policy Resolution

Introduced at the April 13, 2018 Senate meeting by the Standards for Students Committee-Amy Wilson, Chair

DOPS Revision: Repeating Courses

Introduced at the April 2018 Senate meeting by the Standards for Students Committee-Amy Wilson, Chair

WHEREAS, the current policy does not allow students to repeat courses outside of Buffalo State; and

WHEREAS, students who wish to improve their academic standing or GPA by completing courses at another institution are prevented by current policy from applying successfully completed transfer courses (except for Cross Registration courses) to their Buffalo State transcripts and from removing the earlier Buffalo State grade from their GPA; and

WHEREAS, students who are able to repeat a course successfully at another institution when that course is not being offered at Buffalo State, may be more likely to recover, maintain their plan of completion, and/or successfully graduate in a timely manner from Buffalo State; and

WHEREAS, 73% of our student population receives federal financial aid that is governed by Satisfactory Academic Progress (SAP) standards (Pace and GPA),

THEREFORE, BE IT RESOLVED that Buffalo State amends its DOPS policy on **Repeating Courses** as revised in this document to enhance student success and completion.

BE IT FURTHER RESOLVED THAT the college catalog and college website be updated to ensure that DOPS language is consistently reflected in the catalog and on the website for this policy.

**BUFFALO STATE COLLEGE
DIRECTORY OF POLICY STATEMENTS**

Policy Number: 1:16:08

Subject: Repeating Courses

Proposed Revised Policy

Students may repeat once any course in which a C-, D+, D, E or EV grade was earned. To count as repeated, the course must have the same prefix number, title, and credit hours. A course in which a student earned a C-, D+, D, E, or EV cannot be repeated with a Pass/Fail option. All grades remain on the permanent record but only the second grade and those semester hours will be used in the GPA. This policy will pertain *even if* the grade earned during the second attempt is lower than the initial grade. Courses with letter grades A through C cannot be repeated.

Practicum courses may differ. Contact the department in which the course is offered.

Repeating courses affects financial aid. Students should check with the Financial Aid Office for more information regarding repeating courses and financial aid policy.

GPA calculations are completed at the time the degree or certificate is conferred and are not affected by any subsequent coursework at Buffalo State.

Transfer credit

If at the initial time of admission to Buffalo State a student is awarded transfer credit for a course that earned a grade of C-, D+ or D, the student may repeat the course at Buffalo State and the grade and credit of the second course will count in the GPA.

A Buffalo State course in which a C-, D+, D, E or EV was earned may be repeated at another institution with prior campus approval on file in the [Registrar's Office](#). The Buffalo State course will be excluded from the GPA and the transfer credit will count toward degree completion. The transferred course grade will not be used in the Buffalo State GPA calculation.

Current Policy

A student may repeat a given course once for which a C-, D+, D, E or EV grade was earned. The course must have the same prefix number, title, and credit hours. The repeated course must be taken at Buffalo State College. Only the second grade and those semester hours completed will be used in determining the GPA. A student may not repeat a course for a third time.

All grades remain on the permanent record. Students may not use pass-fail to repeat a course for which a C-, D+, D, E or EV grade was earned. A passing grade will not replace an F or a U grade, since F and U are not computed in the GPA. Courses with letter grades above C- cannot be repeated. Courses that were illegally repeated will not be used in computing the cumulative average. Practicum courses may differ. Check with the department that offered the course. Repeating courses affects financial aid. Students should check with the Financial Aid Office for more information regarding repeating courses and financial aid policy.

Once a student has completed a bachelor's degree, a final average for the degree is computed. Courses from that degree may not be repeated, and that final average is not affected by any subsequent coursework at Buffalo State College.