

The Arts & Sciences Senate meets on Monday, September 20 at 3:30 PM in the Javits Room of the Library.

Tentative Agenda
Arts & Sciences Senate
September 20, 2004

- I. Welcome
- II. Appointment of recorder.
- III. Approval of tentative agenda
- IV. Approval of minutes from April 19, 2004
- V. Nominations of Senate Officers
- VI. Report of the Undergraduate Curriculum Committee (J. Lochhead)
- VII. State of the Senate (F. Walter)
- VIII. Other Old Business
- IX. Other New Business

Arts and Sciences Senate
Minutes of the 04/19/2004 Meeting

The Arts and Sciences Senate met on Monday, 19 April 2004 in the Javits Room. The meeting was called to order by the President of the Arts & Sciences Senate, Joan Kuchner, at 3:33 PM. Sixteen members of the Senate were in attendance, and one guest.

I. Approval of Tentative Agenda

The tentative agenda was amended and approved by voice vote.

II. Approval of Minutes from March 15, 2004.

Approval was unanimous with a minor correction

III. Report of Arts & Sciences Senate President (J. Kuchner)

Joan Kuchner thanked all the members of the A & S Senate for their service. She reported on some of the activities of the year of the Executive Committee and standing committees, including the creation of the President-elect position to provide continuity of leadership a new standing committee on Faculty Rights & Responsibilities. Considerable effort has also been dedicated to studying the impact of the undergraduate colleges on the CAS.

Joan suggested that several issues should be followed by the A & S Senate in the coming year. First, the continued development of the UG Colleges should be followed with an eye toward evaluating whether they are achieving sustainability. Second, she suggested that the Senate should examine how the restructuring of the Physical Education will affect the physical education for students at Stony Brook. Third, she anticipated that MSRC will also be in an active stage of development in the coming years. Finally, she suggested that the potential formation of a College of Fine Arts may have a large impact of the College, and that the lack of involvement of affected faculty in the decision to form the College raises a broader issue of faculty rights. Joan concluded by urging participation in the election and in positions.

Norman Goodman praised Joan's efforts this year as President and suggested that she circulate a summary report of the activities of the A & S Senate as a means of engendering participation.

IV. Report of the Promotion and Tenure Committee (PTC) (G. Sprouse) (See appendix 1.)

Gene Sprouse described the membership and charge of the PTC and praised the hard work of the members. The PTC has reviewed 23 cases to date, 12 of those to associate professor with tenure. The PTC voted yes on all 12 cases, in agreement with the departments and were pleased with the quality of the cases that came before the PTC this year. There were 9 cases of promotion to Full professor, 6 were approved, and 3 were not approved. There was also review of one new hire at the associate level and one new hire at the level of full professor.

Gene also presented an historical consideration of past cases where the President has disagreed with the PTC in her own condition. He argued that since scholarly ability has been the primary factor that has been weighed by the PTC in these cases, and that the President may be employing broader criteria in making her decisions.

Norman Goodman asked Gene to describe the nature of the communications with the President about specific cases where there was disagreement. Gene reported that there has been none. However, the Dean and Provost have consulted with the PTC as they prepared their decisions. Fred Walter suggested that feedback from the administration might produce better correspondence between the criteria applied in evaluating promotion cases.

Joan Kuchner suggested that the Senate may want to examine the issue of communication and timely responses on promotion cases next year.

The report was accepted unanimously.

V. Report by the Dean of Libraries (C. Filstrup)

Dean Chris Filstrup began his report by describing the relationship of the Libraries to the Senate committees. The library has an approximately 9 million dollar budget, with 30 librarians and 60 support staff. The computer infrastructure has been maintained by DoIT. They are a full service research library, open 95 hours per week, and offering extended hours during exams. The library is in the process of establishing a digitization lab, and has especially good holdings in music. They are working to improve the commuter lounge.

The library with its present budget has not been able to keep up with serials inflation, which has resulted in a 9% cut in serials and a 3% cut in monographs. The Library space is not sufficient for demand. The experience over 300 entrance/hour, totally 1 million visitors to the reading rooms/year. On the positive side, the STARS system is working well, and most users report satisfaction with access to the electronic holdings. About 400 students per year are instructed in archival research techniques, mostly through the writing program.

The library is moving from library ownership model to the model of an "access" library, where more content is licensed. Electronic resources is used highly, and aggregate packages (linked) programs are popular and powerful. Dean Filstrup reported that there will always be a substantial number of texts and legacy collections to maintain.

The strategic plan of the library is one year old. It has 8 goals (see appendix 2). Progress has been made on achieving some of them, but the goal of increasing the monograph budget, in particular, has not been realized.

Offsite shelving is being considered up in Putman County, as on-campus storage space is limited. A Google-like search entrance will allow for searches across databases and e-journals.

A SUNY-centers committee is actively working to produce centralized collections that would allow. The special collections are expanding.

Bob Kerber asked how decisions for collections were being made among the SUNY campuses and Norman Goodman asked particularly about the negotiations with the publisher Elsevier, who has been raising its costs, and requires multiyear, binding contracts. Dean Filstrup replied that the SUNY centers decided that the current contracts were not sustainable and outlined the options that were being considered. To get out of the contract would reduce the collection from 1100 to 400 journal titles. His feeling was that we should negotiate with a low inflation rate and only for the electronic versions. Another option is to explore more open access sources.

Several senators raised concerns about the library budget. Norman Goodman pointed out that cutting books to pay for continued journals subscription differentially affects the social sciences, arts and humanities. Bob Aller pointed out that the journals in the sciences should ideally be supported largely by research grants, and inadequate support in the budget for these suggests that money is being diverted from that purpose by the Research Foundation. Norman Goodman pointed out that state money to the budget is based upon enrollments, which favor the social sciences and humanities. There was agreement that concerns about overcrowding of the reading spaces.

VI. Old Business

VIII. New Business

Fred Walter and the Senate recognized Joan Kuchner's excellent guidance of the group this year. A motion to adjourn being made and seconded, and the Arts and Sciences Senate adjourned at 4:49 PM.

Transcribed by John Robinson
Secretary

Appendix 1: Report of the Promotion & Tenure Committee of the College of Art & Sciences
Submitted by Gene Sprouse, Chair

For the Fall 03/Spring 04 academic year, the CAS Promotion and Tenure committee consisted of the following members:

- Perry Goldstein, Music (Humanities and Fine Arts)
- Peter Manning, English (Humanities and Fine Arts)
- Paul Gootenberg, History (Social and Behavioral Sciences)
- Helmut Norpoth, Political Science (Social and Behavioral Sciences)
(Dr. Norpoth is filling for Dr. Joanne Davila for one year (9/03-9/04))
- Malcolm Bowman, MSRC (Natural Sciences)
- Gene Sprouse, Physics (Natural Sciences) (Chair of the PTC)
- A. Wali Karzai, Biochemistry (Non-tenured member)

This committee has been extremely dedicated and hard working, and there has been almost perfect attendance at the meetings by all members. The committee has read the files of 23 candidates for promotion or for new appointment or for reconsideration of pending cases from last year. There were 12 cases of promotion to Associate Professor with tenure, 9 cases of Promotion to Full Professor, one new hire at Full Professor, one new hire at Assoc. Professor, and 3 cases pending from last year.

Summary of 2003 - 2004 PTC actions

	Promote to Associate Professor with tenure	Promote to Professor	New Hire as Associate	New Hire as Full
PTC Yes	12	6	1	1
PTC No	0	3	0	0

In three cases for promotion to Full Professor, the PTC disagreed with the department's recommendation to promote. The administration has not finished all of these cases. The Dean and Provost are extremely engaged in this important process, and have scheduled meetings to discuss cases on which there might be a possibility of them disagreeing with the committee's decision.

If we take a more long term view of the process, including the last 2 years, there were two cases in which the President has recommended not to promote to Assoc. Prof. with tenure. In one case this was in agreement with the PTC's recommendation, and in another it was not. There have been six cases where the PTC has not recommended promotion to Full Professor. The President has promoted 2 of these and 4 are still pending. In its deliberations, the committee adheres strongly to the Policies of the Board of Trustees. A specific requirement is "Scholarly ability -- as demonstrated by such things as success in developing and carrying out significant research work in the subject matter field, contribution to the arts, publications and reputation among colleagues." The committee has felt that the title of Professor should not be awarded just for significant administrative or other accomplishments, but should be awarded only to those who show true excellence and a strong reputation in creative and scholarly activities.

Appendix 2.

STATE UNIVERSITY OF NEW YORK
LIBRARY STRATEGIC PLAN 2003-05 EXECUTIVE SUMMARY

The university thrives on and is challenged by abundant and easily accessible information. The emergence of the Internet and inexpensive desktop computing has created a learning environment in which it is easy to find tidbits about almost everything but difficult to find one's way to information that is reliable and deep. Over several centuries, libraries developed standards and techniques to make large print collections searchable. Libraries now face a similar challenge with information in electronic formats that are easily networked. Three of the strategic plan's goals chart the shift from being a library of ownership to a library that provides access and instruction. Though increasingly pervasive, digital formats will not replace legacy print collections nor will they drive print formats such as the book into extinction. The Library is responsible for all formats, so on a more traditional note, two of the goals recognize the durability of print monographs in the humanities and social sciences and the importance of print, manuscripts, and other artifacts in the development of special collections. Another goal affirms the traditional value of the building as public study space while de-emphasizing the building's shelving function. The strategic plan also addresses the internal organization of the Library and fundraising. All told, the strategic plan has about 75 specific strategies. Most of these the Library can accomplish without significant additional resources or space. Major exceptions are additions to the book budget (Goal 2), finding an exhibit space for Special Collections (Goal 3.3), moving 5-10% of the Library's print holding off-site (Goal 6.1), and expanding the Computer Science library and moving Circulation to the first floor (both in Goal 6.8). The strategy calling for career ladders (Goal 7 .2.b) reflects a specific action (4.6) in the University's Five Year Plan and involves union contracts.

In Goal 1, the Library embraces electronic content and establishes strategies to acquire, organize and display this content so that it is easily accessible to the campus community from any computer anywhere at any time.

Goal 2 describes modest but targeted increases to a shrinking monograph budget. In the humanities and social sciences, it is clear that important information will continue to be available in printed books. The overall budgetary goal is to keep the monograph budget at the \$1 M level, a minimum for a university of Stony Brook's size and stature, and to accommodate new curricula only with new monies.

Goal 3 focuses on the Library's special collections and university archives. These unique or rare collections are the Library's contributions to the world's body of knowledge. They are the basis for fundraising, programs, and exhibits. It is also very important for the Library to collect and organize a strong university archive to document the history of the university for future institutional research and promotional efforts.

In Goal 4, the Library seeks to get full functionality from its new integrated library system, Aleph, to streamline processing, to build a rich and rigorous database, and to provide sophisticated searching of

networked resources. Strategies in this goal also commit the Library to online reference and document delivery services and to the creation of local web-searchable databases.

The electronic environment is complex because it is so rich. The Library's web pages provide access to millions of full-text documents and to tens of millions of records. Goal 5 describes steps the Library will take to give students and faculty the information skills they need to succeed at the university and beyond. This goal asserts the role of librarians as classroom instructors.

As computers access more and more content, what is the role of the building? Goal 6 enhances the library as a study space, moving materials off-campus in favor of more seating, creating collaborative facilities, and connecting study areas with both wired and wireless technology to the university's computer network. Goal 7 is a first step toward becoming a learning organization (based on the management practices advocated by Peter Senge). This goal establishes cross-department teams and addresses some classification issues.

Goal 8 focuses the Library's attention on raising non-state funds, a high priority activity which will succeed to the degree that the university administration makes the Library a fundraising priority.

ECF 3/20/03

To: Executive Committee, Arts and Sciences Senate
From: Robert Cerrato, Chair, Undergraduate Curriculum Committee
Re: 2003-2004 Annual Report
Date: May 31, 2004

Members of the Committee for the 2003-2004 academic year were: Michael Barnhart (History, spring only), Robert Cerrato (Marine Sciences, chair), Arlene Feldman (Transfer Office), Claire Green-Ford (Undergraduate, spring only), Elaine Kaplan (College of Arts and Sciences, Committee Secretary), Ada Hasloeher (Undergraduate), Ellen Lindquist (CAS Graduate Assistant, observer), Judith Lochhead (Music), Catherine Marrone (Sociology), Anthony Phillips (College of Arts and Sciences), Malcolm Read (Hispanic Languages and Literature, spring only), Sarah Sternglanz (Women's Studies), and Thomas Weinacht (Physics).

The curriculum committee met 25 times during the 2003-2004 academic year. Two new majors were approved (European Studies and Asian and Asian American Studies). There were changes to a number of major and minors (Africana Studies, Economics), and dozens of new courses were approved. Significant time and effort was spent resolving pending issues with SUNY System Administration regarding compliance with the SUNY General Education Requirement, especially the American History component of the requirement. Routine matters were handled by the secretary and announced to the committee at each meeting. Routine matters chiefly involved deletion of courses and changes of course titles, descriptions, and/or prerequisites.

Visitors to the Committee included James Staros, Dean of the College of Arts and Sciences; Joan Kuchner, President of the Arts and Sciences' Senate; Mark Aronof, Deputy Provost; Norman Goodman, Chair of the Sociology Department, an elected representative to the SUNY-wide University Faculty Senate, and member of the Advisory Council on General Education; and David Hanson, Director of Undergraduate Studies in Chemistry.

A summary of the Committee's major activities during the academic year follows.

Policy Matters:

SUNY General Education Requirement: The Committee adopted guidelines for the submission of general education courses to SUNY System Administration. Upon adoption of the procedures in early November by the University Senate, approximately 150 courses were forwarded to Albany by our campus liaison, Mark Aronof, on a CD-Rom disk. As the year progressed, a total of 22 additional courses were forwarded to SUNY. At the time of this report (May 2004), we have received approval for only 78 of the 172 courses.

SUNY American History Requirement: In mid-fall, the Committee learned that 22 DEC K courses that were pending approval for the SUNY American History requirement had been rejected by the SUNY Advisory Council on General Education. This rejection was final acknowledgement that we had been unsuccessful in our long-standing attempts to convince SUNY that our modified DEC K ("The American Experience in Historical Perspective") fulfilled the SUNY general education requirement (SUNY-GER) in American History. Upon receiving the news, Provost Robert McGrath directed the campus to immediately develop a plan to comply with the SUNY-GER American History requirement.

The plan, creating a “Skills 4 Competence in American History”, was developed by a group of faculty and administrators and was approved by the University Senate on December 1, 2003. This plan decoupled the SUNY American History requirement from our DEC K. The list of courses that satisfy Skill 4 include some DEC F courses in American History and Government and DEC K courses that SUNY had already approved to meet the SUNY-GER American History requirement.

Skill 4 went into effect for all new students entering the University in Spring 2004 or later. At the time of this memo, the University has not received notification from System Administration that the plan has been approved.

Once the Skills 4 plan was implemented, the Curriculum Committee felt that it was appropriate to return DEC K to its original theme (“American Pluralism”) and course list, since the pluralism component of the curriculum had been lost as a specific requirement. The Arts and Sciences’ Senate and the University Senate approved this restoration. Departments that had previously agreed to move courses from the original DEC K (American Pluralism) to the modified DEC K (The American Experience in Historical Perspective) were contacted to ask whether they wished these courses to be returned to DEC K, effective Fall 2004. Most replied affirmatively.

Specializations: PeopleSoft allows specializations to be noted on students’ transcripts. This is advantageous to students, since it allows an additional credential to be added to their official record. The Curriculum Committee was asked by the Arts and Sciences’ Senate Executive Committee to develop guidelines for listing specializations on transcripts. The Committee’s guidelines (appended to this memo) will be taken to the Arts and Sciences Senate Executive Committee in Fall 2004 for approval.

A request from Multidisciplinary Studies for a specialization in Social Sciences was received. The Committee has requested a more formal course proposal for discussion in early fall.

Ex-Officio Committee Members: The Committee proposed, and the Arts and Sciences’ Senate approved, the addition of two new ex-officio Committee positions for professional employees. Beginning in Fall 2004, the committee will include one professional employee knowledgeable about registration procedures and graduation requirements and one professional employee knowledgeable about both general student concerns and transfer student issues.

Web-based Curriculum Committee forms: New course proposal forms, crosslisting forms, and guidelines will soon be available on the College of Arts and Sciences’ website.

Departmental Matters:

Africana Studies: Changes to the AFS major, resulting in a more rigorous set of requirements, were approved.

Asian and Asian American Studies: Requirements for a new B.A. program were approved. SUNY System Administration and the State Education Department must now approve the major. In order to create a cohesive and sensible numbering system for the several programs joining the AAS department, the Committee approved revised course numbers for Chinese Studies, India Studies, Japanese Studies, and Korean Studies. The Committee also approved several new course proposals and numerous proposals for temporarily or permanently combining AAS courses with courses in other departments.

Chemistry: The Committee approved two one-credit organic chemistry honors courses and, after requesting that the department consult with affected departments in CAS, CEAS, and HSC, approved a revision of the second semester of the organic chemistry course sequence.

Economics: The Committee approved revised major requirements, proposals to regularize several topics courses, and changes to the economics honors program. The Committee also approved a proposal to require a grade of C in prerequisite courses in order to continue in subsequent economics courses.

English: The Committee approved a change in prerequisites for upper-division courses to include EGL 204 as either pre- or co-requisite in order to prevent 204 bottleneck.

European Studies: The Committee approved a B.A. program, which must now be approved by SUNY System Administration and the State Education Department. Several new course proposals were approved as part of the proposed major.

Mathematics: The Committee approved an alternative registration procedure for MAT 319 Foundations of Analysis/MAT 320 Introduction to Analysis. Also approved was the addition of more stringent prerequisites for MAT 205 Calculus III and MAT 322.

Science and Engineering Living Learning Center Minor: The Committee approved revisions to reflect the program's new status as an upper-division component of the Undergraduate College structure and a new course for the minor.

Social Sciences Interdisciplinary Major: The Committee discussed the discontinuation of this major with Joan Kuchner, the Undergraduate director of the major, and with Dean James Staros.

Women's Studies: Prerequisites were revised for required major courses and special topics courses.

Future Issues for the 2004-2005 Academic Year:

Gateway Courses and Potential Grade Inflation: The Committee is concerned with the request by some units (e.g., the Professional Education Program and the Department of Mathematics) to require that a grade of B- be earned in a course in order to proceed to a subsequent course. Members believe that this will lead to grade inflation because a B- will become the average grade.

Freshman Orientation Courses: The Committee learned that both the Undergraduate Council and the CEAS Committee on Teaching Policy and Curriculum had approved a proposal to require all freshmen to register for a College-based version of SBU 101 starting this fall. To date, however, the Committee has not received a proposal from either those proposing this new requirement or from any governance entity.

SUNY-GER: The Committee is concerned with the extensive delay in notification about SUNY-GER status for courses that are submitted by the campus. As noted above, only 78 of 172 courses, most submitted to SUNY in November 2003, have been approved as of May 2004, leaving 94 in undetermined status. We feel strongly that System Administration, having insisted upon oversight, should either provide an expedient and transparent procedure for reviewing courses for SUNY-GER requirements or cede such authority to the campus. The current situation, in the Committee's view, is unacceptable and is in urgent need of review.

Arts and Sciences Senate Undergraduate Curriculum Committee

Guidelines for Specializations

Spring 2004

The following guidelines will be used by the Curriculum Committee in reviewing requests for **listing an approved track within a major** as a specialization on the transcript:

- 1) To propose listing a specialization, the major must have at least two distinct tracks. One of these may be considered a "general" track and need not be listed as a specialization.
- 2) For departmental majors, the specialization should be an area of concentrated study that involves at least 18 upper-division credits within the major.
- 3) For interdisciplinary majors such as MTD, the track being proposed for listing as a specialization must focus study on a single theme. The track must also incorporate all of the two or three areas of study within the major, and it must involve most of the upper division courses

