

**Council for Faculty Affairs**  
Minutes from September 10, 2019  
Kelly Commons Room 3.05

Attendance: I. Gerhardt (Chair; Math), M. Jafar (Accounting, CIS, Law), G. Carfagno (Bio), B. Wilkins (Chem&Biochem), J. Abulencia (Chem Eng), M. Volovski (Civ & Eng), R. Kern-Stone (Comm/VPA), K. Qazi (CS/Phys), C. Wang (Econ & Fin), Sr. R. Kushner (Ed), Y. Wang (Elec & Cmpt), H. Laudien (English), M. Groarke (Hist/PoSc), S. Ladda (Kin), P. Saboori (Mech), A. Masoumi (Mgmt&Mktg), L. Redruello (MLL/Phil), K. Fairchild (Psych/Soc), Br. R. Berger (Rels).

Absent: J. Gormley (Lib)

- I. Chair I. Gerhardt welcomed everyone to the meeting, especially new members.
- II. Approval of Agenda approved unanimously.
- III. The minutes from May 7, 2019 were approved, with two spelling changes and a correction to reflect, under Item #5, that M. Groarke had suggested that the subcommittee consider ways to streamline forms A and form B, but did not comment on inconsistencies across the schools.
- IV. The Agenda Committee was constituted: K. Fairchild as deputy chair, M. Volovski as secretary. L. Trabold has been nominated for the at-large member position, but is on maternity leave and I. Gerhardt has not heard back from her yet. It was agreed that we would wait to see when we hear back from her.
- V. Election of CFA representative to Provost Search Committee – There were two candidates, H. Laudien and I. Gerhardt. Each made a brief presentation. I. Gerhardt was elected by the CFA.
- VI. The CFA named I. Gerhardt and J. Abulencia to serve on the Faculty Welfare Committee.
- VII. Reports were made from the June 2019 Board of Trustees committee meetings:
  - A. Facilities (I. Gerhardt) - The report reviewed known progress of projects on both south campus (including the construction of Higgins, renovations in Leo, and GPAC) as well as the north campus dormitories (including Horan).
  - B. Academic Affairs (M. Groarke) -- The Graduating Senior Survey was discussed. The deans and leaders of other academic divisions reported on their goals and budget needs for the upcoming year. All of the deans reported that they did not need to increase their budget, but hoped it would not be cut. The Center for Academic Success made a few requests for specific detailed additional money.
  - C. Development / Finance (I. Gerhardt) – Reports replicated statements in the President’s June 2019 message to the College (included in distributed materials).
  - D. Student Life (H. Laudien) – Gerard Caccappolo reported that they reviewed the annual occupancy report. Satterlee reported a current estimate of 1,758 students in residence at 85% occupancy. Given that we are less than full, we can upgrade existing housing. We discussed a new 2 year residency requirement to increase

occupancy. Housing renewal and renovation: 8th floor Horan residence will be apartment style living, available for the open house; replacement and renovation of elevators and upgrades to apartment corridors and bathrooms. Arches has 214 freshmen enrolled in the program.

- E. Enrollment (K. Qazi) – In the June 13, 2019 meeting of committee on enrollment management, it was reported that 887 undergraduates were enrolled (target 850), compared to 831 at the same time last year. The yield rate was 14%, with 6413 accepted of the 8687 that had applied. The average SAT scores were 1176 compared to 1170 in 2018. The average ACT scores were 26. There was a growth reported in NY students, with Excelsior not having a huge impact. There were 31 international students from 21 countries. 24 states were represented within the US. There was a drop reported in the African-American student population, and a growth in Hispanic and Latino female students. \$27516556 of \$22684837 goal had been achieved. Future goals include increasing international enrollment to 10% of total enrollment.
  - F. Strategic Planning and Mission (S. Ladda) - An update was given on the Strategic Plan, Middle States Accreditation activities, and the Graduating Student Survey. The second phase of the Strategic Plan concludes 2019-2020 thus an assessment of phase two and a SWOT analysis will be conducted to inform drafting of phase three of Strategic Plan. Middle States Accreditation cycle calls for an on-site visit in the spring of 2022. The Graduate Student Survey results were presented and many things learned are noted to assist in retention/other programming.
- VIII. Selection of Board of Trustee Committee membership:
- A. Continuing representatives: H. Laudien - Student Life; M. Groarke - Academic Affairs; K. Qazi – Enrollment
  - B. New representatives: M. Volovski – Facilities; B. Wilkins – Development; S. Ladda – Finance; I. Gerhardt – Strategic Planning and Mission
- IX. Kelly Marin’s presentation on the assessment of College-wide Core Competencies
- A. Kelly chairs a committee reviewing the process of assessing and updating the CWCCs. The goal is to create a more faculty-based assessment process. The other committee members are Mac Furey (Education), William Walters (Library), Rich Carbonaro (Engineering), Janet Rovenpor (Business) and Sarah Wacker (Science).
  - B. Kelly reported that in the spring, Bridget Miller organized a focus group of faculty to hear what has worked and not worked in the process of assessing CWCCs. Some challenges: faculty are spending a lot of time collecting artifacts, the language of the CWCCs is difficult to measure; the schools are varied in their core programs, and in some schools every program has a specific core.
  - C. The committee is working on three major tasks: refining the language of the CWCC objectives, mapping the courses in which the CWCCs are addressed, and planning a more systematic way to collect artifacts so that it is less work. She also noted that we need to do more frequent assessment; right now we are on a 7 to 8-

year cycle, which is not helpful for planning curricular changes in response to what we learn.

D. Kelly and the committee request that the CFA support its efforts.

- X. Dining Survey -- I. Gerhardt reported that 25% of the faculty responded to the survey, which showed fewer south campus faculty eating in the Faculty Dining Commons than before. He sent the survey to several people in the administration, including VP for Finance Matt McManness, who said he'd talk to his people about it. Stay tuned.
- XI. Sexual Harassment Training -- This is very important, as the College is required to show that all staff have been trained. The Chair noted that the deadline is so short because the college chose to train chairs first, and that took a long time. He urged everyone to participate.
- XII. P & T rules -- We approved a motion to delay discussion of this item as we are awaiting information from Tamara Britt. S. Ladda noted that the committee is reviewing the School white papers and making sure they are consistent.
- XIII. Town Hall with the Provost -- is scheduled for September 24th. I. Gerhardt is trying to get President to come to at least part of it.
- XIV. Concerns to address in 2019-2020
  - A. We discussed the new AW/UW policy, which the Provost brought to Dean's Council but not to EAC. In discussion, members were uncertain about the impact on students, financially and academically. Further research needed.
  - B. Commencement -- I. Gerhardt proposed that we try to arrange a photo of the entire faculty on graduation day. The idea was greeted with enthusiasm, and some discussion of logistics ensued. We also discussed the rescheduling of Mass from the morning of graduation to the previous evening. There was significant sentiment that this made it more difficult for interested faculty to attend, especially since our ability to park on campus during commencement is limited.
  - C. Health insurance -- we were told this will be a focus of FWC this year
- XV. In closing, I. Gerhardt encouraged members to remember that the purpose of the Council for Faculty Affairs is to represent our colleagues and promote their interests. He encouraged everyone to listen to their colleagues for issues that come up, and to solicit their opinions on issues that come before the Council.
- XVI. The meeting adjourned at 4:55 p.m.