

Faculty and Professional Affairs Committee

December 9, 2015

Meeting Minutes

Members Present:	Heather McKeever	Teodora Cox
	Meral Arnavut	Andrew Siegel
	Marilia Antunez	Derrick Decker
	Christopher Taverna	Kevin Hahn
	Amy Beers	Ana Maria Klein

Meeting called to order at 1:05pm by FPAC Chairperson Heather McKeever.

I. Action:

- *Approval of November 18 Meeting Minutes:*
 - Minutes approved unanimously.

II. University Senate Update:

- FPAC charged with updating Faculty Handbook and various other policies. 2 of these policies were introduced and discussed briefly during University Senate meeting: Academic Freedom and Faculty Commencement Attendance.
- Academic Freedom policy already seems to be aligned with that followed by SUNY Board of Trustees. There was no real controversy or opposition during the meeting.
- Faculty Commencement Attendance Policy overview: Attendance at graduation ceremonies should be considered part of faculty member's regular responsibilities. A Department Chair or Dean must approve any absences. This seems to be in conflict with the understanding that faculty members are not required to work on Saturdays.
 - If this policy were enacted, it would seem that contracts for faculty members would need to change so as to require attendance at graduation – or any other ceremony scheduled for a weekend.
 - Meral believes that a compromise could occur – keeping graduation attendance voluntary, but making caps and gowns available for those who need them.
 - FPAC could gauge how faculty members feel about this possible new expectation. Are many faculty members upset?
- At the University Senate meeting, the current process for Department Chair selection was also explained. A committee consisting of faculty members, Deans, and current Department Chairs will be formed to review this process.

III. Continuation of CONFAC Discussion:

- Anne Fearman, Chairperson of CONFAC, has been given viewing privileges to our FPAC Google Drive folder.
- According to Anne, CONFAC is looking towards becoming their own Standing Committee of University Senate.
- Heather suggested that we connect with Anne to discuss the goals of CONFAC and FPAC. In the meantime, Heather will seek clarification and ask for FPAC members to be able to review minutes from recent CONFAC meetings.

- Heather mentioned that, as FPAC, we might want to appoint a liaison to CONFAC. Christopher volunteered for this role, provided that it works with his schedule.

IV. Discussion about 2015 – 2016 Goals and Activities:

- *Google Drive Discussion:*
 - We will continue this working document throughout the year, since it should be helpful for those who are not able to attend FPAC meetings regularly.
- *Plan of Action:*
 - Professional Development Day: February 5.
 - FPAC Open Forum. We can prepare a list of bullet points and invite faculty and staff to attend to voice their concerns. This would be our chance to convey what FPAC is. We could have passive materials, as well, such as a table staffed by FPAC members, posterboard, PowerPoint loop, or some brochures.
 - Heather will start another Google document related to ideas for how we want to contribute to Professional Development Day.
 - Heather motions that FPAC take some sort of action for Professional Development Day.
 - Seconded by Andrew; motion carries.
- *Faculty and Staff Requests:*
 - With recent cuts, could FPAC advocate on behalf of EAP? We want to ensure that this program stays, for the benefit of employees.
 - Tedi mentioned that EAP is the only real counseling service available to employees; the Counseling Center is reserved only for students.
 - Sue Murphy, EAP Coordinator, has worked diligently to sponsor wellness initiatives for employees. She works part-time, but what she contributes to the campus is closer to full-time.
 - Tedi cautioned that it is important to distinguish the person from the position. We need the position; we happen to be fortunate that the staff member in this position is a hard worker.
 - What are other campuses offering with respect to EAP? We can research best practices.
 - Which other campuses have Ombudsmen?
 - Use of time for online FREDTraining programs. We are not compensated for this “extra work”.
 - Heather connected with Michael Daley, Director of Human Resources. His response to this concern was reasonable; we should probably not invest our energies in trying to change this.
 - FPAC can communicate back to faculty and staff, sharing the reasoning for the WeComply trainings and why they are important.
 - How is this communicated to faculty and staff *now*?
 - What happens to faculty and staff who simply refuse to complete the trainings? Are they allowed to keep their jobs? Is there any disciplinary action? Amy mentioned that Human Resources has addressed at least 2 faculty and staff members who refused to comply in this way.
 - Supervisors should allocate time for employees to complete these trainings.
 - Ana Maria recalled that, around 10 years ago, we were required to attend *in-person* trainings lasting the whole morning. She also shared

the perspective that, with all that is happening in the world (e.g., school shootings, stories of child abuse, etc.), we should welcome these types of trainings.

V. Spring 2016 Meeting Schedule:

- Liz will not be available for 1:00pm on Wednesday afternoons next semester.
- Kevin will send Doodle availability survey for Tuesday – Thursday, 10:00am – noon; 1:00 – 4:00pm.

Meeting adjourned at 1:58pm.

Respectfully submitted,
Kevin Hahn