ROCHESTER INSTITUTE OF TECHNOLOGY
ACADEMIC SENATE
OCTOBER 6, 2011: 12:05 - 1:50 p.m.
CIMS/2230-2240

Members Present: P. Amsler (Alt. for Greg Pollock), B. Barbato**,** J. Beck**,** S. Boedo**,** S. Bower, L. Bryant, M-B. Cooper, D.Defibaugh, W. Destler, Tim Engström, H. Flores (Alt. for Fred Walker), J. Haefner, R. Hira, Clyde Hull, M. Laver**,** L. Lawley, C. Lundgren, S. Maggelakis, H. Miller**,** O. Palacio, S. Radziszowski, S.M. Ramkumar, M. Richmond, M. Ruhling, R. Sanchez, M. Savka, V. Serravalla, H. Shahmohamad, C. Thoms, P. Tymann, J. Voelkl, L. Wild, G. Zion
Members Absent: H. Ghazle, M. Kotlarchyk, T. Policano, D. Tower DuBois
Members Excused: M. Johnson, A. Phelps, E. Saber
Guests: Joe Loffredo, Sue Provenzano

CALL TO ORDER: 12:08 p.m.
COMMUNICATION OFFICER'S REPORT: Minutes of September 22, 2011 were approved with four abstentions.
EXECUTIVE COMMITTEE REPORT: No report given.

REPORTS AND PROPOSALS

WALLACE CENTER UPDATE: Link to Ppt Presentation on the AS DML site - http://hdl.handle.net/1850/14190

Dr. Lynn Wild, Associate Provost for Faculty Success presented a Ppt. today on the Wallace Center. The first portion of the Ppt. was a slide show depicting the accomplishments of the various departments within the Wallace Center during the past year and at the latter part of the Ppt. Lynn Wild reported on TWC's evolving future, initiatives and challenges.

The following initiatives were reviewed:

- ➢ Mentoring
- ➢ Online learning
- ➢ Conversion
- ➢ Scholarship
- ➢ ETC Branding
- ➢ Internal Collaboration
- ➢ Library Resources
- ➢ External Partnerships

Discussion and Q&A ensued.

- ❖ Q: What does "library resources" mean?
  A: S. Bower, Director of RIT Libraries said this has to do with the challenges the library faces with keeping pace with inflation for library resources. The world is more digital now and therefore we are looking at new types of models to meet the needs we have.
- ❖ Q: M. Richmond asked if there are fears concerning the challenges and is it mostly the exorbitant cost of journals that is the concern?
  A: S. Bower said yes, the increasing cost of journals is a challenge. The library has multiple priorities but limited resources.
- ❖ Q: Ram asked that if you subscribe to journals, what happens after one year if a subscription is cancelled?
  A: S. Bower said this is dependent on the vendor contract and varies by vendor. But in most cases, we are purchasing access rather than ownership so we do lose access if we cancel subscriptions. The Academic Support Committee will be looking at sustainability of resources this year.

The challenges were reported as follows:

- ➢ When the TLS and Wallace Library merged it created innovation and drove efficiencies yet there are still **multiple priorities and finite resources.**
- ➢ Sustainability of Library Resources
- ➢ Evolving Digital Environment: This is related to sustainability.
  Outdated Facility: The library has not been renovated for over 20 years and does not presently serve the students or faculty well.
- ➢ Wallace Center versus Wallace Library: The merger happened two years ago. Benchmark research reveals that this effort puts RIT in the forefront of where libraries and learning centers are headed.

Discussion and Q&A ensued.

- ❖ Q: How has the merger affected your budget?
  A: L. Wild said their budget has been relatively flat. We have been able to realize efficiencies as a result of the merger by eliminating some functions and redundancies and making the most of the monies given. Four open FTE's are currently unfunded because we do not have salary dollars to fill them.
- ❖ Comment: M. Laver said in his Discovery Class students have said they cannot find the 4th floor of the library and it is spooky up there.
  Response: S. Bower said it has been built as a traditional library yet now it is not meeting the needs of the students and this is not the kind of environment students want. L. Wild said the library is the heart and nexus of the institute. The building is heavily utilized – more than 3,000 students use the library daily.
- ❖ Q: O. Palacio asked how integrated is the library to the actual programs on campus and can the needs of the program be integrated?
  A: S. Bower said that each college has a college liaison in the library that works with the college and she is doing all that she can to determine what the faculty needs are.
- ❖ Comment: The budget approach is coming from the library instead of having a larger conversation.
  Response: S. Bower said she would like to have those conversations to see if there is a disconnect. She is willing to meet with any faculty member or come to departmental or college meetings. Some of this is the result of what has happened in the digital environment, which is now a package environment and has cost savings and provides increased access but it takes some of the control from the libraries. L. Wild added that they meet with the deans periodically.
- ❖ Q: B. Barbato asked how large the library budget is.
  A: S. Bower said there are approximately 500,000 volumes and the budget is approximately 2 ¼ M for library materials. We spend approximately $168/student FTE, which is the low end when compared to peer universities. We do have the same budget as RPI yet they spend double per FTE as they are a smaller college. Most costs are connected to the electronic resources which are priced by FTE. L. Wild noted that the entire Wallace Center has 91 employees and the total budget is approximately $11.5M.
- ❖ Q: Ram asked about online learning.
  A: L. Wild said online learning is alive and well. We are in the process of gathering data to refine our online strategy including benchmark research, various forums and focus groups. ITS and TWC will work together on an assessment of a current and future learning management system.
- ❖ Q: What is it meant by Wallace Center versus Wallace Library?
  A: L. Wild said the library will never go away yet now it is so much more than that. Focusing on Wallace Library alone leaves out 50% of staff and functions.
- ❖ Q: T. Engström said: You've already gone a long way toward successfully re-conceptualizing what a library and resource center is, and reached the limits of what your present space can accommodate. Given the centrality of the Wallace Center to our academic mission (and that it can't double as a hockey arena for raising funds), what is our strategic plan for taking the next step in transforming the Wallace Center and establishing it as an institute priority, such that it can continue to serve our needs?
  A: L. Wild said Wallace Center was the highest priority in the Vision 2025 development exercise but other priorities have moved to the forefront. The Provost is now working with us on the focus and the form follows the function. In the Wallace Center and Wallace Library we know what we want and now it is a matter of senior leadership to proceed with this. S. Bower said our facility is a big challenge and the question lies in that how do we continue to

serve our students where we are today. We are meeting with Development to identify both long term renovation needs and smaller needs such as laptops and furniture.

The Provost said they have been in conversation and gave three tenets of these objectives:
1) Future of the library and its role in providing verifiable information in helping student and faculty to use this in their research and learning
2) Provide superior services and support. We want this library of the future to exemplify this.
3) Unique assets and collections (i..e. Carey being one example) and these are important for our future.

The Provost continued to say that now a case statement can be made as to what are some of the priorities of the campus and he was encouraged at how high that priority came.

GeneSIS UPDATE: Link to SIS Update on AS DML site – http://hdl.handle.net/1850/14192

Joe Loffredo, Assistant VP and Registrar presented the update on SIS and semester conversion. He was excited to announce that the first Go-Live which includes the academic structure, student records (catalog/schedule) will occur seven days from today.   Go-Live #2 (AD/CRM Recruit, Campus Community, Financial Aid, Enterprise Portal) will go live by December 2011. Go-Live #3 (Student Records, Student Financials – Fall Registrations, transcripts etc.) will go live March 2012. Go-Live #4 (CS/CRM, Retention) will go live by June 2012. Go-Live #5 (Degree Audit for semester requirements) will go live by September 2012. All is being covered, both quarter and semester courses in this system.

The SIS College Communications was presented as follows:
1. August 25 – CCPC (Associate Deans)
2. October 2-14 – College Meetings [Associate Deans are to facilitate a college meeting with Chairs, Advisors, Scheduling Officers & Instructors]
3. Campus: Two Open Campus information sessions on 9/27 and 10/4.
4. Academic Senate
5. Change Agents Network

J. Loffredo in the Ppt. presentation reviewed SIS Go Live 1 and its schedule. Mock runs have been done to test this site. The scheduling officers have been through 50 hours of training thus far and over 20 hours of testing. By mid-October 2011 the staff will begin building the fall 2012 class schedule in the new system. Scheduling officers have requested a fall 2012 draft schedule. At this time the Degree Audit for Semester Requirements will begin to be built. By mid-December 2012 the fall 2012 class schedule will be made public. Many new features and functionality will be explored by the scheduling officers and academic departments. There will be an auto enroll where students can pick a lab and be automatically into a lecture of lab. A search can be done on Gen Ed courses. There is an enhanced schedule search in the Core System and 4 to 5 ways to navigate classes all in one place. Additionally, there is integrated room scheduling – no dual entry. The requisite checking is for the future and this process will be worked on slowly.

The NYSED/SemCon Validation Project was reviewed. Tina Sturgis has a process that is being used per this project and changes/updates can be made.

On October 14 the following will occur:

➢ Quarter Courses will be merged with Semester Courses and Gen Ed approvals and imported to new SIS.
➢ It is very important to have accurate set of courses and requirements

To view the SemCon Demo go to this link (main page) and click on SemCon: http://www.rit.edu/conversion/facstaff_scc.php

The Campus Solutions Demo (training video) can be viewed at: https://connect.rit.edu/introductiontopeoplesoft

Discussion and Q&A ensued.

- ❖ Q: T. Engström commented on the tremendous work that has been done with SIS and asked about the integrated classroom scheduling.
  A: J. Loffredo said that in our current records system there was no real time room conflict checking, but in the new system there will be.
- ❖ There was a comment that the academic term numbers on the SIS can be confusing and appear to be bizarre and shouldn't this be changed to make things more clear?
  A: J. Loffredo said the field for the Academic term is four digits and currently we use five digits. To now customize this would cost a significant amount. President Destler said as long as the descriptor is there this will be fine and everyone will just have to learn a new system.

The Provost commented on the tremendous work Joe Loffredo and the entire staff has been doing, including all the work all staff in other colleges are doing. He said he has received comments of the tremendous leadership that has been displayed and thanked Joe Loffredo and others for all their hard work. J. Loffredo said there are 60 people who have been working on this project. This includes key contributions from ITS technical and project staff, Oracle consultants and technical staff, and Registrar's Office staff.

ACADEMIC BLUEPRINT TASKFORCE AND CHARGE: Link to document on AS DML site –
http://hdl.handle.net/1850/14193

The Academic Blueprint Taskforce and Charge was distributed to senators prior to today's meeting for review and action today. The taskforce will try to build a connection between portfolios and mission statements. When the moratorium on new program development is lifted by 2013-2014, it is critical that the RIT community have a have a clear understanding of the expectations for the type of programs that can and should be added to the portfolio. The purpose of the Academic Portfolio Blueprint Taskforce is to make recommendations that will define these understandings and expectations. This blueprint is for guidance and is not intended to be prescriptive in terms of what programs will be added, as that would be too confining.

The Provost said the collection of degrees is the crown jewel of RIT. Without the Academic Portfolio RIT would not have our students, nor would we be able to have the research or any of our global aspirations. We need to connect the Academic Portfolio with the Institution and provide clarity through the guidelines given. This is not about deciding which programs to bring in but to have parameters and boundary conditions. Between 2003 and 2011 we added 81 programs to our portfolio. In 2006 we added 23, leading the country in this and our enrollment took a sizable leap. How fast do we want the programs to be added? This will be a joint project between the Provost's Office and the Academic Senate and will go to the President for approval. There are presently 180 programs in our portfolio, not counting certificates and BS/MS degrees. The Provost said next week he is putting together a presentation on this for the President's Roundtable.

The following friendly amendments were made to the document being voted on today (pages 1 and 2 only):

- ➢ On page 1, add two more bullets that state *Quality* and *Public Service*
- ➢ On page 2, under the Charge, add to the 2nd sentence "*the RIT President*", so the sentence now reads:
  "**The final APB will be approved by the Academic Senate,** *the RIT President,* **and by the executive committee of the Board of Trustees.**"

Motion on the floor: Academic Senate endorses the creation of the taskforce and the charge as amended.

Motion carried with 28 in favor and 2 abstentions.

PROPOSED 2013/2014 ACADEMIC CALENDAR: Link posted on the Working Papers AS DML site -
http://hdl.handle.net/1850/14191

The proposed 2013/2014 Academic Calendar was distributed to senators prior to today's meeting. Sue Provenzano, VP for Operations was there for any questions pertaining to the calendar.

Discussion and Q&A ensued.

- ❖ Q: M. Ruhling asked about the summer session and would there be longer class periods in the summer due to the shorter semester (10 weeks).
  A: F. Naveda said class periods would be longer in the summer and there would be more per week.
- ❖ Comment: The fall semester in this 2012-2013 proposal is 15 ½ weeks long.
  Response: S. Provenzano said here is a 3-day break at Thanksgiving and a 2-day break at Labor day.
- ❖ An error was noted that there are only 30 days in November and the documents reads November 31, so this will be corrected.
- ❖ S. Boedo commented that the decision to go to semesters was driven by inflexibilities in our current quarter system, and that the proposed calendar offers little improvement for the following reasons:

  1) We have an exam week that concludes on the 23rd of May which is the same day as Convocation. This is simply unacceptable. What message does this send to students and their families?
  2) In the fall semester, we will teach 12 weeks without a break; could we replace Labor Day with a fall break later in the semester?
  3) The proposed drop period is only 7 days; could this be extended?

- ❖ S. Boedo said that the KGCOE Dean's office looked at other schools, and the number of instruction days in the proposed RIT semester calendar are more than at cohort schools (75 RIT instruction days for example in the fall compared with approximately 70 days elsewhere) and there are no reading days. Many schools offer 1-2 reading days.
  Q: Did you compare this proposed calendar with other schools?
  A: The Provost said an analysis was done among other schools and they received a mixed bag of data.

L. Lawley moved to table the calendar and when it returns to senate to invite someone who can answer any questions more thoroughly.

Motion to table carried with 27 in favor, 2 opposed votes and 1 abstention.

P. Tymann said this will return to senate and Joe Loffredo will be invited to senate per the calendar proposal. He asked senators to email him any specific questions which anyone may have regarding this proposed calendar.

OTHER BUSINESS
No other business came to the floor so the AS meeting was adjourned.

ADJOURNMENT: 1:21 p.m.