

ROCHESTER INSTITUTE OF TECHNOLOGY
INSTITUTE COUNCIL MINUTES: Wednesday, September 14, 2011
APPROVED OCTOBER 12, 2011

MEMBERS PRESENT:

P. Amsler, R. Bhalla, G. Buckley, L. Cauda, B. Choate, M-B Cooper, K. DeLorme, W. Destler, R. Finnerty, H. Flores, M. Fragale, J. Haefner, I. Hawrychuk (for Loffredo), M. Johnson, J. Johnston, M. Laver, C. Lundgren, S. Maggelakis, K. Mayberry, K. McDonald, C. McKenzie, H. Miller, H. Palmer, A. . Phelps, G. Pollock, R. Raffaele, A. Rao, B. Saxe, A. Sears, H. Shahmohamad, W. St. Jean, J. Tydings, P. Tymann, F. Walker.

MEMBERS ABSENT:

S. Bayerl, J. Beck, M. Carroll, R. Doolittle, T. Engstrom, R. Goldberg, L. Justice, J. Loffredo, D. McKeown, J. Miller, O. Palacio, M. Piccoli, E. Saber, D. Stendardi, C. Thoms, J. Watters, J. Winebrake, D. Woodhams, A. Zachmeyer.

NON-MEMBERS ATTENDING:

R. DeMartino, M. Hinz, B. Keily, K. Martin, F. Naveda, S. Provenzano, J. Zink. Interpreters: C. Lomeo, G. Macias.

The meeting was called to order at 3:04 p.m.

MINUTES

The minutes from the May, 2011, meeting were unanimously approved.

PRESIDENT'S REPORT

- Move in day
 - 2770 students – the largest freshman class ever
 - Incoming freshmen are the most diverse and talented class to date
 - Staff volunteers continue to make this a smooth process
- State of the University
 - We are in good financial shape
 - We boast an outstanding faculty, relevant new programs
 - Start up for our 9th college
 - Fundraising has greatly improved over the last year
 - New construction includes GIS which will be a national showpiece for sustainability and Rosica Hall at NTID.

RATIFICATION OF 2011-12 PLAN OF WORK

- The plan of work for the upcoming year was prepared by the Executive Committee and presented for review. It was unanimously approved as written.

POLICY E36.0 UPDATE *(Kathleen Martin)*

- Dr. Destler provided background information for new I/C members regarding the policy on staff members who volunteer at special events.
- The policy is not relevant and the issue is to endorse rescinding the policy. Volunteerism is encouraged and covered through HR administrative policy.
 - Carl Lundgren noted that we should keep on record that we want this to remain available for review. Although we may rescind the policy, our intent is to honor it.
- After discussion, a vote was taken and all agreed to endorse that the policy be rescinded.

ONGOING POLICY REVISIONS (*Kathleen Martin and Sue Provenzano*)

- 29 of 101 policies need to be reviewed for changes made necessary by calendar conversion and the addition of the ninth college.
- Some changes will be simple and happen quickly.
- Dr. Destler cautioned that this is not an opportunity to revise policy.
- Kathleen/Sue will assist responsible offices and governance groups with policy development, review and approval processes.

POLICY ON POLICIES (Kathleen Martin)

- Research shows that other universities have a policy on policies. In the past, RIT has based too much on oral tradition.
- Goal is to establish POP at RIT.
- POP Task Force was charged to develop a draft for review and approval by Institute Council. Explain how policies are created, revised and moved through the governance process.
- Brief discussion followed. Martin/Provenzano will develop draft based on feedback.

ENTREPRENEURS DAY (Richard DeMartino)

- This event has been normally aligned with Brick City.
- This year, the conference will be held on Friday, October 21 (8 – 3:30 pm) in GCCIS.
- There will be ten sessions; approximately 500-600 people attend.
- Alumnus, David Kidder (Co-founder and CEO of Clickable, Inc.) is keynote speaker.

2013-2014 ACADEMIC CALENDAR (Sue Provenzano)

- Approval for this calendar normally happens later. Working earlier on the calendar because of calendar conversion/ Project GeneSIS.
- Discussion topics and questions for clarification on intersession, academic action, certification , withdrawal dates.
- Will go back through governance process.

CALENDAR CONVERSION UPDATE (Fernando Naveda)

- Status of calendar conversion effort
 - 173 programs approved by the Senate (42 BS/MS programs still in the pipeline)
 - 134 programs sent out to NYSED
 - 55 back from NYSED
- This year's focus will be
 - 2013 – 2014 schedule of courses
 - Advising
 - Advisement of non-transition students, including those who may be at-risk
 - Development of advisors toolkit
 - Development of IAP template and administration process
 - Development of student conversion handbook
 - Implementation of semester courses
 - Conversion of web pages
 - Cross-divisional logistics and operations committee

NEW BUSINESS/DISCUSSION

No New Business

The meeting adjourned at 4:01 p.m.

IC Minutes 9/14/11

