

TO BE APPROVED 5/24/2007

**ROCHESTER INSTITUTE OF TECHNOLOGY  
ACADEMIC SENATE  
MAY 10, 2007: 12:00 P.M. - 1:50 P.M.  
1829 ROOM of the SAU**

Absent: E. Boyd, J. Diaz-Herrera, I. Evans, C. Jackson, V. Perotti, L. Reznik, W. Robison, A. VanGinkel, C. Whitlock, L. Wild

1. CALL TO ORDER (12:05p.m.)
2. MINUTES of MAY 3, 2007 as revised were approved unanimously.
3. CHAIR'S REPORT

Due to a full agenda the Chair's report was sent electronically to Senators and is on the DML senate site. The Chair briefly commented that the executive committee is still receiving nominees for the Provost Search Committee and four names will be forwarded in the near future.

**4. REPORTS:**  
**LONG RANGE PLANNING COMMITTEE**  
[A full report is available on the DML web site.]

Belinda Bryce and Sean Rommel, co-chairs of the LRPC presented a ppt presentation of their committee's work for the year, covering charges 2, 4 and 5.

Charge #2 was to explore and report on ways in which faculty can be involved in the student recruitment process both off campus and on campus. The committee met with Dan Shelley, Jim Miller, Diana Ellison and Bob Finnerty. It was discussed that off-campus recruitment efforts need to be coordinated with admissions because some high schools allow only one recruitment visit per college/university per year. It should be a collaborative effort as faculty are best qualified to talk about their dept/college and admissions is best qualified to talk about global university issues such as financial aid, campus living etc. On-campus recruiting activities should continue in Open Houses, Campus visits and Colleges and Careers day. The committee said that the relationship between faculty and University News should be strengthened and recommended inviting Bob Finnerty, Director of University News Services to Academic Senate.

Additional recommendations from the committee on recruitment included:

- Improve availability of faculty/staff contact information outside of RIT (in many cases this is accessible only via the DCE login) to break down barriers for perspective students (example was given by S. Rommel of what they use in Ohio State University)
- Standardize a brief biography/contact information page for all faculty/staff
- Provide searchable faculty database on line

Charge #4 was to develop and recommend the faculty component of a campus-wide internal climate study. President Simone had charged Joe Voelkel and Alfreda Brown to do a climate study in 2005-06 and the LRPC was in complete agreement of this study that came out in spring 2006. There will be another climate study done in 2007-08 which is being chaired by Peter Hauser and Alfreda Brown. The committee has met with Peter Hauser and Alfreda Brown to discuss the climate study.

The LRPC recommendations for charge #4 were as follows:

- Determine timeline if measuring change in perceptions over time
- State the purpose & identify clear goals
- Identify population to sample (students, faculty, staff, admin.)
- Design appropriate (and multiple) mechanisms (electronic format vs. paper vs. focus groups)
- Invite Joe Voelkel and Alfreda Brown to Academic Senate
- Provide faculty representation on the 2007 climate study committee
- Charge 2007/08 standing committee to design a process to determine faculty concerns and priorities, e.g. secret ballot approach

Kit Mayberry said the committee working on the 2007-08 Climate Study is composed of individuals who were on Alfreda's advisory committee. She said as we move forward we could request that Alfreda include individuals outside her advisory committee to work on the climate study. It was noted that Alfreda will be presenting at the next Senate meeting.

Charge #5 was to develop a strategic plan with the Offices of Alumni Relations (AR) and Development to increase alumni development and involvement. The Alumni Relations Strategic Plan already exists ("Continuing the Momentum: Development & Alumni Relations Strategic Plan for 2006-2009"). The current plan has many objectives and action items, but few are assigned to faculty. The committee recommended the Senate to invite Lisa Cauda and Kelly Redder to return to Senate and provide an update on their strategic plan. Suggestions for ways faculty can support the RIT AR initiative include:

- Involve AR Officer in departmental strategic planning
- Participate in CPD workshops for Alumni Relations & Development (in development)
- Strengthen communication between the college and AR
- Support branding (wear orange and brown on Fridays, attend events, use RIT logo in presentations)
- Encourage faculty giving (any amount)

A chart of the College Alumni Relations Officers was shown as part of the ppt presentation.

Dr. Simone commented that we should all continue to work on achieving student success and satisfaction. When the students become alumni, they can help support and donate to RIT to continue this work for the students that follow them. We also need to develop better relationships with the approximately 100,000 existing alumni. He discussed the limits of increasing tuition to cover the expenses of the university, and the need to obtain funds from outside RIT and beyond Rochester.

#### **ACADEMIC AFFAIRS COMMITTEE UPDATE AND PROPOSED WITHDRAWAL REVISION OF THE GRADES POLICY (D5.B)** [Copy of the report and the proposal are on the DML web site.]

Mark Price, chair of the Academic Affairs Committee reported that at the start of the year the committee prioritized the charges, working first on charge #4 "Review current deadline and timing of Early Alerts and Course Withdrawals." Early Alert was first considered and the committee proposed a new instrument which was passed in Senate and will be in operation soon. The amended revision of the Course Withdrawal Policy proposed by the committee is on the Senate agenda. While working on the Course Withdrawal Policy, the committee added a charge to review the Add/Drop policy and offer revisions well. M. Price met with Student government to obtain feedback on this policy and then reported back to the committee. The student responses to this policy were so different than the faculty's that the committee was unable to reach a

consensus. M. Price said he does have all the Student Government responses and recommended that this be revisited in the fall by the Senate.

M. Price said the committee then worked on Charge #5: "Review academic work load and suggest strategies for resolution of any issues that are uncovered." The committee was further asked to review the PBS documentary, "Declining Degree: Higher Education at Risk." He said the documentary reviewed a host of problems, mostly at public universities: large classes, low salaries, lack of academic vigor, negative attitudes, etc. The committee felt that many of the issues highlighted in this documentary were not germane to RIT and that as a documentary, all the edited units were negatively arranged to deliver a very biased message. T. Policano responded that this had been suggested as an idea source.

The committee did not see the efficacy in working on any other charges for this year, due to the very heavy spring schedule.

#### **REVISION OF POLICY D5.B:**

The committee requested that the Withdrawal Policy reflect 8 weeks, and not 6 weeks, to act in the best interest of the students. Copies of this proposal were at each seat and were sent electronically prior to the meeting.

Discussion ensued.

It was stated that in terms of notification the professor is notified by email that the student has withdrawn.

A friendly amendment was accepted to remove in part of the first sentence, so the first sentence now reads: **Prior to the end of the eighth week of the quarter, a W will be assigned upon the student's online request** (~~deleted: verified by the student, the student's instructor, and approved online by the student's instructor home program or department head.~~) **In processing the request, the student, the student's instructor, the student's advisor and the student's home program or department head will be notified.**

It was queried what would be considered an unusual circumstance for withdrawal after the 10<sup>th</sup> week and what would happen. S. McKenzie said the circumstances would be reviewed and Provost's judgment would prevail. The example of an unusual circumstance that was given was: if the student were in a car accident and had no way of notifying everyone of this, and as a result received an F for one or more courses, then the Provost could assign a W for the student.

Kit Mayberry asked about the word "grade" and said that had been changed to the word "notation." M. Price was it is still called a grade, the change was never made.

The question was called and the motion to approve the proposed revision of Policy D5.B, as amended passed with one abstention, one disapproval.

Policy D5.B as amended:

**W--Withdrawn--a grade that indicates official course withdrawal. Students are strongly advised to consult with their course advisor and instructor before they withdraw from a course.**

**Prior to the end of the eighth week of the quarter, a W will be assigned upon the student's online request. In processing the request, the student, the student's instructor, the student's advisor and the student's home program or department head will be notified.**

**After the eighth week and up to the end of the tenth week of the quarter, a W will be assigned only with the written signatures of the student, the student's instructor, the student's home program or department head, and the Dean from the student's home college. A student may not withdraw from a course either to avoid charges of academic dishonesty, or after the instructor has posted the final grade.**

**In unusual situations, a W may be granted after the end of the tenth week. Such an extraordinary request is administered through the Provost's office, in consultation with (if possible) the student, the student's instructor, the student's home program or department head, and the Dean from the student's home college.**

**While a W will appear on the student's transcript, it carries no credit and does not affect GPA calculations.**

### **PROPOSED BACHELOR OF SCIENCE IN CULTURAL RESOURCE STUDIES**

Charles Border, chair of ICC recommended to the Senate the approval of this program. It has a strong math and science component. The ICC requested to the proposal initiators that the minimum SAT score would be raised from 1060 to 1100. The program proposes two tracks, Cultural Resource & Information Studies (CRIS) and Art Conservation (AC), that share a common foundation, then diverge into a museum studies/business/information track (CRIS) and an art conservation track. Students could minor in Management Information studies. C. Border said this program has wonderful opportunities for scholarship and community opportunities as well.

Tina Lent, Chair of the Fine Arts Department presented the executive summary that had been sent electronically to senators prior to the meeting. The program proposes two tracks, as mentioned earlier by Charles Border, and the core courses for both tracks have been traditionally considered graduate-level, professional/vocational programs, hence absent from most liberal arts universities' undergraduate portfolios. This proposed program would redress that lack. The CRIS track combines elements of traditional museum study in art history (or other relevant discipline), business, and management information systems. The Art Conservation track also combines the traditional criteria for entry into the field with stringent chemistry and studio arts requirements, reflecting recognized deficiencies in current undergraduate education. Both tracks require a summer internship. Graduates of this program will be prepared to assume entry level positions in a broad range of cultural institutions including museums, libraries, archives, corporations, and other public/private institutions with collections. Also, education can be continued in a variety of graduate programs, including an MA in Museum Studies, Art History, Informatics, or Arts Management; an MS in Art Conservation or Information Science or an MLS in Library and Information Studies. Tina Lent reported that the Bureau of Labor Statistics reports that there were approximately 27,000 archivists, curators and museum technicians in the U.S. in 2004, and about 159,000 librarians. They expect both areas will continue to grow as people retire, and new replacements will be needed.

Professor Lent said that this program is a perfect fit for the RIT program portfolio and RIT's reputation for innovative programs combining art and technology will enhance and be enhanced by this program. This program's combination of a solid general education component with a strong technical/professional component meets the RIT goals of a high-quality, up-to-date career education featuring experiential and academic learning found on a strong liberal arts base.

Professor Lent presented the various correspondence from local museum directors in support of this program, as well mentioning some of the outside of Rochester external letters of support that she received.

The question was asked why this is a Bachelor of Science degree and not a Bachelor of Arts degree. T. Lent responded that RIT does not award a Bachelor of Art degree and this degree fulfills the Bachelor of Science requirements. It is a solid, multi-faceted program.

The question was called on the motion.

**MOTION: The Academic Senate approves the proposed Bachelor of Science degree in Cultural Resource Studies from the College of Liberal Arts.**

The motion passed with 2 abstentions.

### **GRADUATE COUNCIL FINAL REPORT**

Andrew Moore, Chair of Graduate Council and Dean of Graduate Studies distributed his report which can be found on the DML Senate site. Dr. Moore reviewed Graduate Council's activities for the year, including approval of the seven-year extensions. He explained that graduate students complete their studies in two to three years but can be granted up to seven years if approved. A dispensation is available if the student asks for more time. Students should apply for this before the deadline of seven years.

Dr. Moore noted that Graduate Council has been a reactive body – very dedicated people – and now as Dean of Graduate Studies he has asked the committee to become pro-active, not reactive, and to assume a more active role.

### **TRIBUTE FOR PRESIDENT SIMONE**

Kristen Waterstram-Rich warmly thanked Dr. Simone for his commitment to shared governance. She spoke of the increase in community and spirit among the faculty and RIT as a whole and thanked Dr. Simone for his many efforts in this area and commented that he will be greatly missed here at RIT. A "Memory Book" (sentiments and memoirs from each Senator) was given to Dr. Simone as a token of appreciation by the Senate. The book will be completed before the end of the year once all the pages by senators are received to be placed in the book.

Ed Schell, RIT Music Program Director was introduced along with Warren Koontz (Operations Officer of the Academic Senate) and six students (members of several musical groups) who performed a musical composition for the president in his honor. The song they sang was written by Professor Koontz.

President Simone thanked everyone for the sentiments that they had shared. He commented that he feels that RIT is "family" and has a very warm feeling for faculty at RIT. He commented that he feels comfortable with faculty as he is faculty himself. He said he tried to express his thoughts in the "Reflections" piece that he had written. He said that the faculty are the role models for the students and the university is for the students, by the faculty, with the support of the staff.

The Senate adjourned for a reception with Dr. Simone to bid him farewell as this was his last Senate meeting of the year. Photos were taken by Susan Tontarski from the College of Science and will be placed in the "Memory Book."

5. ADJOURNMENT: 1:30 p.m.

Respectfully submitted,

Vivian Gifford

5/04/2007