

Administrative Review Committee (ARC)

Members:

Mark Aronoff

Dominique Barone

Vitaly Citovsky

Eric Haralson

Tracey Iorio

Martin Kaczocha

Robert Kelly

Pei Fen Kuan

Alan Tucker

Madeline Turan, Co-Chair

Stephen Walker, Co-Chair

Stanislaus Wong

Summary Document for ARC committee meetings – Spring 2020

Due to the sensitive nature of our deliberations, ARC does not keep minutes of the meetings. The Committee has been threatened with lawsuits 3 times in the past 15 years so it has been accepted practice that only the agenda for the final meeting would be submitted.

In accordance with the above:

Since it was the semester for the mini-survey, the meetings from Fall 2019 (9/18,10/16,10/30,11/13,11/20,12/14) were dedicated to preparation of our first mini-survey on infrastructure. This topic was chosen based upon the results of the previous larger Senate survey. Our first meeting of the Spring 2020 semester (2/10/2020) was one in which the mini-survey was analyzed and fine-tuned. An extensive online discussion of matters of format and form was held from 2/26-2/28 and we planned to do a final review at our planned meeting in March. Due to the pandemic, everything was put on hold until we return in the Fall.

Respectfully submitted,
Madeline Turan, Co-Chair

Annual CAPRA Report to the University Senate 2019-2020

Committee charge

The Committee shall review budgetary procedures and priorities for planning and resource allocation in the Presidential and Vice-Presidential areas. It shall be consulted by the University Administration on these matters and on proposals for new colleges, schools, and inter-collegiate programs, or the elimination, diminution, or combination of colleges, schools, or other academic units, and shall seek advice from other University Senate committees whenever appropriate.

Introduction

In 2019-20 CAPRA reorganized its subcommittees and reduced the number from five to three. The previous subcommittees ((i) Enrollment Planning and Retention, (ii) Off Campus Sites, (iii) West Campus Strategic Plan and Supporting Budget, (iv) East Campus Strategic Plan and Supporting Budget, and (v) Overall Campus Strategic Plan and Supporting Budget) were replaced by one committee each for west and east campus, and a new committee for facilities. Charge and goals for these sub committees are discussed below. All other business was discussed by CAPRA as a whole.

CAPRA met 5 times in the Fall and twice in the Spring. Throughout Fall we made good progress towards the goals it had set for the year. However, in the spring business was largely curtailed because of the COVID-19 pandemic. In particular, as the financial situation of the university became unpredictable CAPRA tabled the effort to assess the budgeting process in the colleges and schools.

In addition, the CAPRA chair and the subcommittee chairs continued monthly meetings with the Senior Vice President for Administration and her team. These meetings of the so called Campus Budget Group, serve as an important channel of communication between the senate and the administration. Meetings of this group continue through the summer.

Subcommittee reports

West Campus: vision, priorities and supporting budgets: Andreas Koenig (chair), Darlene Prowse, Robert Kelly, Jin Guo

This subcommittee will review the multi-year strategic plan for the provostial area and each of the various schools and colleges on the West Campus, the budget to support these plans, the process by which these have been developed, the relevant goals for the current year and the proposed budget to carry out these strategic plans, the impact of the proposed budget on faculty resources and the necessary academic programs of these schools and colleges. It will also

review the degree to which the various institutes and centers are accomplishing their stated mission, their financial sustainability, and their effect on the overall campus budget.

Specific goals for 2019-20

Budget constrains at college/school level, budgeting process in individual colleges, in particular involvement of departments in setting priorities and resource allocation, balance between core mission and new initiatives.

Report

West Campus Multi-Year Strategic Plans, Budgetary Constraints and Budgetary Process

Budgetary Constraints and Budgetary Process

Discussions with West Campus Schools and Colleges were prepared and planned for Spring 2020. This included questions on the multi-year strategic plan and the supporting budget as well as the budget process to support those plans. Specifically, the subcommittee is interested to understand how priorities are set to fund the core mission and new initiatives while maintaining a balanced budget and how departments are involved in the decision-making and the budget process.

Because of the pandemic meetings did not take place.

West Campus Institutes and Centers

Review of Centers and Institutes

A number of centers and institutes are supported by various means throughout the provostial area. At present the number, different types, their missions, and the extent of the support are unknown. Several offices on campus provide listings on their web pages, but often the links are outdated and information about support is generally unavailable. There seems to be no central repository which combines all the necessary information, which would permit an understanding of how campus resources are used.

To this end the subcommittee has begun establishing a listing of university funded centers and institutes along with their mission (as far as can be deduced from public sources). Once established fully, the subcommittee plans to gather further information about university support. Ultimately, we hope to establish a process, by which the centers and institutes can be reviewed regularly regarding mission, university support, and type. This process of information gathering and review will likely take place in collaboration with the Senate Research Committee.

Institute of Global Studies / Institute of Globalization Studies

In 2019 the Institute of Global Studies was moved from the Office of Global Affairs to the College of Arts and Sciences and renamed as Institute of Globalization Studies including a change in leadership and mission. The latter includes the housing of the new Major in Globalization Studies in the institute. This change was discussed with the concerned college and provostial leaders and the A&S Senate was informed, but consultation with the senate and

particularly CAPRA did not take place. The lack of consultation turned out to be based on different viewpoints on the definition of types of institutes/ centers, specifically, if the concerned institute(s) were type 1 or type 2. The latter would require involvement of the senate. This issue remained unresolved, because information about the exact support or a potential MOU for the institute could not be obtained.

The subcommittee recommended that the senate guidelines should be revised to better capture the conditions when the senate needs to be involved. It is further recommended that written records about mission, funding structure, and sunset conditions should be available for each institute / center perhaps in a general repository, which could also capture all changes. Lastly, it would be helpful if a committee / subcommittee would be available for contact by administrative offices to provide a quick response to expected changes.

Closing and Creation of Centers and Institutes

In 2019/20 the Center for the Study of Inequality, Social Justice, and Policy (CSISJP) and the Center for the Study of Men and Masculinities (CSMM) were closed and their activities transferred to the Center for Changing Systems of Power (CCSP) including new leadership. Discussion of the way in which these changes happened in the College of Arts and Sciences was taken up by the senate EC.

Overall, these changes are part of a broader strategy by Dean Nicole Sampson to combine different centers and institutes under an umbrella or “hub” providing a central administration which can share administrative support. Such a plan has obvious financial benefits because fewer administrative staff need to be deployed. However, while the plan of such a hub was briefly touched upon in a meeting with Dean Nicole Sampson on the IGS, the overall plan and the consequences for individual centers and institutes have not yet been discussed with CAPRA. Because many centers and institutes include administrative or faculty support (are type 2 or 3) the subcommittee will follow up the anticipated creation of a hub.

East Campus: vision, priorities and supporting budgets: Gene Katz (chair), Margaret McNurlan, Chuankai Chen

This subcommittee will review the multi-year strategic plan for the provostial area and each of the various schools and colleges on the West Campus, the budget to support these plans, the process by which these have been developed, the relevant goals for the current year and the proposed budget to carry out these strategic plans, the impact of the proposed budget on faculty resources and the necessary academic programs of these schools and colleges. It will also review the degree to which the various institutes and centers are accomplishing their stated mission, their financial sustainability, and their effect on the overall campus budget.

Report

The East Campus subcommittee had intended to meet with all five east campus deans, but the closing of the campus this spring limited us to two meetings, with Dean Mondros of Social Welfare and Dean Gropack of Health Technology & Management.

Social Welfare is doing quite well, and is now operating in the black. Despite the hiring freeze, they have been granted exceptions, and have hired an Assistant Dean for Student Services, and a Director of Online Instruction. The latter hire seems particularly prescient given our current situation. The MSW is still the focus of the School. MSW students are required to do internships and about 75% of the students are hired by their internship supervisors.

The School is exploring the development of an undergraduate program, perhaps in partnership with other institutions, It also continues to investigate an expansion to a PhD program. A report from three consultants was expected later in the spring. Another consultant has been hired to help find alternative revenue streams that might include continuing education, distance learning and care-coordination.

The School still needs more research-intensive faculty so that it can increase its research funding.

Dean Gropack is quite new to her position, and the subcommittee found her to be quite impressive. She seems to be very much in command of the budgetary issues and problems in HT&M, and seems to have good plans to enable her school to operate in the black, while maintaining and even improving the quality of its offerings. They have recently hired four clinical faculty and are currently searching for an Associate Dean of Research.

A Speech Language Pathology Program is beginning at Southampton and the Occupational Therapy Program is moving from a Masters' level to a Doctoral level. A strategic plan for the school is being developed with input from faculty, staff, students and community partners. It is expected to be completed by the spring 2021.

Facilities: Planning, maintenance, and budget: Peter Tonge (chair), Alan Tucker, Peter Salins, Adrian Ortega, Ed Quinn, Gary Mar

This Subcommittee will review and give input to the plans for maintenance and renovation of buildings and facilities, and the budget to support these plans. The sub-committee will assess the ability of facilities to support the research and teaching mission and impact on student recruitment and retention, faculty recruitment and retention, the ability to attract extramural funding.

Specific goals for 2019-20

A specific goal for the coming year will be to understand the relationship between campus governance, Campus Planning, Design, and Construction (CPDC) and Campus Operations and Maintenance (COM) in maintaining facilities and grounds, planning renovations such as the chemistry building, Javits, and individual lab rehabs, and planning new construction. In turn, it will be important to establish the relationship between SBU and State Funding entities such as the SUNY Construction Fund and the Dormitory Authority (DASNY). Two key contacts for this

committee will be Dean Tufts the new VP for Facilities and Services, and Surita Bhatia, the vice-Provost for faculty Affairs. The committee will also interface with other relevant committees such as the Senate Environment Committee and Committee on Information Technology.

Some points the committee may consider are: (i) who is responsible for building maintenance (ii) an assessment of the necessary facilities for online teaching including examinations, (iii) consideration of dormitory capacity, occupancy and expansion, (iv) the scope and status of the proposed residential/commercial development corridor from the campus to the LIRR station, and (v) the attractiveness and maintenance of the campus grounds (especially beyond the well-manicured main quad).

Report

The subcommittee made several attempts to meet with the administration during the 1920 academic year. Initially we contacted Dean Tufts, the VP for Facilities and Services. He directed us to Kathy Byington, the SVP for Finance and Administration.

Kathy had been approached by other committees requesting meetings with her office to discuss similar issues to do with campus planning and maintenance: for example from the Senate Environment Committee. She quite reasonably wanted to understand the lines of communication between the administration and the faculty/senate so that the meetings could be consolidated in order to reduce unnecessary duplication of information transfer. She also wanted to understand the responsibility of her office to share information with (e.g.) CAPRA.

Recommendation

Our recommendation is that the Senate Executive committee and administration formalize the relationship between offices such as Kathy's and committees such as CAPRA. This should include (i) details of the reporting structure – e.g. should her office report to only one Senate Committee and (ii) the areas that should be covered and information that should be shared with the Senate.

Other Activities of the CAPRA

Campus Budget Group

Three years ago CAPRA negotiated with the administration to form the Campus Budget Group that meets monthly to discuss the ongoing process and state of the campus finances. The members of this group from the administration were: Kathy Byington (Vice President for Administration and Finance), Lyle Gomes (Associate Vice President for Finance), Eli Mondesir (Director of Budget and Analysis), John Riley (Vice President for the Health Sciences), and Heather Montague (Senior Assistant Provost for Finance, Budget, and Operations. For CAPRA, the members were the chairs Axel Drees and the chairs of the three relevant subcommittees: Andreas Koenig, Gene Katz, and Peter Tonge, plus Peter Salins.

These meetings often involved a lively and useful exchange of budgetary information and rationale that kept CAPRA continually involved in the budget process and served to facilitate shared governance consideration of budgetary matters.

One objective this year was to get CAPRA truly involved in the annual budget planning process, which should have looked somewhat like this:

- Schools and Colleges develop budget plans. These plans should be based on departmental plans, which currently does not seem to happen universally.
- VP areas prepare budget requests and present budget requests to BWG.
- Plans are shared with CAPRA, so that CAPRA can provide input prior to final decision.
- Senior management team makes final decisions and informs CAPRA.

The planning proceeded to first units presenting their request to the BWG. CAPRA was slated to receive the presentations. But then because of the Covid-19 pandemic and the resulting financial uncertainty the budgeting process was put on hold and CAPRA agreed to postpone further discussions of the budgeting process until there is more clarity about the financial impact.

Current discussions of the Campus Budget Group focus on assessment of financial impact of COVID-19. Current estimate is that with the support through the CARES act SBU will balance their 2019/20 budget. Details on how SBU deploys CARES act funds are not yet available. For 20/21 the financial analysis estimates a \$45M short fall in state funding, or somewhat more that 10 %. Senior leadership plans to distribute cuts to units and assumes that using savings through attrition, keeping currently vacant positions open, limits on OTPS, and relief from CSI will allow the university to manage the shortfall in 20/21. For 21/22 they plan to develop a more strategic approach, which will likely have significant impact on the institution. It will be critical for CAPRA and other senate committees to be involved. To that end President Elect McInnis has added senate representatives to all key planning taskforces developing the SBU response to the COVID-19 crisis. The Chair of CAPRA joined the Finance taskforce.

Stony Brook Institute at Anhui:

Stony Brook University is going forward with opening a Stony Brook Institute at Anhui University (SBIAU) . This plan has been developed by the Office of Global Affairs with support from the President's and Provost's office. The program is part of the administration's effort to expand, or now stabilize, the number of international UG students. The institute required approval of the Chinese Ministry Education (MOE), which happened in May 2020. First consultations with academic units happened in December 2019, very late in the process. The senate and CAPRA were involved shortly afterwards. The SBIAU was extensively discussed in CAPRA.

The SBIAU will have three BS programs – Physics, Applied Math and Information System Engineering (run by CS). The plan is to recruit a cohort of 200 students per degree program starting in the Fall. Students will do their first three years and Anhui, complete all SBC requirements and the requirements expected to be completed by an SBU junior in their major. Half of the cohort, i.e. 100 students each, would come to SBU for their senior year and if

successful finish with the dual BS one from SBU and one from Anhui university. The other group would finish with a BS from Anhui.

The first cohort would be recruited in the Fall 2020 and arrive at SBU in Fall 2023. While CAPRA is generally supportive of the SBIAU, it needs to be pointed out that 100 additional seniors will add significant teaching load to the individual programs. It is unclear if the university is willing to provide the necessary resources to teach these students. CAPRA recommends that The Office of Global Affairs and the Provost's office prepare a formal MOU with the corresponding departments and their colleges that codifies that sufficient financial support and shares of revenue will be provided to the involved departments.

Undergraduate Tuition Sharing

Another important topic investigated by CAPRA was the administration's plan to implement undergraduate tuition sharing. The topic was discussed during a meeting with Interim Provost Minghua Zhang. The tuition sharing plan is based on the assumption that tuition revenue can be grown, with the hope that some enrollment could be shifted from in to out of state. Key features of the plan are:

- Tuition sharing is only above a baseline, which is a 3 year average 2017/18, 2018/19, 2019/20.
- Tuition sharing would be at a fixed FY2019/20 tuition rate.
- Distributed to 50% instruction and 50% enrollment
- 40% to colleges/schools; 15% to Provost/Health Science

The plan has all trapping of the MA tuition sharing plan that ultimately had little buyin and was not successful in growing overall revenue. CAPRA estimated that with this plan an increase of the freshmen class by 300 students (10%) at the present in/out of state ratio would result in approximately \$0.5 to 1M tuition revenue shared with the colleges/schools which needs to be compared with \$4.5M of contractual salary increases.

Due to the COVID-19 pandemic and the uncertainties in future enrollments the plan was tabled shortly after it was announce. CAPRA recommends that the administration abandons this plan, permanently and rethinks budget allocations to academic units.

Meetings with Administrators

Interim Provost Minghua Zhang

CAPRA met with Interim Provost Zhang in October, main points of the conversation were financial constraints and undergraduate tuition sharing. Most of the discussion is superseded by new developments due to the COVID-19 pandemic.

Other Issues:

Throughout 2019-20 two positions on CAPRA, which were vacated due to resignations could not be filled, one for the Humanities and one for Health Sciences. By the end of the academic year two additional positions became vacant, one for the Library and for Health Sciences. There are an additional 4 terms that have ended with the end of the academic year. It will be of critical importance to fill these position as soon as possible.

Committee members, 2019-2020

Axel Drees, Physics and Astronomy (chair)

Andreas Koenig , Anthropology

Jin Guo, Library

Robert Kelly, Computer Science

Peter Tonge, Chemistry

Gary Mar, Philosophy

Margaret McNurlan, Surgery

Adrian Ortega, Undergraduate Student Government

Darlene Prowse, Asian and American Studies

Edward Quinn, Theatre Arts

Chuankai Chen, Graduate Student Organization

Peter Salins, Political Science

Alan Tucker, Applied Math and Statistics

Vacant member positions:

Humanities

Health Sciences

Consultant

Eugene Katz, Microbiology

Resource Specialists

Lyle Gomes, Vice-President for Finance

Eli Mondesir, Director of Budget and Analysis

Heather Montague, Senior Assistant Provost for Finance, Budget, and Operations

John H. Riley, Jr., Vice President for Health Sciences

Administrative Contact

Minghua Zhang, Interim Provost and Senior Academic Vice President

Kenneth Kaushansky, Senior Vice President for Health Sciences

Respectfully submitted,

Axel Drees

Chair Retreat Report (Academic Year 19/20)

Educational Services &
Information Technology
Senate Committees

Keri Hollander and John Shackelford Co-
Chairs

Overview

Senate Educational Services and Information Technology Committee-Academic Year 2019-2020

This year, as per direction from the Senate's President and Executive Committee (EC), the Senate Educational Services and Information Technology standing committees have run as a merged committee on a trial basis following a structure similar to that used by the CAPRA standing committee.

Committee Charge

This Committee will review and evaluate educational and research technology support services with the goal of enhancing the University's educational and research mission. The committee shall assume responsibility for informing the administration of educational and research priorities and needs related to technology systems and services and see that these are considered in all planning.

This committee shall also help to develop policies about projects and initiatives involving information technology that support education, research and administration in all non-clinical areas of the campus and HSC Schools.

This committee shall be consulted by the University Administration, and will serve as the primary faculty and professional employee advisory body for the Senior Vice President for Information Technology and Chief Information Officer, on matters related to educational and research technology support services.

As technology permeates every aspect of the University, this committee shall be formed of representatives from other Senate Standing Committees, as appropriate, as well as faculty, staff and students that are representative of the non-clinical areas of the University community.

Committee Co-Chairs

Keri Hollander, Director Academic Informatics & Information Technology, School of Nursing
John Shackelford, Lead Programmer/System Analyst, Student Health Services

Cognate Administrator(s)

Aug 2019-Oct 2019: Melissa Woo Senior Vice President for Information Technology and Chief Information Officer

Oct 2019-Dec 2019: Mathew Nappi, Interim Senior Vice President for Information Technology and Chief Information Officer

Dec 2019-Present: Charlie McMahon, Interim Senior Vice President and Enterprise CIO for Stony Brook University

Patricia Aceves, Assistant Vice President Center for Excellence in Learning and Teaching (CELT), Assistant Provost

Michael Ospitale, Asst. VP for Customer Engagement & Support

Executive Senate Committee Liaison

Kenneth MacDowell, Director Office of Student Services, School of Nursing

Committee Membership

* indicates vacating position

Name	Department/School	Location
Patricia Aceves	TL+T	W. Campus
Fumio Aoki	Ecol. & Evol.	W. Campus
Joseph Balsamo	Biomedical Informatics	HSC
Dolores Bilges	SON	HSC
Scott Campbell	Elect. Engr.	W. Campus
*Anastasia Chiu	Library	W. Campus
Cynthia Davidson	Writing & Rhetoric	W. Campus
Iris Fineberg	SSW	HSC
Keri Hollander	SON	HSC
Robert Kelly	Computer Science	W. Campus
Allan Kucine	SMD	S. Campus
Lenore Lamanna	SON	HSC
Michael Ospitale	DoIT	W. Campus
Richard Ricioppo	Journalism	W. Campus
Thomas Robertazzi	Elec. & Comp. Engr.	W. Campus
John Shackelford	Student Services	W. Campus
*Joanne Souza	Biology Online	W. Campus
Gregg Stevens	Library	HSC
*Robert Streb	SHTM	HSC
Linda Unger	TL+T	W. Campus
Thomas Wilson	Marine Sciences	S. Campus
Student Representation		
*Christopher Smith	Undergraduate Student Representative	
*Nayan Pasari	Graduate Student Representative	

Committee Activity

Meeting Dates

September 13, 2019

October 11, 2019

November 8, 2019

December 20, 2019

January – Winter Break

February 28, 2020

March – cancelled

April 24, 2020

May – cancelled

Agendas and Minutes submitted to senate secretary

Working as a combined standing committee

Norman Goodman met with co-chairs and Nancy Tomes to outline how the ‘CAPRA model’ could be applied to the SCIT and Educational Services committee. Agenda items identified and working sub-groups proposed.

Facilitated by Executive Committee liaison (Kenneth MacDowell), the committee voted to keep co-chairs in place during trial period of committee’s new format.

DoIT/SBMIT Merger

IT leadership reported monthly progress, planned changes, and potential road blocks. Addressed issue regarding desktop operating system planned roll out for Windows 10 across entire campus, CIO resignation, availability of technical staff to support classroom technology issues in real time, unified helpdesk, and general IT issues/concerns related to merger.

Presentations:

Sept - Melissa Woo – Senior VP for Information Technology and Chief Information Officer - Transition plan for IT

Oct - Linda Unger (Instructional Designer for Center for Excellence in Learning & Teaching) – Vendors/Software/Hardware supported by University IT

Nov - Michael Ospitale (Asst. VP for Customer Engagement & Support) – Merger to date and future plans

Dec - Matthew Nappi – Chief Information Security Officer and Asst. VP – Introduced himself as Interim to Interim CIO and spoke about merger/collaboration and restructure of security

Feb - Charlie McMahon - Interim Senior Vice President and Enterprise CIO for Stony Brook – Interim direction for IT

Standing Items/Reports

Report from Research committee – Difficulty collaborating and sharing files across different platforms (Office 365/Google Apps for Education). Difficulty working with system that do not interface easily with each other.

Report from HSC education Operations Team & the Learning Space Steering Committee – Patricia Aceves reported committee activity will resume when we begin to return back to campus.

Covid Response

Supporting collaboration in a virtual environment: The University responded quickly by securing a University site license for Zoom which included a Business Agreement for use by Stony Brook Medicine. Stony Brook Medicine is using a special instance of Zoom to be HIPAA compliant with restrictions in place. Government won't be prosecuting telemedicine and telehealth HIPAA violation as long as making best effort for security during initial crisis period.

Transition of courses to online: Instructional design support made available to faculty; Informational web pages such as 'Keep Teaching'; Upgrade of hardware supporting Blackboard

Addressing increased demand and improving performance

HSC & Hospital upgrade of CITRIX to support increased bandwidth demands and server sided resources

West Campus moving from VPN to RDP Gateway to support West Campus remote users

Purchase of Bomgar to facilitate remote support

Upgrading network in labs to support increased demand and improve performance

Future Issues/Concerns to Address (or continue to address)

- COVID Response – Technology Planning
 - Return student to classrooms while maintaining social distancing guidelines – How will room reservations be addressed in 25Live?
 - Faculty/Staff exemptions for Return to Work – What technology will be available to facilitate teaching and provide accommodations?
 - Student Exemptions for Return to Class - What technology will be available to facilitate learning and provide accommodations?
 - Employee self-screening – How reported and how will the data be secured
 - What measures will be put in place to assure 'sensitive' data is secured once employees return to work?
- Proctored Exams – Add as standing item report from Online Exam & Assessment Action Group
- Loaner laptop program – Will it be expanded to include faculty and staff?
- COVID grants/monies from Federal Government – How can we tap into these funds to support faculty/staff/students with technology needs and help to standardize equipment purchases?
- Improve support by identifying an Individual to acts as a liaison between the medical and academic sides of the University to help resolve technical issues.

Request for Support from the Executive Committee

- Identify student(s) to serve on committee as Undergraduate and Graduate Student Representative.
- Consider proposal for combining SCIT (the senate committee on information technology) and the Educational Services Senate Committee – currently in a trial basis

University Environment Committee - 2019-2020 Progress Report

Submitted by Thomas C. Wilson, Jr. University Environment Committee (UEC) Chair.
Rev. 2 - 15 May 2020.

I. Committee charge.

“This committee shall examine all aspects of the university environment, including but not limited to conservation of natural areas, ecological preserves and historic sites and artifacts; transportation, parking issues, infrastructure, facilities planning, human health issues, safety and security, energy efficiency, recycling, waste management, and general appearance of all university locations. It will consult with and advise the Vice-President for Facilities and Services.”

II. Membership.

The most recent committee membership is attached. At the first meeting of this academic year Thomas Wilson was re-elected Chair, and Jeanne Charoy was appointed as Recording Secretary.

Currently two of sixteen committee positions are open (one in Humanities, one in Health Sciences). Three members are coming to the end of their three year terms, with at least one standing for re-election. Current committee members will continue serving until such time as elections can be held.

III. Committee meetings and records.

Since the last Chairs' retreat on April 5th, 2019, the committee met twelve times: April 17th, May 8th, September 11th, October 9th, November 13th, and December 4th in 2019; January 29th, February 12th, March 11th, April 8th, May 6th, and June 10th in 2020. Meetings beginning on March 11th have been virtual.

In response to the challenges of the current pandemic, the committee has determined to continue meeting monthly through the summer, with the next meeting scheduled for July 8th from 3:00 - 4:30pm EDT. All members of the University community are welcomed to meetings and invited to volunteer for our Working Groups (see below).

The Chair will forward committee agendas, minutes, and approved reports to the Senate Executive for publication.

IV. University liaison and meetings with experts.

Assistant Vice President of Environmental Health & Safety Gary Kaczmarczyk has functioned as Administration liaison to UEC, with backup by EHS Safety, Training, & Environmental Compliance Manager Clifford Knee. Either Mr. Kaczmarczyk or Mr. Knee (or both) have attended all UEC meetings for productive discussion of agenda items and have provided referrals to others in University Administration. Members of the University Administration have been responsive to UEC communications and collaborative in their actions.

UEC has continued the practice of periodically inviting guest experts to meetings. Guests are invited to give a fifteen minute presentation on an area within the committee's charge, followed by an open discussion. Guest experts this year have included:

- April: John Fogarty, Director of Capital Planning, discussing the capital planning process.
- May: Sharon Pochron, Toxicologist and Lecturer in SoMAS Division of Sustainability, discussing pesticide use on campus and the Ashley Schiff Preserve.
- October: Kathleen Byington, Senior Vice President for Finance and Administration, and Dean Tufts, Vice President for Facilities and Services, discussing the University's five-year Capital Plan.
- November: Larry Swanson, Director of the Waste Reduction and Management Institute at SoMAS, discussing the wastewater treatment plant that serves the University.
- December: Michael Youdelman, Campus Recycling Manager, discussing the campus recycling program.
- January: Laura Osa, Coordinator of the Stony Brook Water Bottle Station Project, discussing reducing single use water bottles on campus.

V. Working groups.

Our four working groups greatly expand the amount of work the committee can accomplish, both by delegating projects and by incorporating volunteers from campus and community. The working groups, their coordinators, and representative current projects are listed below:

Transportation (Coordinator: Mona Ramonetti)

- Bicycle and pedestrian safety.
- Encouraging and increasing public and shared transportation.
- Campus Parking issues, short and long term solutions.

Ms. Ramonetti represents UEC and the University Senate on the University Administration's Campus Transportation Task force. The task force's mandate may pivot significantly going forward, but one silver lining of the pandemic could be the shift to remote work easing the traffic and parking crisis and helping the University meet carbon emission reduction targets mandated by New York State.

Natural Environment and Preservation (Coordinator: Thomas Wilson).

- Permanent preservation status for the Ashley Schiff Park Preserve. The committee prepared a resolution, passed by the University Senate in October 2019, calling for permanent formal preservation of the Ashley Schiff Park Preserve. When the current crisis eases, members of the Committee plan to meet with legislative staff to update draft language adding the Preserve to the State Park System, and request the Senate Executive ask incoming President McInnis for her endorsement of permanent formal protection for the Preserve.
- East Recharge Basin/Lake Briana. We are proceeding with a one-year scientific and engineering study, conducted by the School of Marine and Atmospheric Sciences, to help answer if the basin can remain naturalized and potentially be developed as a research and educational resource. An instrument in the lake has collected water level every 15 minutes since October 2019. This will be correlated to rainfall as measured by three local weather stations to determine the ability of the basin to absorb rainfall from extreme weather events in its current naturalized state.

Efficiency, Recycling, and Liveability (Coordinator: Jeanne Charoy)

- Encouraging reusable water bottles, bottle friendly drinking fountains, carafes of water as the default for catering. Investigating rental of reusable china and silverware from campus food service as opposed to using disposables for campus events.

Research (Coordinator: Michelino Puopolo)

- Monitor the website of the Association for the Advancement of Sustainability in Higher Education (AASHE.org) and other resources. Report ideas and best practices to committee.

VI. COVID-19.

Out of what appeared at the time to be an abundance of caution, UEC opted to have their March 11th meeting online. Less than a month later, we were all meeting online.

Beginning with the March meeting, the UEC agenda has included a period of open discussion regarding the pandemic. Gary Kaczmarczyk and Clifford Knee have both been invaluable in informing the committee of the University's planning and response to a health and safety challenge unmatched in living memory. The committee has decided to continue meeting through the summer to offer what service and advice it can to the University Senate and the University.

On Thursday June 4th, UEC Chair Thomas Wilson was appointed by incoming President McInnis as a member of the Facilities Planning Working Group, one of seven such representatives of the University Senate to the University COVID-19 Task Force. This Senate "Group of Seven" has already met with University Senate President-elect Richard Larson and members have begun attending working group meetings.

Although the initial reopening plans were essentially completed before the Senate Executive's efforts to get representation were successful, the University Senate's active participation going forward will be important to channel input on where the plans need to be adjusted. Stony Brook does appear to be ahead of the rest of SUNY in terms of firming up plans, although there is wide recognition that things may pivot without notice. This realization (something we all have to recognize) will also be helpful to us as we advocate for appropriate refinements to plans and policies.

VII. Acknowledgements.

Thanks to:

- The University Administration for their communication and collaboration with the committee.
- The Senate Executive, especially two outgoing members: President Nancy Tomes for her support and Executive liaison Frederick Walter, who has been invaluable in teaching a greenhorn Chair "the ropes" over the past three years.
- Members, volunteers, and friends of the Committee for their hard work and dedication to the vision of helping build a better Stony Brook University community.

The current Chair's first three year term as a member of the University Environment Committee is due to end this year. The Chair hopes to be re-elected, but regardless of that outcome offers thanks for the opportunity and the honor it has been to serve the University Senate.

Respectfully submitted,
Thomas Wilson
UEC Chair 2019-2020

UNIVERSITY ENVIRONMENT COMMITTEE

2019/2020

Updated: 2/7/2020

Charge: This committee shall examine all aspects of the university environment, including but not limited to conservation of natural areas, ecological preserves and historic sites and artifacts; transportation, parking issues, infrastructure, facilities planning, human health issues, safety and security, energy efficiency, recycling, waste management, and general appearance of all university locations. It will consult with and advise the Vice-President for Facilities and Services.

Chair: Thomas Wilson, Chair, elected 09/19.

Humanities and Fine Arts:

Joanna Kaczorowska	Music, 631-745-1679	violinjoanna@gmail.com	9/22
Open Position			

Social and Behavioral Sciences:

Shirley Lim	History, 2-7515	shirley.lim@stonybrook.edu	9/21
Christopher Sellers	History	christopher.sellers@stonybrook.edu	9/22

Natural Sciences:

Dmitri Tsybychev	Physics, 2=8106	Dmitri.tsybychev@stonybrook.edu	9/21
Malcolm Bowman	SoMAS, 2-8669	Malcolm.bowman@stonybrook.edu	9/22

Library:

Mona Ramonetti	Library, 2-1740	mona.ramonetti@stonybrook.edu	9/22
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College of Engineering:

Xinwei Mao	Civil Eng. 2-8718	xinwei.mao@stonybrook.edu	9/21
Matt Eisaman	Electrical & Computer Engineering	Matthew.eisaman@stonybrook.edu	9/20

Health Sciences Center:

Open position			
Michelino Puopolo	Anesthesiology	Michelino.puopolo@stonybrook.edu	9/20

Professionals:

Sarah Battaglia	Occup. Therapy, 4-2363	sarah.battaglia@stonybrook.edu	9/21
Thomas Wilson	SoMAS, 2-8706	Thomas.wilson@stonybrook.edu	9/20

Students:

Graduate Student (1): Jeanne Charoy (Jeanne.Charoy@stonybrook.edu)

Undergraduate Students (2): James Pizaro <james.pizaro@stonybrook.edu>, Shakeb Zia <shakeb.zia@stonybrook.edu>

Ex officio members: Gary Kaczmarczyk, Assistant Vice President of Environmental Health & Safety

Cognate Administrator: Vice President for Facilities and Services.

Facilities and Services Supporting Staff: John Fogarty and Terence Harrigan

Executive Committee Liaison: Frederick Walter

GRADUATE COUNCIL

It is the mandate of the Graduate Council to “advise the Dean of the Graduate School and monitor all aspects of the University's graduate program. It will evaluate all proposed new graduate programs and degrees and will participate in program review of existing graduate programs.” “New graduate programs and changes to existing programs must be approved by the Graduate Council, SUNY Central in Albany and registered with the State Education Department (SED). Proposals that have resource implications (e.g., need for new faculty) will also need approval of the appropriate College Dean before Graduate Council consideration.”

Towards this end the GC has conducted evaluations and has advised the Dean on revisions to approved programs and requests to establish new programs. Evaluations are based on needs, resource availability, and impact on current programs, admission requirements and students to be served.

The requests include:

- Letters of Intent to establish new degree programs,
- Program Revisions (name changes, new tracks, changes to curriculum),
- Program Proposals,
- Program Disaggregation

The GC also evaluates and makes recommendations related to

- changes in policy (language requirements, publication of dissertations, cut-off dates for graduation, composition of dissertation committees, etc.)
- quality of student life (housing, stipends, lecture series, etc.)
- graduate student fellowships
- course evaluations

There is a Graduate Council Appeals Committee (GCAC) which when requested by the Dean of the Graduate School reviews documents and makes recommendations related to student appeals of program decisions. The committee comprises two faculty members appointed by the GC and two students appointed by the GSO. A third faculty member serves as an alternate.

When needed ad hoc subcommittees are formed to research and address pressing issues. These subcommittees present findings and appropriate documents for discussion by the GC.

GOALS:

- Evaluate New and Revised Programs
- Improve Student Quality of Life
- Evaluate New Teaching Modalities
- Evaluate Ongoing Programs

Graduate Council
Annual Report
(September 2019 to Jun 11, 2020)

Committee Members: Brenda Anderson (Psychology/Graduate Council Chair), Hongshik Ahn (Applied Mathematics & Statistics), Jackie Collier (SoMAS), Allegra De Laurentiis (Philosophy), Martha Furie (Pathology), Kathleen Kasten (Libraries), Dmytro Holod* (School of Business), Michael Kifer (Computer Science), Andreas Koenig (IDPAS), Jennifer Kuhl (Nursing), Mary Rawlinson (Phi/CLCS, Fall 2019), Marcia Simon (Oral Biology and Pathology), Holly Colognato Molecular & Cellular Pharmacology)

Nonvoting Participants: Diane Bello (Registrar), Lori Lyons (SPD), Patricia Malone (SPD), Robert Mangione, (SPD), Ashely Pocello (Graduate School), Melissa Jordan (Graduate School), Colleen O'Toole (Graduate School), Arleen Steckel (Volunteer Faculty), Abraham Kohrman (GSO), Jordan Young (GSO).

Cognate Administrator: Eric Wertheimer (Dean, Graduate School)

Senate Executive Committee Liaison: Camilo Rubbini

During the 2018/2019 academic year, the Graduate Council met 7 times in the fall of 2019: September 16 and 26, October 7 and 21, November 4 and 18 and December 16. In the Spring of 2020, we met 8 times on February 3 and 24, and Mar 9 and 23rd, April 13 and 27, May 11 and June 1.

The major initiatives undertaken by the GC are summarized below:

Evaluated Requests for Programmatic Changes and New Programs

- Revisions
 - MS Molecular and Cellular Pharmacology
 - Ph.D in Clinical Psychology
 - PhD in Nursing
 - Advanced Certificate in Advanced Computer Science
 - Title change for PhD in Molecular Genetics and Computer Science
 - Title change MS Clinical Research to MS in Epidemiology and Clinical Research
 - PhD in Genetics
 - Proposal for combined MS degree program in MSW and Bioethics
 - MA in Medical Humanities
 - MFA in Film Studies
 - Advanced Certificate in Health Communications
 - Title change for PhD in Science Education
 - PhD in Hispanic Languages and Literature
 - MBA/MPH Health Policy and Management Dual Degree
 - MFA in Television Writing
 - MS in Finance
 - MS in Technology Management
 - PhD in Computer Engineering
 - Format change in MS in Decision Analytics
 - Format change in MS in Accounting
 - MS in Accounting
 - MS in Oral Biology and Pathology
 - MA in TESOL

- New Programs
 - Certificate Program in Accelerator Science

- MS Communicating in Science
- Advanced Certificate in Innovation and Entrepreneurship
- Microcredential in Teaching and Learning
- Microcredential in STEAM
- MS in Decision Analytics

- Letter of Intent
 - Data Science
 - MS Communicating in Science
 - MS in Engineering Artificial Intelligence

The GCAC has reviewed only one appeals case.

Discussions:

Discussion of whether the Graduate School policy should require the GRE for admissions.

Discussion of the make up of the GCF fellowship review committee

Discussion of whether the GRE should be required for GCF nominations. No change, but will revisit this topic.

Proposal to expand the admission criterion for English Proficiency, pilot program in COB

Digital Badges and Microcredential Policy

Senate Library Service Committee
2019-2020 Activities Report
May 6, 2020

The Stony Brook University Senate's Library Services Committee reports that the committee has been engaged in its charged activities over the course of the 2019-2020 academic year. In keeping with the academic year schedule of the University Senate, the committee began meeting in September of 2019, and has held multiple business meetings to date. Previous scheduling issues due to campus academic scheduling in 2018-2019 were resolved. The committee has since selected and scheduled a new time of the first Wednesday of each month from 11AM-12PM to meet, and has held meetings planned throughout the COVID-19 pandemic. Summer meetings as needed and dependent upon the current COVID-19 may be called but as of the University Senate meeting on May 4th, the committee has ceased formal operations. Over the course of its meetings, the committee has met with and discussed with interim Dean of Libraries Shafeek Fazal the following topics:

- Elsevier negotiations and alternate planning
- Library Faculty and Staff attrition rates
- Open Educational Resources grant opportunities
- Open Access resolution and current SUNY initiatives
- Current library faculty work and participation in Digital Humanities and Research Data Curation efforts
- Alma system migration
- The 2019-2021 University Libraries Strategic Plan preparation process
- Senate Elections
- Dean of Libraries Search process

Topics to be discussed and reviewed during the remainder of the academic year are:

- The Dean of Libraries search process and the committee's role in the selection and consultation process during the potential 2020-2021 search under Dr. McInnis
- University Libraries Faculty Executive Committee work on redressing attrition and retention issues within the Libraries
- University Libraries budget and collections for 2019-2020 and now 2020-2021

- Proprietary publishing paradigm and contingency planning that was not completed as per request by to the committee of the Interim Dean of Libraries and Library Administration

Additional topics will be added to the schedule based on committee input and by request of the Dean of Libraries; in keeping with its charge the committee seeks to provide consultation and input to the Library Administration in support of its efforts to serve the campus community.

The committee chair owes a debt of service to its members, without their good work the committee could not have had the impact that it had this academic year. Various issues were carried over from the 2018-2019 academic year, and all members continued their dedicated work in collaborating with the Library Administration wherever possible. Additionally, at this time the committee is pleased to report that all open positions have been filled, and ready to assist in the COVID-19 planning as needed.

Respectfully Submitted:

F. Jason Torre, Associate Librarian

Senate Library Services Committee, chair

**2019-2020 Annual Report to the Stony Brook University Senate on the
Activities of the University Senate Research Committee (USRC)**

Committee Charge: This Committee shall consult with and advise the Vice President for Research, the Provost, and other administrators as appropriate on all aspects of the research enterprise and scholarly activities on campus.

Names of Committee Members:

Chair: Iris C. Fineberg

Cognate Administrator: Richard Reeder, Vice President for Research

Liaison to Executive Committee: Mary Kritzer

Health Science Center

Iris Cohen Fineberg, School of Social Welfare, Chair

Tim Duong, School of Medicine Department of Radiology

Humanities and Fine Arts

Jeffrey Edwards, Philosophy

Social and Behavioral Sciences

Marci Lobel, Psychology

Brittain Mahaffrey, Psychiatry

Natural Sciences

Anne McElroy, SoMAS

Tzu-Chieh Wei, Physics and Astronomy

Library

Chris Kretz, Library

College of Engineering

Thomas Robertazzi, Electrical & Computer Engineering

Jason Trelewicz, Material Science

Professional

David Ecker, CELT

Students

Jessica Tang (Undergraduate)

Ruben De Man (Undergraduate)

Xiaoqing Zhang (Graduate)

Committee Report/Activities for 2019/20

The committee held six meetings this academic year, and two meetings were cancelled due to unanticipated circumstances. The committee aims to serve a bidirectional role in which it both illuminates issues that need attention and provides input to university leadership on research issues.

The committee has had shifting in attendees and members this year due to external factors. We are grateful to the faculty members who have newly joined the committee and/or have served as substitutes for committee members.

The committee met with key university leaders to discuss numerous issues. Below is a list of these meetings:

Guests: Heath Martin and Mona Ramonetti (Library), November 2019

Topics: (1) Elsevier publisher contract; and (2) Renewal of the SBU Open Access policy

Guest: Richard Reeder (Vice-President for Research), December 2019

Topic: The committee has historically met with the Vice-President for Research at least once per academic year. This meeting reviewed topics of research expenditure and the Facilitating Researcher Success effort.

Guest: Eric Wertheimer (Dean of the Graduate School), February 2020

Topic: This was the first meeting between the committee and the new Dean of the Graduate School. Discussion focused on key issues in the intersection of graduate education and research.

The committee worked in a consultative capacity with university leaders this academic year on the following topics:

- Elsevier publishing contract
- Renewal of the SBU Open Access policy
- COVID-19 related Restart Research Plan

Undergraduate Council 2019-2020 Activities Report

The Undergraduate Council of the University Senate was in a state of turmoil for the Fall semester of 2019; however, the appointment of a shared chair position greatly facilitated the effectiveness of the committee. This report will focus on the activities of the committee during the spring semester 2020.

Discussions of particular note:

- **The UGC investigated the potential problems of allowing ROTC courses to be taught on the Stony Brook campus.** Of particular concern was to ensure that the rights of transgender students were upheld; specifically, their ability to enroll in any course on the SBU campus in the gender with which they identify, to be able to engage in all ROTC activities, and be allowed to compete for ROTC scholarships. Dr. Charles Robbins addressed each point that we made and we passed a consensus statement that indicated our acceptance of the plan provided that these rights were maintained.
- **The UGC considered the proposal to factor into the GPA calculation only the final grade of a repeated course rather than the average of the two (or more) grades.** This would not remove the first grade from the transcript. Concerns included the potential for multiple class repeats that can burden an already overtaxed system and difficulty in using GPA to assess qualifications. Support for this change was that if a student learned the material the second time around the average grade would underestimate the level of the student's knowledge. Although this proposal was not passed by the UGC, it merits future consideration by a larger body, such as the full Senate.
- **The COVID-19 response** was a topic of major discussion involving:
 - Implications of changing all courses to P/NC vs. allowing students to select change any class to P/NC for the spring semester.
 - Change of P/NC change deadline, before or after the student learn their grade.
 - The breakdown of information transmittal to students.
- **Plans for teaching during the Fall semester**
 - Transitioning courses with enrollment over 100 to more high-end online courses for the Fall. The implications of this for faculty engaged in undergraduate education was discussed in detail.
 - The concern that shared governance requires that the UGC be part of the planning process was discussed and shared with Dr. Robbins.

Chair's commentary

There are two major concerns that I would like to see addressed by the full Senate:

1. It is difficult to see that a true effort at joint governance is being made when the UGC is informed of policy changes, rather than asked to participate in the policy-making process. We need to find a way to be seated at the table when decisions are being made for undergraduate education at the University. We can discuss after the fact, as we do, but who is listening? During the spring semester the Covid-19 response had to be rapid and it is understandable that we were informed rather than part of the planning; but for the Fall semester plans, who is at the table? Not the UGC!
2. Potential policy changes that have potential to strongly impact undergraduates (AND for which we have been invited to give input), should not be decided upon by the UGC alone. There should be time set aside at Senate meetings for the UGC chair to be able to ask for input from the Senate as a whole. A small Senate subcommittee is unlikely to be able accurately express the views of the faculty as a whole. The subcommittees after all are supposed to reflect the opinions of the Senate not just the individual opinions of the subcommittee members.

Submitted 5/26/2020 by Hanna Nekvasil, Chair of the UGC

University Affairs Committee in 2019-20

Chair: Matt Reuter

Members (alphabetically): Xu Du, Christopher Jean, Blanche Leeman, Ken Lindblom, Alex Orlov, Victoria Pilato, Kevin Reed, John Ryan, Laurel Scheinfeld, Pam Wolfskill

Cognate Administrator: Judith Greiman

Executive Committee Liaison: Fred Walter

Committee Charge:

This Committee will examine all aspects of the University's public image and fundraising, including publicity, athletics, and alumni relations.

Activities:

The Committee meets as a whole once or twice per semester to discuss Committee business, plan for future activities, and review reports from small group meetings with various agencies across campus.

Most of the work is handled by the small groups, which each meet with one campus agency per semester to find out about (for example, this list is not exhaustive):

- new developments, programs, or activities overseen by the agency.
- interactions between the agency and the Long Island (or broader) community.
- messages the agency would like forwarded to the University Senate for consideration.

In the 2019-20 academic year, the Committee met with

- Advancement (Fall 2019)
- Marketing and Communications (Fall 2019)
- Osher Lifelong Learning Institute (Spring 2020)
- The Statesman (Spring 2020)
- University Police Department (Fall 2019)

We were also scheduled to meet with Alumni Relations in Spring 2020, but the meeting was postponed due to the COVID-19 situation.

Enclosed with this summary document are the Committee's agenda/minutes for meetings since October 2019 and the five reports for meetings with the agencies listed above.

The Committee also passes along the following messages:

- Editors from The Statesman request more interaction with the Senate as a whole and its committees. What business is being conducted and how can the press help communicate pertinent information to the broader community?

- Has there been any past coordination between the SBU Senate (and its committees) and similar organizations at other SUNY institutions? If not, would it be worth building these interactions, especially regarding responses to COVID-19, online course transitions, etc.?
- We thank the President-elect for her proactive email about the fall semester and hope that open communications will continue when she assumes office this summer.

Agenda/Minutes (February 12, 2020)

Attending: Matt Reuter, John Ryan, Victoria Pilato, Kevin Reed, Hiya Panja (USG)

Agenda:

- Discussion of University Senate guidelines on executive sessions and press access.
 - Kevin: Operate in executive session by default. Perhaps this requires reordering agenda items to do all sensitive issues first, and then open for pertinent discussions.
 - Small team meetings would be in executive session.
- Summary and review of meetings in Fall 2019: Advancement, Communications, UPD.
 - Kevin (Advancement): Discussion of operations since Dexter left; ongoing goals
 - Matt (Communications): Post-mortem of Far Beyond; discussion of media room and usage
 - Victoria/John (UPD): Active shooter training (hoping departments/units would ask for this); crime statistics; no issues with sporting events and alcohol
 - Reports approved for distribution.
- Open discussion of current or recent events relevant to University Affairs.
 - None reported
- Meeting assignments for Spring 2020. Proposed: OLLI, the Statesman, Alumni Relations.
 - No objection to this slate of agencies. Groups will be created in the coming days.
 - Meetings should occur in the next two months or so, such that reports are ready for a full committee meeting in mid-April.

Adjourn

Agenda/Minutes (April 29, 2020)

Attending: Matt Reuter, Pam Wolfskill, Kevin Reed, Christopher Jean, Ken Lindblom, Blanche Leeman, Victoria Pilato, Alex Orlov

Agenda:

- Vote on guidelines for operating in open and executive sessions. As proposed by K. Reed in February:
 - Operate in executive session by default. Perhaps this requires reordering agenda items to do all sensitive issues first, and then changing to an open session for pertinent discussions.
 - Small team meetings would be in executive session.
 - Motion to adopt by Matt, seconded by Ken, approved unanimously.
- Summary and review of meetings in Spring 2020: Alumni Relations, OLLI, The Statesman.
 - Pam (Alumni Relations): Meeting delayed due to COVID-19.
 - Laurel (OLLI): Took place in March.
 - John (The Statesman): Took place in April.
 - Do we approve reports for distribution? Motion to adopt by Matt, seconded by Pam, approved unanimously. There may be an amendment to
- Open discussion of current or recent events relevant to University Affairs.
 - Fred Walter's term is ending and will no longer be the liaison between us and the Senate Executive Committee. The committee thanks him for his years of service.
 - Pam acknowledged the recent passing of Bill Godfrey, who was a longtime chair of this committee. His service and mentorship will be long appreciated.
 - UA has deferred on response to COVID-19 due to urgency in the spring semester, allowing other Senate bodies to help coordinate the response. We may want to revisit this decision in the fall, either as a retrospective or ongoing (but less urgent) "investigation".
 - Why is there little communication from emergency management, especially when they're usually really good about communicating about emergencies (snow day "abundance of caution", active shooter, etc.).
 - There is the yellow advisory banner on websites, but specific emails seem to be sent to select lists (either students or faculty/staff, etc.).
 - Why the apparent breakdown in communications?
 - Could we share response mechanisms (specifically, COVID-19) with other SUNY campuses in similar situations (Buffalo, Albany, etc.)?
 - Forward to SUNY state-wide senators and their "Ask the Chancellor" sessions?
- Annual report for the Senate.
 - Compile small group reports, highlighting specific messages for the Senate overall.
 - Other business to explicitly bring to the Senate's attention.

- Items from small group reports (specifically The Statesman).
 - Coordination and/or comparison with similar committees at other SUNY institutions or state-wide.
 - Thank the President-elect for proactive email about the fall semester.
- Goals for Fall 2020.
 - Potential first question for appropriate meetings: “How have your plans changed under the new Presidential administration?” Interesting to see how this question plays out in the fall and beyond.
 - Working with Judy Grieman (our cognate liaison) to see how images of tents and ad hoc medical centers have gone over in the community; that is, what are community thoughts about Stony Brook’s role in Covid-19 response? Include Judy in our opening full-committee meeting.
 - Look into the ongoing development of online education and how that relates to the university’s image.

Adjourn

Meeting with Advancement (October 31, 2019)

Kevin Reed, Marian Leeman, and Xu Du

Who we met with:

Deborah Lowen-Klein, Interim Vice President for Advancement:

Took over after Senior Vice President Dexter A. Bailey Jr. departure. Deborah was joined by A.J. Nagara, Assistant VP for Campaign Operations and Fundraising Strategy.

Questions:

X Did SBU's first "Giving Day" make an impact? In the past, not many faculty / employees donated. Did that increase with this event? Did more alumni give?

X Do gifts received fit with the University's mission and research? Who makes the decisions about where this money goes?

X The last time we met (with Dexter Bailey, 2017-18), we discussed finding "inactive" accounts. It was stated that advancement team members would meet with donors and if SBU needs have changed, request to have the accounts modified. Are there any updates?

X Has there been a reduction in staff since Dexter left?

Is SBF still funding the "FAR BEYOND" campaign (originally we were told \$750K). Have you measured the success of this campaign with the money donated?

Answers/Notes:

- Campaign for Stony Brook (2011-2018) raised \$630 million from nearly 50,000 donors from all 50 states and 58 countries. This takes a huge amount of effort with 25 fundraisers that is data driven. Link to info: <https://news.stonybrook.edu/stony-brook-matters/alumni/campaign-for-stony-brook-raise-s-630-7-million-3/>
- Donor profile is very diverse, with strong support from Friends and alumni (maybe alumni portion is increasing).
- 8% of donations come from faculty / employees.
- Return on Investment is 7x every dollar invested.
- Most money (99%) already is earmarked for a specific program.
- Giving Day had over 2300+ donors and the main goal was to get people to think about philanthropy.
- Have been using social media and networking sites to hyper-target ads to donors and potential donors.
- When re-engaging inactive accounts the team strategizes return-on-investment, but there are efforts for new tools of communication (digital media).
- It was a goal of President Stanley to secure 100 endowed professorships, this number was 10 in 2011 and is at 66 now.

- Following President Bernstein's stated goals.
- Seamless since Dexter left, no staff reductions.
- Advancement office uses some of the Far Beyond branding, but it is not how you would appeal to donors.
- Endowment is different than SBF, Campaign for Endowment growth is not a focus of the Advancement yet, as it is still in relationship building (Endowment gifts are harder to sell).

Meeting with Marketing & Communications (December 11, 2019)

Matt Reuter, Laurel Scheinfeld, Fred Walter

Who we met with:

Nick Scibetta, Vice President for Communications and Marketing, Chief Communications Officer:

Been at SBU just about 5 years

Mentioned Cleveland Clinic and St Jude as other institutions he's marketed

Questions / Summary:

M&C most proud of change from what they were (five years ago) to what they are now (partnership with faculty, whereas before this was very disjointed).

- Oversee University and Health Sciences side; the current discussion focuses on west campus.
- Ongoing goals include adjusting to new protocols from DOJ (result of an antitrust ruling)
 - colleges can now incentivize (financially) early admissions
 - reaching out to students after May 1
 - recruit students from other institutes
- Try to find data to backup decisions and avenues for M&C initiatives. How to best spend limited resources?

M&C started working with enrollment and admissions (integrating with Common App, social media)

- Research in marketing finds that Gen. Z have high affinity for brands (more than Gen. X or Millennials). Colleges need a strong brand to attract Gen. Zers.
- Finding ways to talk about cost and value; try to aim for the latter in most audiences

M&C needs to accumulate stories and brand from across campus (students, faculty, staff), focus the message, and get it out.

- Reputation, recruitment, retention (of students, faculty, staff), research, revenue

SBU now has its own studio (in Admin) for broadcast; e.g., faculty can be interviewed for larger networks (BBC, etc.)

- Room is rentable; makes it revenue positive

Weekly and monthly social media meetings to coordinate content from all across campus (alumni, colleges, schools, other units, etc.).

How do you sell SBU to, e.g., high school guidance counselors that distinguishes SBU from peers and aspirational peers?

- Use data to back up claims; play to our strengths (e.g., research experiences for first-year students, social mobility)
- Different student groups respond to different points differently (e.g., proximity to NYC is much more important to prospective out-of-state students than in-state).

What did we learn from the Far Beyond campaign, now that it's over? Did we reach the goal? Are similar campaigns planned for the future?

- Data/result (2018 Brand Health Assessment, over 18,000 respondents both internal & external): "Far Beyond" was embraced by students/campus at an amazing rate. (Near 100% of respondents ~16 months into the campaign.) In the same timeframe, prospective students also embraced it at a better-than-expected rate.
- Data also shows improvement in reputation (quality of learning experience, etc.) over a two year period in both undergraduate and graduate students.
- The 'Shield' symbol was created before his time here

Extension campaign to follow up on "Far Beyond": Starting to see "Further, Faster" appear across campus to continue the momentum.

- "Further, Faster" plans to run for a year, and is more tied to admissions and enrollment than past efforts.
- Found new prospective students by partnering with news organizations (e.g. US News). Some from sponsored content, others from original or unique partnerships.

Looking to "own the global conversation on conservation & sustainability"

Heavily promoting Brookhaven Labs affiliation - many are aware of Brookhaven, but do not know about connection with SBU

Recently overhauled the entire campus website to make pathways to information more obvious/direct.

M&C does not presently do opposition research, but admissions and enrollment does. (But on M&C's list of potential future goals/ideas.)

Still building social media presence. Up 31% (in followers) since hiring a social media manager.

- M&C now has in-house staff for producing video content. Reduces cost.
- Constantly evaluating response to social media posts - if a post doesn't show high engagement, it is not repeated

Mentioned that SBU's 'Share of Voice (SOV)' is highest among its competitors for the 5th year in a row. SOV is a measure of brand visibility.

M&C has been reaching out to funding agencies (ex: NIH), offering them media content

Meeting with Osher Lifelong Learning Institute (April 2, 2020)

L. Scheinfeld, B. Leeman, A. Orlov, M. Reuter

Who we met with:

Patricia Malone, Associate Vice President for Professional Education, Assistant Vice Provost (SPD):

OLLI is housed in SPD; Ms. Malone has been in this position for ~1.5 years.

Breanne Delligatti, OLLI Program Manager:

Brought on about a year ago, bolstering the OLLI group and building relationships.

Questions / Minutes:

OLLI group has been around for a while; Patricia took over at SPD 1.5 years ago.

- Connectivity, social network, and intellectual network is very important to OLLI participants.
- Intellectual engagement and stimulation on campus is key.
- ~600 members when Breanne started, now close to 950.
 - Only 6 (of the ~600) had taken online tools training when she started. Now more than 300.

How is the coronavirus and move to online/distance learning impacting OLLI?

- Cancelling OLLI was discussed.
- After some objections, Breanne explored moving some workshops to distance learning methods via Zoom.
- OLLI leaders were approached to gauge the viability of this transition. Everyone was supportive and early results are very promising.
- Early on had 12, now almost up to 40 synchronous events via Zoom. This is remarkable for a group that sometimes struggles to use email.
- Some events are intellectual (e.g., politics, yoga, art), others are social (lunch discussion, scavenger hunts). Goal is to decrease feelings of isolation.
- Members like Zoom -- seeing people on campus with names right below the picture. This has *increased* impact.
- Zoom meetings remove physical restrictions and attendance is averaging 70+ participants. In person meetings were limited more in 50-60 participants, so Zoom has increased participation.
- OLLI advisory board is considering keeping some workshops on Zoom once the "crisis" is over. Disabled participants may have digital participations in the future.

Do you actively promote/recruit/advertise in the community? How?

- The ongoing online transition is a way to reach out to a more geographically diverse participant pool (far east end, snowbirds, etc.). OLLI has also moved from a year-long membership to a term-based membership. Looking to establish a satellite program in Southampton.
- Recruiting new members is primarily through word-of-mouth. There are the website, posters, and flyers, but minimal direct effort on outreach. Instead, they encourage members to talk about why they're members; almost all say word-of-mouth.

How has the university's limited parking situation affected attendance or participation?

- There have been conflicts on campus with parking services related to parking. How to bring in OLLI participants without upsetting faculty and students on heavy-traffic days.
- When Patricia took over, ~140 OLLI workshops per year, making a fair amount of extra traffic.
- Virtual workshops are a possible way to deal with parking and transportation issues. Possibly also using remote locations, such as the Southampton campus and something in Nassau County.
 - Hofstra and Farmingdale have similar programs, but nothing like the size and scope of Stony Brook's. There are paths for growth in these directions.

Is this program offered at the Southampton campus, if not is there any type of transportation that a retired person could take from the SH campus to arrive at OLLI for sessions?

- Using Southampton as a remote location is being considered, especially now that distance formats (Zoom) have proven viable.

Some institutions are formally members of OLLI, some aren't. What are the benefits to this program being through OLLI versus doing them independently?

- OLLI (Osher) provides financial resources (through application). Osher doesn't have set rules, but they do provide other resources (guidelines for administration, etc.).

How are the prices for membership and events determined?

- Members are given surveys at the start and end of each term to gauge value.
- Fees have been somewhat flat in recent years. Most members are on fixed incomes.
- Term-by-term memberships were requested, as well as workshops on physical activities such as golf or tennis (different fee structure).
- Bottom line: SBU is not losing money on OLLI. The endowment requires maintaining a certain membership and overhead, which is a fine line to walk but has not been prohibitive.

Are the demographics homogeneous, given primarily word-of-mouth growth? Is there outreach to other communities?

- From SPD level: People don't necessarily want to drive that far or to lose access to campus (one reason why Southampton is lucrative). Most participants come from the area around SBU; density decreases with density.
- For OLLI more specifically: Always looking for new community partners (Port Jeff Community Club, investigating Huntington/Melville and Southampton). This balances cost, participants' incomes, etc.

Do the university's EID goals apply to OLLI?

Do you have data or feedback on whether access to library databases is utilized?

- Committees are investigating how OLLI participants are utilizing benefits. A dozen (or so) participants are known to regularly visit the library, but a full perspective is not known.
- Perhaps having a librarian visit in a workshop would increase awareness.
- Also interesting to investigate digital usage.

Additional information:

OLLI is in discussion with the School of Social Welfare to possibly be a field placement site for students whose field placements were impacted by the current crisis. SSW students may provide education and support to OLLI members around mental health issues.

A possible collaboration was discussed between OLLI and the Occupational Therapy dept. OT students often need volunteers to practice on and OLLI members may enjoy learning about the OT profession. An event called CarFit may also be of interest to OLLI members - it is a free event to bring awareness of lesser known features in automobiles that can enhance the driver's safety and comfort. Blanche Lehman will follow up with Breanne.

Meeting with The Statesman (April 23, 2020)

J. Ryan, K. Lindblom, V. Pilato, M. Reuter

Whom we met with:

Brianne Ledda, News Editor of The Statesman:

Editor-in-chief-elect of The Statesman

Gary Ghayrat, Editor-in-Chief of The Statesman:

Liaison for University Affairs Committee

Questions and Notes:

How is physical circulation and website traffic?

- Lots of traffic at the beginning of the COVID-19 crisis; it's gone back to normal since then.
- 2000 impressions (roughly like advertisement views) per day to the website right now.

How are elections for editor-in-chief and other positions held?

- Editor-in-chief chosen by election annually. People apply, the e-board interviews, and then the e-board votes.
- The Statesman is an independent organization; just reestablished a board of directors for external advice.

Has there been discussion of ending print production?

- Temporarily stopped due to COVID-19.
- Plan is to resume print editions in the future.

What are some controversies that have been faced, and how were they handled?

- Not much controversial published in '19-'20, although there have been controversies writing about the University budget, online transition.
- Last year an article about raw sewage was published that was wrong. It was taken down and replaced by an apology.

What support do you get when such controversies occur?

- The Statesman has a media advisor to help navigate these issues.
- Try to stay independent due to registration as a non-profit. The Statesman is **not** part of Journalism school.
- Board of Directors, although their advice is mostly financial. They are professional journalists, and are consulted from time-to-time on journalistic concerns as well.

- They have reached out Newsday's lawyer on one occasion. They have other support from the Student Press Law Center.

How's the relationship with the University leadership/administration?

- School was not always willing to talk about budget details and faculty were afraid to talk, especially if untenured.
- Slow communication regardless of the leadership (e.g., Presidents Stanley and Bernstein). Interim President Bernstein has been more responsive and has met The Statesman leadership in person.
- *The Atlantic* article discussed a situation in which someone in the President's press office berated a student for an article on the budget. This has not occurred again.
- Communication is also slow and it is difficult to get access even when it would be seen as something that would be promoting the university.
 - Athletics is also slow to communicate, but they do allow interviews with players.

Has The Statesman been held back when speaking to University leadership or faculty, etc.?

- To request an interview with someone at SBU, media relations makes all student journalists fill out a form. Some of it is fairly standard (e.g., who exactly do you want to talk to with a discussion of the topic), but it does ask for the list of questions ahead of type which would be unusual for a journalist to agree to -- of course, the journalist could make the offer.
 - It is unclear whether other news outlets have the same requirements.
 - There are occasions in which media relations has sent a press release rather than allow an interview (JBR comment from when he worked in news: a lot of organizations behave that way)
- Media Relations has sometimes made it difficult to obtain information, even on simple matters.
- Somewhat inconsistent, but there has been significant improvement since Emily Capiello was brought in this semester.

Why did you start attending various meetings, such as the University Senate and committee meetings?

- Good way to keep informed of goings-on.

Messages to University Senate:

- More transparency about University policy and decisions. The answer "We don't have an answer" is better than hearing nothing, etc.
- Updating minutes and notes as fast as practicable.
- Help The Statesman keep abreast of information and contribute op-eds.
- Request that The Statesman be treated similarly to Newsday, etc.

What is the standard for publishing individual student complaints about faculty and administration?

- It depends on how “official” the complaints are. If there is a lawsuit, then they will publish it. They decide whether or not to hold the story if someone cannot comment on a case by case basis..
- They don’t want to go on a single student’s claim (without corroborating documents) and there are stories they have not published stories because they didn’t have the needed documentation.
- This is part of an effort to emphasize fact checking and correcting errors.

Actual printing and organizing of the hard copy newspaper.... Is this part of the learning experience?

- The editors and assistant editors get the experience. They use the newspaper layout software and they don’t print every story they publish. There is off campus printing and it is delivered on Monday at noon.
- The editors view the print as something special even in the current digital age.

What has the job market experience been like for alumni?

- If you really get clips, there are alumni who are quite successful. A lot of people don’t stick with it choosing to go to other careers. Some always intended to do something else (e.g., PR or law school).
- And of course, some students have gotten jobs and then those ended as new orgs shut down.
- The sports editor isn’t a journalism major and they get writers from other disciplines who bring another perspective.

What is the best way to read the Statesman?

- The website. They are trying to improve the social media presence.
- They have been doing Instagram concerts since the COVID switch.

Reporting during COVID?

- It’s been so hard to do things since things went off line. Students were still reporting remotely. Trying to keep people up to date and they are losing print revenue. They appreciate support from the community when the community reads the articles.

Meeting with University Police Department (November 21, 2019)

Victoria Pilato, Dr. Alexander Orlov, John Barry Ryan

Who we met with:

Robert J. Lenahan, Chief of Police, Assistant Vice President for Campus Safety
UPD mini-site: <https://www.stonybrook.edu/police/>

Summary:

Questions for Chief of Police, Robert J. Lenahan by the University Senate Standing Committee, University Affairs. Interviewers: Victoria Pilato, University Libraries; Dr. Alexander Orlov, Materials Science & Chemical Engineering Department; John Barry Ryan, Department of Political Science. Interview on November 21, 2019

Chief Lenahan was happy to meet with us. We provided the questions a day before the interview so he could pull reports. This he did and presented us each with a folder full of printouts: Crime stats on campus, SCPD crime stats, Alcohol policy, mental health training for the force on campus. Overall, safety on campus is very good. He thinks it is important for the community to stay informed, ex., active shooter training.

Interview Q&A:

1. We remember the police updating the Senate about emergency situations and their way of handling it, like active shooting on campus. They gave a presentation during the Senate meeting on this topic. Do they have any updates to their guidelines?
 - Chief Lenahan states that they do presentations for departments, student groups, and as part of new student training. The police Chief was proud to say that response time for emergency situation is under 2 mins. Interactive Active shooter training has been provided to over 300 students involving 37 different student groups/departments within the past year. A link to the training video:
https://www.stonybrook.edu/commcms/police/programs/Active_Shooter_Programs.php
2. The Senate had a discussion of legalizing marijuana, do you have any suggestions related to it?
 - 98% of the time a person caught smoking marijuana will be referred to the Student Conduct Code. There are hardly any arrests. An arrest would be if they found a student dealing and selling and the amount they found is also a factor. So, the Chief does not see a significant change. Currently the police on campus are not looking to ruin anyone's lives over trivial marijuana usage.

3. Now that alcohol is permitted at Football games, have you had an increase in DUI's or harassment or misconduct due to spectators/students being able to imbibe? What's your experience, or what do you know from colleagues at other campuses on their policies, and what is the best way to do it?
 - UPD has not seen an increase since the policy. Tailgating is controlled a lot better than it was over 12 years ago. UPD has a relationship with SCPD for DWI off campus. If an SBU student is involved in an alcohol related incident at a **student residence** off campus, such as a party, and SCPD (6th precinct) was called, SCPD will notify UPD.
4. The Senate discussed parking issues, especially during the football games and concerts. Do you have some suggestions on campus planning on how to develop the campus to take into account traffic jams and parking issues (including parking tickets).
 - a. Can you tell us about parking tickets - how many a semester? Are there trends in the ticket giving calendar?
 - Approximately 8,000 parking tickets were issued each semester.
 - b. The Faculty/Staff lot at Tabler was redone over the summer and added quite a few additional spaces. Are there any plans for future improvements along these lines? And/or in the parking garage?
 - UPD enforces lots and can make recommendations for parking. They can also make recommendations on adding stoplights on campus. Off-campus they need the local government to be involved. Vice President Tufts oversees parking and Chief Lenahan suggests we speak with him. He did mention that increased lots are being looked at. The issue was raised about traffic accidents on Stony Brook road at the entrance to R&D park. The current stoplight is not adequate to avert incidents.
5. Do you see trends in crime statistics and whether the Senate and Administration should be aware of these or what they can take into consideration?
 - Burglaries were up for calendar year 2018 vs. 2017 as published in the 2019 Annual Security Report. Chief Lenahan informs us that one person making multiple thefts should be considered in that increase. Although we are not required to publish the 2019 crime statistics until September 2020, our internal systems show burglaries will be down approximately 60 % and overall Jeanne Clery Act reportable crimes will be down approximately 40 % for 2019 vs. 2018. Fondling/groping is up as well and the Chief thinks this is due to more people coming forward to report these incidents because of better education and social awareness. Some persons groped, or fondled are reporting more now than before. They are reporting to the UPD and Title IX representatives. UPD received support from the university President to install more cameras on campus (2800 cameras). UPD does not actively monitor cameras and the footage is

stored for 30 days. There's a plan to install more Lenel security doors for certain doorways in certain buildings on campus. Overall the statistics are favorable as compared to many other SUNY campuses. Crime stats available via UPD mini-site:

<https://www.stonybrook.edu/commcms/police/resources/ASR.php>

6. Senate adopted a resolution related to immigrant protection, what are the practicalities implementing this?

Reference:

<https://www.sbstatesman.com/2017/02/12/university-senate-passes-resolution-aimed-at-protecting-immigrants-on-campus/>

- There has never been an issue with immigration services on campus. UPD never asks if someone is a citizen unless they are under arrest to help the arrested individual by calling their consulate. UPD has no contact with immigration. It's not their place to get involved. The policy is a SUNY wide policy.
7. (a)What are the procedures and how many calls to you get each academic year pertaining to community members who show risk of suicide or depression?
(b)What are the best practices for the following situation: If a student is disrupting a class even in a way that is not threatening, we are instructed to call UPD to remove the student -- for example, if a student is acting in a manner consistent with a mental health issue but is unwilling to go to counseling or some other mental health provider. How are they trained to avoid escalating a situation such as this and potentially causing harm to a student who needs help?
- UPD has mental health related training courses, including: De-escalation training, mental health first-aid training, and crisis intervention team training. UPD is an accredited agency so training is critical. UPD sent 57 students to the University Hospital (last year?) and others to CAPS, depending on the situation. Students also sent to CAPS for follow-up visits. CARE Team via counseling unit to talk about special students - they offer recommendations if the student is a danger to them self or the campus community