

Faculty Senate

Meeting No. 3, Fall Semester 2022

(Plenary Session)

11th November 2022, 14:00

Room A402

Call to Order and Roll Call

The Chair called the meeting to order at 14:00.

In attendance:

- Professor O
- Professor Hsieh
- Professor Omondi
- Professor Han
- Professor Ryoo
- Professor Houghton
- Professor Hong
- Professor Kang
- Professor Pennings
- Professor Jeong

Acceptance of Agenda

A few changes were made to the order of the agenda. Point 5, *the Presentation by Provost on Administration's Proposals* was brought to number 3, to accommodate the Provost's time constraints.

Remarks from the Chair

None.

Presentation by Provost on Administration's Proposals

The Provost made the following proposals to the Senate:

- Annual Faculty Reviews (Academic Rank) Leading to Annual Pay Raises
 - Explained the changes are to make the pay raises "equitable and fair" for all. Academic rank would now receive pay raises in the academic year following the evaluation, rather than at contract renewal.
 - No questions or concerns were raised.

- Changes to the Compensation Guidelines
 - At renewal international faculty can choose to receive their pay in USD or KRW.
 - This is only for international faculty, to reduce the risk posed to them by fluctuations in currency exchange rates.
 - Prof. Hsieh, asked whether existing faculty can ask for this, particularly tenure track faculty, what is the process, and whether the money will be paid to US banks?
 - It would need to be completed on renewal. Tenured faculty would be able to do it at any point. They would have to ask for a contract renewal.
 - Must have a foreign currency account in Korea.
 - Some concerns were raised on the issue of tenured faculty only getting the option every 20 years.

After discussion, Professor Han asked for more time to consider the proposals.

Approval of Prior Meeting's Minutes

Some slight edits were proposed.

Presentation by Professor Quan on the Center for Excellence in Teaching

- Professor Quan conducted a presentation sharing the CET goals and objectives. The purposes of the CET and its benefits to the faculty were discussed. CET's certificate program for the faculty was highlighted.
- Professor Quan suggested a brainstorming session on instigating our own CET, and proposed faculty share their existing best practices.
- Professor Pennings asked if the center was involved in faculty evaluation?
 - Professor Quan responded that they are not.
- Professor Hsieh asked about the size of the staff at the center.
 - There is one full-time and one part-time technologist as well as the director. They have a dedicated office for the CET.
- For more details on this presentation, please see the slides attached in Appendix 1.

Committee Reports

Executive Committee

Chair Omondi spoke about:

- Clarifying questions on the development of policies etc.: Although the Bylaws, in principle, give the Senate wide latitude in the development of policies etc., in practice there will be constraints from both the local administration and the home campus. For example, although the Education Council may be involved in evaluating degrees, that would most likely be initiated by the home campus.
- Spoke of grade inflation. It needs to be looked at by the Senate. The faculty need a better understanding of how the administration views the student evaluations. Faculty

need to be confident that they can give grades, without being concerned about their student evaluation scores.

- Professor O commented that this semester, the students will complete the evaluations before they receive their grades.
- Professor Hong stated that Stony Brook's home campus is trying to reduce the role of evaluations, as they should be for improving teaching standards. This is likely to be from the Stony Brook Professors' Union, who want to reduce scoring by the students and to have them make more subjective comments, which would be more beneficial to the professor in improving their pedagogy.

Academic Personnel Policy Committee

The APP briefly ran through their committee report. They are currently discussing the following ideas, none of which are ready to be proposed to the Administration.

1. The APP is trying to identify ways in which we can integrate FIT Korea's HR policies into SUNY Korea.
2. They are looking at confusing language in the handbook, regarding the tenure review process. In particular the letter collection process.
 - Chair Omondi reminded the APP that the Senate should vote on this proposal before we take it to the Administration.
3. The faculty senate is not included in the faculty handbook, and should be added.
 - Chair Omondi spoke of Article 4, on page 15, and that it addresses the governing body and executive committee. But the wording regarding voting faculty must be changed to accommodate all parties allowed to be in the senate. Presently, the Faculty Handbook states:

§ 3. Voting Faculty. The voting faculty of the University shall be composed of:

(a) The president of the University; and

(b) Provost and Vice Presidents and Deans of the University; and

(c) Members of faculty of the University having academic rank and term or continuing appointments; and

(d) Members of the faculty of the University having the title of Professor or Associate Professor of Engineering and Technology Practice; and

(e) Members of the faculty of the University having the title of Teaching Professor or Teaching Associate Professor; and

(f) Administrative officers of the University.

While the senate bylaw 3(V) states:

Academic rank faculty members are eligible to vote in the department elections and to serve as Senators. At the discretion of each unit and with compelling reasons, Qualified

Academic rank and adjunct faculty members with a long-term connection to the University (such as one-year prior service and a two-year contract) are also eligible to vote in the department elections and serve as Senators.

4. The APP is also addressing ambiguity in the university's grievance policy. There are two documents and they conflict with each other in their phrasing. One is the *The Grievance Resolution Committee Guidelines* (which is not in the Faculty Handbook and which covers both students and faculty); the other is the *Grievance Policy* in the Handbook. The processes also need to be more specifically worded as to who handles the grievances.
 5. In the Faculty Handbook, The Grievance Policy and the Disciplinary Policy ought to be reconciled, as the former allows disciplinary action outside the scope of the latter.
- Professor Han asked for the APP's plan for next month's meeting?
 - Presently, the committee is not sure if (1) will be done by the next session. (2) is ready for a vote. (3), (4), and (5) are being crafted, but most likely, there will be no vote next month.
 - Chair Omondi – The Grievance Resolution Committee Guidelines could be removed and replaced with something limited to students; we can vote to recommend that. On (5), it appears that the second policy is written regarding the legal implications and it would seem legal consultation was used in its writing. The admin will probably want legal counsel when changing some of these things. We can vote to recommend that the Administration reconcile the two policies.

Education Council

- They are presently looking through the CELT at Stony Brook and will compare it with FIT's CET.
- They are also looking for better methods for evaluation and how to avoid potential grade inflation.
- A lecture/workshop in which Dr. Dreamson will discuss how to use Brightspace has been organised for November 30.
- Professor Houghton has spoken with the Dean of Student Affairs to implement an academic integrity workshop to be held during orientation week.
 - Dean Pak spoke of academic integrity and how it needs to be an ongoing conversation within the university.
- Professor Omondi asked that the Education Council finds out what faculty want and would actually use if a Center for Learning Excellence was to be introduced.
- Professor Quan suggested a needs assessment for the center. One approach would be to ask the chairs to help find the areas of concern, as they are familiar with their professors and what help they need.
- Professor Hsieh asked whether the certificates given by FIT's CET help with promotion.
 - Professor Quan said that it would show a want to improve.

Campus Environment and Faculty Welfare Committee

The CEFW have been discussing a supplemental system to the IFA, called the Individual Development Awards (IDA). The IDA would support not only full-time but also part-time faculty. It would also include travel expenses to encourage faculty retention.

- The home campus already has this system. The professor must pay for the expense and ask for reimbursement at the end of the academic year. All faculty apply for the fund at the same time, and the pot is split equally, therefore, full reimbursement may not be received. 15% of the budget is committed to part-time faculty. By paying for the expense first, the faculty member shows that they are willing to spend their own money, thus demonstrating the importance of the expense.
- At SBU in NY, everything is reimbursement based. Using the IDA, faculty could split expenses, with their research budget covering part and then applying for the IDA to cover the rest.
- The CEFW aim to have a draft proposal written by the next session and will work with the Academic Planning Committee to accomplish this.

Dean Pak stated that his team has looked at how to streamline the IFA request process. One of their potential suggestions was to have the faculty be reimbursed for purchases. Presently, if your IFA request is more than the limit, you can reimburse the university the difference.

Concerns were raised over the definition of part-time lecturers. AT SBU, adjuncts would be ineligible for the IDA, as they are not considered part-time. Professor Han suggested identifying the adjuncts that would count in this system. Dean Pak stated that adjuncts would not be included, as they are hired semester-by-semester. Professor Hong suggested recognising the adjuncts to encourage them to participate and to stay working at the university.

Chair Omondi asked whether unspent IFA funds could possibly be spread the IDA's pot.

Dean Pak said that chairs may not be too willing for this proposal, as the IFA is expensed through their departments.

Professor Hsieh asked whether the faculty loses the money if it is not reimbursed. Professor Hong responded that if you are expecting to get reimbursed, then it shows that the expense is not a necessity. It is also unlikely that you will get full reimbursement of the expense.

Academic Planning and Education Services Committee

The APES are presently looking at:

- Splitting the FSH, which they will propose today
- Creating a proposal for a list of Excellent Teachers/Teaching Award and creating and internal research fund, both of which they aim to propose at the next meeting

Proposal to Split the Faculty of Sciences and Humanities

- Due to the size of the faculty and for the efficiency of management, it would be worth splitting the department.
- Additionally, the two sides of the department already have separate management in Professor Hong and Professor Oliga, both of whom support the proposed split.
- Professor Houghton sent out a survey to all members of the FSH, including adjunct professors. There were 16 votes in favour, three votes of no opinion. Two members of faculty aired concerns, but no objections.
- There will be no additional finances needed, but Professor Hong requests an additional office for the FSH and their coordinator.

Professor Omondi called for a vote at 15:33.

The vote was unanimous in favour of the split. The executive committee will draft the proposal to the administration.

Votes on Proposed Amendments

1. Vote on the amendment of the constitution.
Article 3(a) requires changing to reflect the vote on the splitting of the FSH. The line that reads "Each department, and the Faculty of Science and Humanities (FSH), at SUNY-Korea represents one unit; and shall have one representative in the Senate" needs to be changed to "Each department, the Faculty of Sciences and Humanities (FSH) and the English Program, at SUNY Korea represents one unit; and shall have one representative in the Senate." The vote was unanimous in favour. (15:37)
2. The Bylaws contain a drafting error, and as such the document does not align with the constitution.
In bylaw 5 (VII), it states "The Senate executive committee, which consists of the Senate officers...", needs to be redrafted to "The Senate executive committee, which consists of the three Senate officers and two senators elected by the rest of the senate..." to match the constitution. The vote was unanimous in favour of the rewording. (15:38)

All proposals were moved by Chair Omondi and seconded by Professor Hsieh.

Any other business

- Chair Omondi asked that the Senate votes on some recommendations at the next meeting and that all committee reports be more detailed. Reminded the committees that not all recommendations need too much work on the part of the committee before being voted on.
- Dean Pak stated that due to the success of last semester's poster exhibit, the IGC would like to sponsor a campus wide student-faculty symposium. He will ask for volunteers to help or for the relevant senate committee to aid in the planning. No date has been set, but it

will probably be held next year. Chair Omondi will try to clarify the procedures for such an event.

- Professor Han asked the administration for a small budget for the senate meetings.

Adjournment

Chair Omondi adjourned the session at 15:43.

Appendix 1 – Professor Quan’s Presentation on the Center for Excellence in Teaching

Double-click the image below to open.

