

Faculty Senate Minutes

Meeting No. 8, Spring Semester 2023

(Plenary Session)

Friday 12th May 2023, 14:00

Room A402

Call to Order and Roll Call

Chair Omondi called the meeting to order at 14:04.

In attendance:

- Professor Houghton
- Professor Pennings
- Professor Han
- Professor Hsieh
- Chair Omondi
- Professor Hong
- Professor Lenz
- Professor Jeong
- Professor Ryoo
- Professor O

Acceptance of Agenda

The agenda was accepted by all.

Approval of Prior Meeting's Minutes

The prior meeting's minutes were approved by all.

Committee Reports

Executive Committee

- The Executive Committee looked into SUNY Korea's ability to join the Korean private school pension fund. Dean Pak stated that he would share the Administration's findings later in the meeting.
- There have been complaints that the classrooms are very dirty, and they are working to identify who is responsible for ensuring the cleanliness of the school.
- Some faculty have been concerned that this year's medical contains less tests than in previous years. Professor Houghton will look into what the university is required to provide.

Academic Personnel Policy

- Looked into aligning FIT policies. Earlier this week, they received a document from the Administration, outlining an agreement in principle between the Provost and the home campus's administration, on the hiring of new faculty and the annual evaluation process.
- FIT NY has accepted SUNY Korea's proposal regarding academic qualified rank for employment.
- Moving forward the APP will be looking at the Faculty Handbook to find specific criteria that need amending for FIT Korea.

Education Council

- The EC's proposal for the IEC entrance essay to be held in person has been finalised.
 - Dean Pak informed the senate that following discussion this morning, the entrance essay will now be held in-person. Thus, negating the need for the proposal to go any further.
- Study skills workshops.
 - Professor Houghton has been working on a proposal to implement study skills workshops for the students, to help them to be successful in all of our classes.
 - The proposed workshops presently are research skills, presentations, the writing process, grammar, and general study skills.
 - The proposal will be finalised and voted on at the next session.
 - Professor Pennings suggested that the workshops could be operated by the proposed CELT.
- The proposal for the CELT is now complete. Professor Lenz worked on creating an intermediate scenario, the CELT Lite. It will have a fulltime director, but most workshops, etc would be run by the faculty.
- They requested clarification on the procedure to send the proposal to the Administration.
 - Chair Omondi, the EC should make sure that they know whether the faculty will have some use for the centre. The questionnaire, to be sent to the faculty, should be made a priority. If the result is positive, the next step is to vote on one of the scenarios at the next meeting. The senate would have to look through the proposal as a whole and then decide which scenario is appropriate, and whether any modifications should be made. For example, if the proposal asks for a full-time director, it will need justifying with examples of what their daily role would be.
 - Professor Lenz asked for clarification on why one and not all three scenarios would be sent to the administration. Chair Omondi explained that it is not necessary to send all three because, for example, the first one can be rejected outright due to unjustifiably high administrative costs. Professor Lenz explained that the scenarios are there to show the different potential levels. The full-scale CELT is not going to happen to begin with, but it is a hope for the future. The idea is that we start with the smallest and work our way through the scenarios as the university grows. The reason that three scenarios were created, is that the committee has no idea on the funding that the administration is likely to make available for the centre.
 - Professor Hsieh suggested that it would be useful if more about the logistics of the centre were described in the proposal. Professor Pennings asked for clarification on "logistics". Professor Hsieh, gave the example of the mode of delivery, will sessions be held online or will they be integrated into our existing structure. Professor

Pennings stated that any workshops during the inter-sessions would likely be held online, while during the semester, they would be held in person.

- Professor Hsieh asked about whether objectives would be integrated faculty syllabi and whether faculty should be made to attend. Professor Pennings suggested that any participation or integration into syllabi should be made voluntarily by the faculty.
- Professor Hsieh asked to make a distinction in the questionnaire between online and in-person workshops.

Campus Environment and Faculty Welfare

- The CEFW are working to get the new faculty living guide created. Presently, not much progress has happened as Academic Affairs need more time. They are hoping to have an initial draft before the next meeting.
 - Chair Omondi - one option is to ask for Academic Affairs to send it part by part for your approval. That way you could get feedback from the senate to give to Academic Affairs and help create the whole document.
 - Professor Hsieh suggested the possibility of making the guide a wiki that the faculty can edit and maintain.
 - Chair Omondi asked that the CEFW have the IDA proposal in a form that can be voted on at the next meeting.

Academic Planning and Education Services

- The APES asked the Senate to vote on the issue of RAs having to pay tuition. Presently, they receive 70% of their tuition from the university and the proposal is to have this amended to 100%. The vote took place at 14:47. It passed unanimously.
 - Chair Omondi asked that the presentation given in the last Senate session be typed up and added to the recommendation before submission to the administration.
 - Dean Pak – will speak to the budget office about the proposal and then if everything looks good, he will speak to the leadership in the coming week.
 - Dean Pak spoke of the situation with TAs who are paid very well at Ghent and SUNY needs to try and align themselves to stay competitive. SUNY pays TAs 1,000,000 KRW for 8 months of the year. The aim is to increase the pay to 1,500,000 KRW and pay them for 9 months of the year.
- The APES looked further into the eligibility of SUNY Korea to join the private school pension fund.
 - Dean Pak stated that the Administration has already looked into this before. The case of Dalton School in Cheongra was being used as justification that SUNY may be applicable. However, Dalton was formed as a private school and not an international school, therefore their situation is different to SUNY Korea's. As it stands, SUNY Korea is not eligible to join the pension fund. Additionally, the private university group doesn't seem to want to allow SUNY to join and if it were to happen, SUNY would likely have to align the rules with theirs, such as the forced retirement age.
 - Professor Han, asked that the administration formally requests and then receives a formal answer.
 - Professor Ryoo - under President ChoonHo Kim, there was a taskforce that looked into this situation about seven years ago. At the time, they were told that SUNY Korea is not eligible.

- Professor Han asked that we ask again and get a formal answer, whether it be yes or no.
 - Professor Choi – SUNY Korea is outside the existing law, but they may be willing to change it for us.
- The APES looked further into a teaching award, and it seems that the preference is for it to be run by each department, due to the different teaching environments amongst them. Therefore, no proposal is needed.
 - Professor Houghton suggested asking for funding for each department.
 - The APES will suggest that any department who wishes to have their own award, do so with funds from their budget.
- The research webpage is being worked on, but it is likely some decisions will need to be made soon. Presently, the page shows only news on expenditure from the research support team. In the future, the hope is that it can be used to highlight news on research projects within the university.
 - Professor Hsieh suggested doing putting research news on social media.
 - Dean Pak – the External Relations team is responsible for the website, so if the Senate wants to request something, suggestions should be made to them. He will mention the issues with the research webpage to the leadership.

Ad Hoc Committee on AI

- 32 out of around 100 faculty members responded to their survey on the use of AI. The vast majority of the faculty are not early adopters in including AI in their pedagogical frameworks.
- The committee aims to add to the list of suggested practices that was distributed before the last session. A short document should be ready to be sent to all faculty by the fall semester.
- Results of the survey were sent to all faculty members at the university this week.
- Dean Pak asked about academic integrity issues. He mentioned that the English department has already experienced issues and that Director Oliga is working on a document outlining their approach to combating this.

Any other business

- Professor Hsieh – the Executive Committee was tasked with designing a faculty communication hub, which is now online, on Slack. The aim is to run it through Fall 2023 and see how it all goes. There will be themed discussions, open houses, when people can join and communicate live with each other on certain topics.
- Professor Ryoo – we created an IGC app for the students to be able to something similar, but the Students' Union removed the app, as they refused to pay the fees. If the Senate would like, we can use the app and would only need to pay the server fees.
 - Professor Hsieh said that it is not needed, as Slack is free, so we can just keep using it.
- Dean Pak – the school had a faculty outing to Gangwon-do. Everyone seemed to have a good time. The Edison Museum was excellent, and they are moving to Songdo. The university is engaging in conversations with them over possibilities of collaboration in the future.
- Dean Pak –the IGC research symposium will take place on May 22. He asked for everyone to participate. The IGC has extended the budget from 20 million KRW to 50 million KRW.

- Chair Omondi - At the next meeting, an election will take place to choose the next secretary and vice-chair. All new incoming senators are required to attend. Senators were asked to nominate their choices before the next session.

Adjournment

Chair Omondi adjourned the meeting at 15:47.