

 <p>Are Upstate Drive Innovation & Discovery Respect People Serve Our Community Value Integrity</p>		<p><i>Annual Upstate Faculty Meeting</i> <i>May 20, 2020</i> <i>Minutes</i></p>	
Time	3:30 – 5:00 p.m.	Attachments	<ul style="list-style-type: none"> ○ CGS Annual Report ○ CON Annual Report ○ CHP/Library Annual Report ○ SUNY Faculty Senate Report ○ UUP Report
Committee Support	Patty Gooden		
Location	Virtual		
Videoconference	Meeting held via WebEx		

Call to Order
<ul style="list-style-type: none"> • The meeting was called to order by Steve Glatt at 3:35 p.m. A few procedural items were discussed: <ul style="list-style-type: none"> ○ The meeting is being held via WebEx since it has a bigger capacity than Zoom. ○ Discussed general WebEx setup and participant information (i.e. chat, mute, etc.). • If anyone has questions during the meeting, please send a chat message to Matthew Capogreco. He will screen and send to Steve Glatt in an attempt to keep things running smoothly.

Invocation – Brigid Dunn, Chaplain
<ul style="list-style-type: none"> • Brigid Dunn provided a beautiful and uplifting invocation to begin the meeting.

Welcome – Mantosh Dewan, MD, Interim President
<ul style="list-style-type: none"> • Dr. Dewan offered many thanks to everyone for the hard work that is being done, especially in the past couple of months during this time of crisis. • Appreciation was expressed to the number of faculty who attended this meeting. Would like to see this kind of attendance all the time. • All students graduated on time which is great news. The virtual commencement was very nicely done. • We are still in the midst of the pandemic and have not reached peak as of this point in time. • We are moving forward but we have to continue to do things very, very carefully, i.e. be safe and still proceed to get work done. • Staff and faculty have been staying home to work and are holding down the fort. Employees should continue to work from home if they can as we need to be extra, extra careful. • The highest priority is to keep everyone safe. It is mandatory to keep a mask on, social distance, wash your hands frequently, and have absolutely no visitors. • By acting diligently, Upstate has only had 0.004% of infection among employees, with no deaths. • Research labs opened today at Weiskotten Hall and IHP, and additional screening has begun. Screenings will take place Monday through Friday from 6:30 am to 6:30 pm until further notice. Unfortunately, there have been reports of the screeners being treated disrespectfully with rude behavior. These people are Upstate employees who are volunteering to help Upstate remain a safe campus. Please be kind to screeners and follow their direction. They should be treated with safety, kindness, and respect at all times. • As a reminder, no homemade masks are to be worn inside Upstate facilities by staff or patients. All employees should be wearing the loop mask provided at entry points. Purchased masks will not be permitted as we are not able to verify if they are free of contaminants. • Through this crisis, we will build a better Upstate.

- Once we talk about reopening, Dr. Dewan feels very strongly that each lab, class, etc. be in charge of their own program as far as cleaning equipment, managing social distancing, etc.
- Dr. Dewan thanked everyone once again for the wonderful work that is being done.

Approval of 5/22/19 Meeting Minutes and 5/20/20 Agenda

- Minutes from the 5/22/19 meeting have been accepted and approved.
- The agenda for this meeting was approved as written.

Upstate Budget Report – Eric Smith, CPA, MBA

- Eric Smith provided a NYS Budget and Financial Update and NYS Executive Budget Highlights for 2020/2021.
 - Operations:
 - The State budget pre-COVID was passed.
 - \$43 million SUNY allotment remains flat.
 - Hospital receives zero dollars in State support so there is nothing more to cut.
 - No new positions as of this point in time.
 - Mandate in State spending has been rolled out.
 - We have built a financial plan for things like this and have been cautiously optimistic, which is helping us get through this crisis.
 - We are being generally cautious right now – slowing down spending and hiring.
 - Capital:
 - \$8 to \$12 million to renovate facilities. Working with construction on this.
 - Academic side: State approved \$300 million for academic: state \$200 million, campus \$100 million.
 - Hospital side: \$50 million for each SUNY hospital. Repay this debt through revenues generated.
 - Cuts could be on the way – mainly focused on the academic side but as of this point in time we don't know if this is going to happen.
 - Academic:
 - Enrollment remains stable.
 - We didn't have to issue any refunds since the academic year was completed.
 - There is still some uncertainty as the fall approaches as far as enrollment.
 - We are generating the tuition income that we should be.
 - Hospital:
 - Losses to bottom line due to COVID issues.
 - Loans and grant support have been helpful.
 - Most of the costs are in State accounts.
- “We will weather this storm.”

Faculty Council Re-Orientation – Steve Glatt, PhD

- Increase awareness and understanding of what Faculty Governance does:
 - The Faculty Council is an advisory body with a means of communication to represent all faculty.
 - The Faculty Council is comprised of several committees which are liaisons to administration.
 - The Faculty Governance model can be found at this link: https://www.upstate.edu/facgov/pdf/intra/council_18-19/3-18-19_faculty_governance_model.pdf
 - There are six or more meetings each year, and there is representation from all colleges and the library.
 - Senators/representatives attend SUNY wide plenaries (three meetings per year) to represent Upstate.

College of Medicine - Rich O'Neill, MD

- **Role of the Medical College Assembly Executive Committee (MCAEC).**
 - This committee is basically an “idea factory” and acts as a conduit for ideas from the faculty. When ideas are presented, the model is to consider, decide, and act upon the idea.
 - Rebecca Garden and Nienke Dosa have been linked with the group.
- **Highlights over the past year:**
 - Faculty surveys are sent out inquiring about what the MCAEC should focus on next. Once feedback is received, the items are prioritized.
 - The MCAEC had the intention to send a letter to the SUNY Chancellor supporting Dr. Dewan to become president since he is doing a great job as Interim President. There has been overwhelming support from the faculty for this, however, Dr. Dewan has to decide if he would like the position first and then the Chancellor can be approached.
 - A Research Task Force has been launched by the MCAEC.
 - It will be chaired by Dr. Stephen Faraone, a SUNY Distinguished Professor of Psychiatry. The Task Force will be collaborating with Dr. David Amberg, Vice President of Research, however, this is currently on hold. There has been a very robust response to make Upstate better with research.
 - Dr. O'Neill realized there is also another Research Task Force that was appointed by Dr. Dewan and chaired by Dr. Stephen Thomas with a top down perspective.
 - Dr. O'Neill had sent out an email to COM faculty asking their input on the research endeavor at Upstate and received a robust response. This will be shared with the Task Force.
 - Captioning has been set up for the MCAEC meetings. Rebecca Garden has been working with EdComm to make this happen. Hopefully this will branch out.
 - COVID related:
 - What are the needs to reopen Upstate? It was suggested that faculty concerns and concerns regarding reopening the campus be sent to Dr. Lynn Cleary. She will distribute information to relevant people.
 - Thank you to Dr. Dewan and the administrators. They have been amazing, hardworking, and very cooperative during this pandemic, which helps close the gap between faculty and administration.
 - We are very pleased that Dr. Dewan's primary concern is safety first in order to reopen.
 - Rich Veenstra and Steve Grassl have been in close contact with UUP regarding:
 - Workplace safety issues
 - Can employees be fired (“retrenchment”) as a result of COVID? Do we need to worry?
 - It has been stressed that we are the biggest employer with scientifically trained people in Central New York.
 - National Action Network/Syracuse City School District:
 - We looked into donating surplus computers to inner city students and residents. It was felt that we could follow this model to be a connector to the community which will provide a positive impact.
 - After checking with IMT, this effort was unsuccessful since all surplus Upstate computers were rehabbed for Upstate employees working remotely.

College of Graduate Studies – David Pruyne, PhD (full report attached)

- **Role of the Graduate Faculty Organization (GFO):**
 - Faculty assembly that is advisory to the Dean of the CGS.
 - Oversees design and implementation of graduate education, including didactic curriculum and research efforts of the students of CGS. Graduate Council, a representative subgroup of the GFO, directly advises the Dean on these areas.
 - GFO members serve as thesis sponsors of graduate students, actively participate in teaching

graduate level courses offered by CGS, vote on curriculum issues pertaining to the program in which they have primary membership.

- **What is the GFO?**
 - Faculty members with full-time primary appointment to a Basic Science Department.
 - Other faculty (for example, with adjunct appointment to a Basic Science Department) may join the GFO after nomination by a Basic Chair and approval by the GFO membership by vote.

- **Accomplishments of the GFO and CGS over the past year:**
 - Students of CGS:
 - Currently, 126 PhD students (including 19 new from Fall 2019), 5 MS students.
 - For 2020: 3 MS graduates, 11 PhD graduates, 2 MD/PhD graduates
 - Expected matriculation for Fall 2020: 16 - 19 students. Overall, application numbers were down, but this is consistent with what other schools are experiencing this year.
 - GFO Membership Expansion: 19 new faculty across ten primary departments joined the GFO since January 2019. This is the highest number in at least 10 years, of faculty looking to serve as thesis sponsors for graduate students.
 - Graduate Studies is fully staffed after a three-person turnover of personnel in Fall 2019.
 - Appointment of new MD/PhD Coordinator Dr. Amit Dhamoon.
 - Coordinated and participated in expanded Summer Undergraduate Research Fellowship (SURF) Program, with 30 undergraduate students mentored by faculty across all four Colleges and SUNY ESF.
 - Updated guidelines for qualifying examinations, including reducing size of Committee from six to five faculty.
 - Continued offering of nanocourses, and development of new ones, bringing total number now to 22. <https://www.upstate.edu/grad/curriculum/nanocourses.php>
 - Students participated in successful virtual Ross Memorial Student Research Day.
 - 8% increase in Research funding.

- **COVID-19 Adjustments to GFO and CGS Efforts:**
 - Converted nearly all spring classes to online format.
 - Research labs were put into hibernation, but we are starting a phase reopening this week.
 - Will continue with online classes, online theses defenses, and online seminars, with the hope of return in the fall to face-to-face classes with social distancing.
 - Search for Neuroscience Chair is active, but on a temporary hold.
 - 2020 SURF Program has unfortunately been canceled for safety reasons.

- **Upcoming business for the next year:**
 - Elect new GFO officers for three-year terms.
 - Revision of the foundational curriculum for CGS students, to update content, methodology of teaching, and scope of curriculum.
 - Consideration of converting Physiology, PhD program into a Vision Physiology Program, based on Upstate's strong expertise in this area.

College of Nursing – Carol Anne Kozik, DNS, FNP-BC (full report attached)

- **Role of the CON Assembly:**
 - The purpose is that in a Shared Governance, the faculty is responsible for curriculum and ensuring students meet the criteria for graduation.
 - Is a means for all members to exercise their right and obligation to participate significantly in the initiation, development, and implementation of educational policies and programs at the CON level and the university as a whole level.
 - Responsible for the conduct of the college’s education, research, and service programs.
 - Provide the means for fulfillment of the responsibilities of all members as stated in the Bylaws of the Assembly, Upstate Faculty and Faculty Council, and in the policies of the Board of Trustees.
 - Provide a means for formal channels of communication among members of the Assembly.
 - Act in an advisory capacity in all works that were once the former faculty assembly.
- **Highlights of the CON Assembly over the past year:**
 - Have had 7 faculty leave over the past year; another faculty leaving in July.
 - There were 4 hires and interview for tenure track position ongoing at the present time.
 - Revised/reviewed programs:
 - Revised MS program
 - Revised BS-DNP program for submission to the state
 - Reviewed DNP program
 - Reviewed BS program and updated policies
 - Developed and initiated workload policy
 - Developed and revised advisement policy to streamline registration and advising process
 - There are currently three grants up and running.
- **Upcoming business for the next year:**
 - With COVID present, creative alternatives will take place for clinicals and teaching – much of the programs are online.
 - The CON has approved new and updated curriculum for the BS to DNP program during the academic year. Faculty are in the process of revising curricula that will be sent to SUNY and NYSED for approval of the revision prior to starting the program in 2022.
 - The CON is seeking better marketing methods for fully online programming to increase enrollments in those programs.

College of Health Professions/Library – Wendi Ackerman, MLS (full report attached)

- **CHP Curriculum Updates:**
 - Spent much of the spring moving CHP courses and Library services online.
- **CHP highlights:**
 - Accreditation was reaffirmed for the PT, Medical Technology and Biotechnology programs.
 - Respiratory Therapy program developed a four-course microcredential for post-acute respiratory care. Will be available to current students and practicing respiratory therapists beginning in 2021.
 - CHP has a longstanding post-baccalaureate program for underrepresented and/or disadvantaged students seeking admission to the COM but needing an academic boost in the sciences.
 - Commencement was held virtually on May 1 followed by a CHP post commencement virtual reception honoring 173 graduates that evening.
- **Library Highlights:**
 - The library plans on reopening on July 6.
 - Implemented a CLRC health program for local hospitals.

- COVID-19 response:
 - E-resources for online learning
 - Virtual reference services
 - Comprehensive subject guide
 - Literature expertise
 - Partnered with other libraries to 3D print 1,000 face shields.
- SUNY Open Access Repository (SOAR)
- **Awards**
 - Abigail Smith (Systemic Review), co-author
 - Nicole DeRosa (Medical Technology), NIH03 Award
 - Amy Craig (Behavioral Analysis), 2020 American Psychological Association's B.F. Skinner Foundation New Researcher Award
- **Upcoming business for the next year:**
 - 2020-2021 Bylaws Update

SUNY Faculty Senate Report – Pam Youngs-Maher (full report attached)

- **Role of University Faculty Senate (UFS):**
 - Promote policies in the SUNY System, shape policies, serve as a liaison and communication link between campuses and the SUNY Chancellor.
 - Upstate's Faculty Council is the faculty governance body for Upstate Medical University.
- **Membership:**
 - Faculty and/or professional staff elected from each of the State operated campuses (formula).
 - Staggered terms, annual election.
 - To run for senator, you must be a voting member of the Upstate Faculty or a non-faculty professional staff member for a minimum of 12 months.
- **Sectors of UFS:**
 - University Centers
 - Health Science Centers
 - Comprehensive Colleges
 - Specialized and Statutory
 - Technology and Agriculture
- **Work of UFS:**
 - UFS holds three sector meetings and three plenaries each year.
 - UFS has two officers (Gwen Kay is President from Oswego, and Keith Landa is VP/Secretary from Purchase).
- **Major Accomplishments: (Fall 2019, Winter and Spring 2020)**
 - SUNY Online, focus of UFS and UUP
 - Gen Ed Task Force formed
 - Seamless transfer
 - Presidential searches
 - Student mental health and wellness
 - Health Science Sector
 - Resolutions:
 - Campuses to establish EID Committee, annually affirm EID values
 - New contract with Elsevier
 - Policies on investigations on research misconduct
 - Advocacy for SUNY budget

- Major revision of bylaws and standing rules (basically overhauled)
- **Business, Priorities for the 2020-2021 Year:**
 - Some items from 2019-2020 will carryover – COVID-19 put much on hold.
 - UFS standing committees:
 - Communications
 - Equity, Inclusion and Diversity
 - Ethics and Institutional Integrity
 - Governance
 - Graduate Academic Programs and Research
 - Operations
 - Programs and Awards
 - Student Life
 - Undergraduate Academic Programs and Policies

Faculty Council Report – Steve Glatt, PhD

- Thank you was expressed to staff and faculty for all of their help with the Faculty Council.
- **Presidential Search:**
 - The presidential election process is moving forward.
 - Assemblies are working on electing members for the committee.
 - Significant work is going on behind the scenes to move the presidential search moving forward.
 - One challenge has been how to define full-time teaching faculty—who will be eligible to sit on the search committee.
 - Steve Glatt has decided that he will take the CGL seat on the committee.
 - Hopefully within the next couple of weeks people will be appointed.
 - Dr. Dewan had a conversation with the University Council Chair and asked to have a special meeting about our request for four additional seats on the search committee (diversity, UUMAS, nursing staff, and medical staff representation).
 - For the presidential search, the Upstate Council reports directly to the Chancellor. Appropriately, the local president does not have any voice in this.
- **Online Accessibility:**
 - Best practice is to continue to provide online access.
 - Meetings are better attended online.
- **Upcoming business for the next year:**
 - Schedule faculty forums in the next academic year.
 - Finalize policy on emeritus status. Proposal to be presented at the SUNY level.
 - Continue representing Upstate Medical University.

UUP Report – Rich Veenstra, PhD (full report attached)

- **Role of UUP:**
 - UUP is a Collective Bargaining Unit for faculty.
- **Accomplishments during the 2019-2020 year:**
 - DSH funding advocacy trip (September 2019)
 - NYS senate public hearings, SUNY Oswego Syracuse Campus (October 2019)
 - Salary and compression analysis distribution
 - Discretionary salary increases

- **COVID-19 Related:**
 - UUP is engaged in ongoing discussions with the Governor’s Office of Employee Relations (GOER) and SUNY to address members’ concerns and reach agreements on terms and conditions related to SUNY’s COVID-19 response.
 - Statewide telecommuting policy (extended to 7/17/20)
 - Tenure clock memorandum of agreement (MOA)
 - Holiday leave MOA (until 12/31/20)
 - Intellectual property protections
 - UUP retrenchment nonrenewal Q&A
 - UUP Exclusivity Agreement
 - Addressing health and safety issues
 - Fighting for additional compensation
 - Addressing childcare needs for essential healthcare staff
 - Protecting the exclusivity of our work

Old Business

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| <ul style="list-style-type: none"> • None |
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New Business

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| <ul style="list-style-type: none"> • None |
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Open Forum

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| <ul style="list-style-type: none"> • No Open Forum due to time constraints. |
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The meeting adjourned at 5:08 p.m.