

Re: Information for the minutes

HARRIET.FAYNE

Sent: Tuesday, December 06, 2016 6:50 PM**To:** JUAN.DELACRUZZ

Juan: Here is my synopsis. I organized my report as an update on actions aligned with objectives established at the beginning of the academic year.

Objective: *Create work flow procedures that increase accuracy and timeliness and reduce redundancy and confusion*

The weekly Office of the Provost curated email will foreground important events/reminders and reduce the number of campus-wide emails.

Objective: *Bring closure to a select number of initiatives that have been in the works for more than one academic year*

The following three initiatives will be brought to closure by the end of the 2016-2017 academic year: 1) revised online course evaluation; 2) revised annual faculty evaluation form; and 3) prioritization (documented in status reports distributed through the Office of the Provost curated emails and posted on the Prioritization web site).

Objective: *Design action plans (with attention paid to opportunity and affordability) for new, high profile programs and academic units*

The Master of Science in Organizational Leadership (MSOL) has been submitted for final review to NYSED. This program, housed in the School of Education, will involve faculty from across the campus, particularly faculty in the Business and Economics Department.

The Computer Science/Mathematics Transition Task Force is working on details that will determine how we will create two distinct, distinctive departments.

The Office of Online Education will be offering stipends to 20 faculty members who will participate in intensive instructional design training beginning in Spring, 2017.

Objective: *Operationalize ways to address persistent and critical institutional needs*

Drs. Fayne and Porock will be holding open office hours in Carman Faculty Lounge on December 5th and 8th to discuss ways to restructure academic affairs.

Objective: *Enhance campus climate by promoting a sense of agency among faculty and staff*

The Office of the Provost will sponsor a full day faculty retreat on Monday, January 23 at Wave Hill. The 100 slots will be filled on a first-come, first-serve basis. Break-out sessions will focus on: Reimagining Research and Scholarship; Assessing and Improving Student Writing; and Mentoring as a High Impact Practice.

From: "JUAN.DELACRUZZ"

Date: Tuesday, December 6, 2016 at 5:15 PM

To: "PRESIDENT.OFFICE", Niki

Cc: "VINCENT.PROHASKA"

Subject: Information for the minutes

Dear President Cruz and Provost Fayne,

I hope this e-mail finds you well.

We experienced technical difficulties with the recording device during the General Faculty meeting. I would like to request your assistance to write the minutes.

Would you be so kind to share any material that you presented during the meeting? A statement, power point or an abstract of your presentation would be very helpful.

I very much look forward to your response.

Juan J.

<http://www.lehman.edu/academics/economics-business/faculty-delacruz.php>