



TO: Faculty, Staff and Administrators
FROM: Carla Mandell
Executive Administrative Assistant, Office of the Provost
RE: October 21, 2014 Faculty Meeting Minutes

Approval of the Agenda

Prof. Howard called the meeting to order on Tuesday, October 21, 2014 at 12:32 p.m. in the Kanbar Performance Space. Dr. Howard explained the new process of using Adobe Connect for remote faculty. Microphones will need to be used.

The agenda was approved.

Approval of the Minutes of the September 16, 2014 Full Faculty Meeting

Prof. Howard asked for any corrections to the minutes of the September 16, 2014 faculty meeting; no corrections were made, thus, the minutes were approved.

Reports of the Provost / Dean of Faculty

Provost

Provost Randy Swearer

Dr. Swearer discussed the first faculty social held in September in the Nexus Learning Hub. He invited everyone to the next social at the Design Center on November 18th.

Dr. Swearer offered thank you to Pat Thatcher and the Middle States Steering Committee. Thanking everyone for the hard work to push to get to the Roadmap.

Dr. Swearer announced the lecture and workshop based on International Education on November 4th. Email was sent on October 20th.

Faculty Voices

Dr. Howard invited faculty to share their thoughts.

Prof. Pastore mentioned a concern regarding double charging students for short courses and the faculty time. Beth Shepard-Rabadam clarified there is a short course fee and then expenses related are charged. The Provost's office and Prof. Tiemeyer will be meeting to discuss this issue.

Faculty Council

Dr. Nancy Howard

Dr. Howard announced that in November there will be a forum on the 4th Tuesday to speak to representatives in a smaller forum bringing faculty concerns.

Reports of Standing Committee:

Academic Opportunity & Oversight

Prof. Rob Fryer

Prof. Fryer asked the committee members of the AOO to stand to be identified. He shared a PowerPoint presentation discussing what the AOO does and the process for new courses they follow. Programs

follow a more in-depth process, involving more campus community members. Discussion on the length of time this process could take.

Academic Resources

Prof. Jeff Ashley

Prof. Ashley introduced his committee and announced that they have a student representative joining the committee this year. He introduced the sub-committees and what the UARC does. He shared a PowerPoint presentation describing the charges of this committee. He explained they are a recommending committee not a voting committee. He asked faculty to see their chair if they have questions or concerns.

Personnel

Prof. Valerie Hanson

Prof. Hanson asked her committee members to stand up and she introduced them. Charges for the committee can be found in the Faculty Manual. She discussed the overall groups of charges for the committee. She also shared that the UPC is working with the Provost's Office on the Faculty Manual providing recommendations and collecting feedback. The committee is working on identifying and collecting questions and concerns on the dossier process. Feedback is always appreciated. The committee is also writing a policy & procedures manual this semester as well as dossier guidelines for tenure. Questions from the audience were responded to.

Student Experience

Prof. Carol Hermann

Prof. Hermann asked her committee members to stand. At the last committee meeting 14 students attend. More students are invited to attend. A PowerPoint presentation was shared indicating their committee members, what they do and their 2014-15 agenda items. They are discussing students who leave and return to the university and the policies involved.

Teaching, Learning & Assessment

Prof. Barbara Kimmelman

Prof. Kimmelman co-chairs with Pat Thatcher. She asked her committee members to stand. A PowerPoint was shared identifying members of the committee and a description of what this committee does.

Shared Governance

Dr. Nancy Howard

Dr. Howard is going to postpone this report to the November meeting.

Special Reports:

Unfinished business

None

New business

AOOC Motion

Prof. R. Fryer

Prof. Fryer presents a motion to make changes to the Organization of the Faculty Document. There are a variety of changes both small and large. A PowerPoint was presented highlighting these changes and summarize the motion. This motion was originally brought in May 2014 did not have enough votes. Motion was approved and seconded. The voting process will be done online. 2/3 voting faculty are needed to approve. Prof. Pastore provided background information on the oversight of not noting the voting process being left out of the Organization of the Faculty. Discussion pursued on thoughts about what rules will be followed in the interim of no voting process rules. Prof. Howard asked everyone to go back and vote, allowing 2/3 vote to take place.

Faculty Manual Revision Update

Beth Shepard-Rabadam

Beth is joined by Susan Frosten and Mary Clare Venuto. She thanked UPC for their help in gathering the comments from faculty. The process and timeline of work since the draft to the faculty in August. A meeting with the Provost and UPC will take place later this week and another draft will be sent in the next few weeks for comment. Susan mentioned what the two main concerns of the UPC are the title of the renewable contract and the term "practice". The second item is the question surrounding the peer reviews in the dossier review process. The timing and access of this information.

Costume & Textile Collection Access

Marcella Milio

Marcella introduced herself as the Curator of the Costume & Textile Collection. A PowerPoint presentation was provided to give an overview of the collection. She wanted to share how to incorporate the collection in the classroom. The collection should be looked at like an extension of the Library's Materials. Examples were provided of how the collection is currently being used and suggestions for additional uses.

Adobe Connect Update

Prof. Nancy Howard

Prof. Howard gave an update on the pilot and thanked those involved. She invited faculty to give suggestions and feedback. The meetings are also being recorded for listening to post meeting.

Report of the President

Dr. Stephen Spinelli

Dr. Spinelli gave an overview of number of events that have taken place on campus so far this semester, Nexus Maximus, Trustee Advance, Capital Campaign Celebration. Capital campaign will continue. Enrollment management will continue to be a focus, great leadership from Christine Greb and great partnership from the faculty. Nexus learning hubs will continue as well. Showing alums these classrooms and encouraging them to support. Faculty feedback has been positive and great leverage can be taken from it. Ravenhill will be a living and learning space. Term chairs will also be a continued push. There are 8 term chairs to date. Scholarship levels are another focus for this year. There are several special initiatives including the expansion for Hayward Hall for CSHLA as well as the Fashion & Textiles Futures Center.

Questions taken from the audience.

Announcements:

Karen Albert announced the library's new web page and the Summon resource page. Instructions how to link out from Blackboard to library resources. An email with this information will go out this week.

Evan Laine announced that Nov. 7th is Law Day, sponsored by the Specter Center. There will be special guests attending activities throughout the day's activities.

Barbara Klinkhammer reported there was a very successful visit for the Landscape Architecture accreditation. Barbara thanked Kim Douglas and Claudia Phillips.

Adjourned at 1:49 pm.