

COLLEGE OF ARTS AND SCIENCES

FACULTY COUNCIL MEETING

OCTOBER 17, 2011

**PRESENT:** Michelle Bombaugh, James Cavendish, John Cochran, Julie Harmon, Richard Manning, Adriana Novoa, Robert Potter, Christine Probes, Philip Reeder, Kristina Schmidt, Mary Sweely, Allison Cleveland-Roberts

**ABSENT:** Joseph De Salvo, Eric Eisenberg, Cheryl Kirstein, Kelly Page Werder, Hari Srikanth

- I. Meeting called to order.
- II. Minutes of September 19<sup>th</sup> meeting were approved.
- III. Dean's remarks-Dr. Potter spoke briefly about the assessment of certificates. He stated that these programs could be changed to an undergrad minor. SACS is requesting a letter by December showing where we are at in our assessment.  
He also stated that down the road a Learning Outcome Program assessment may be required for On-Line Classes.  
Dr. Cochran stated that Tenure & Promotion is underway.
- IV. Election of Student Alternates for Committees: Shelly Marc/Political Science and Carline Orelieu/Health Science were unanimously approved by the Council to serve on the Academic Grievance Committee.
- V. Fall Assembly: Topics for Dr. Eisenberg and Dr. Holbrook to discuss at the Fall Assembly were requested by Dr. Manning. Several issues were brought up. One was that grant applicants receive no response/feedback from the Research Office once grant applications are received. Another was that the Research office seems not to recognize all awards. Another set of issues concerns infrastructure development and technical support for the sciences: we are making excellent hires and providing good start –up support, but do not have the infrastructure and technical support to sustain faculty research in the long run. Dr. Manning agreed to ask Dr. Holbrook to speak at the Assembly about future plans for infrastructure development and faculty research support.  
Dr. Manning will speak with Dr. Eisenberg about sending e-mail to all faculty asking their input on the issues they would like the Dean to address at the Fall Assembly.
- VI. External letter policy: Dr. Cavendish stated that after reviewing the Chronicle of Higher Education that there do not appear to be any systematic studies of the costs and benefits of preserving the anonymity of external reviewers who agree to write letters for candidates seeking tenure and promotion. Again, there were several views on this subject and further research will be done by the Faculty Council members.

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- VII. Writing Center: designing a survey-Dr. Chris Probes handed out a proposal from Dr. Hunt Hawkins who has been working on this issue for a while. This proposal was drafted by Pat Mahr, the Director of Learning and Tutoring Services and will be sent to the Provost Office. Dr. Schmidt brought to the attention of the council the need for Scientific Writing. Dr. Allison Cleveland-Roberts stated that there was an on-line program called Smart Thinking that the students could use as a tool through their Blackboard accounts. Dr. Manning agreed to contact Dr. Hawkins to see how he would like the Council to elicit faculty support for the proposal.
- VIII. Old business: Tasking the Diversity Committee: Several issues were brought to the table that the Diversity Committee could tackle. The Diversity committee has of late simply done surveys. Dr. Manning brought up issues concerning the possible granting of waivers of advertisement on the basis of misinformation about minority and female representation among faculty units. Dr. Cochran remarked that the information is kept centrally rather than by College. Dr. Manning replied that it is nonetheless important to the College that EEO and other equity in hiring matters be based on correct information and that the Diversity Committee could play a useful role in making sure that this is done. Dr. Manning will address the committee concerning these issues as well as proper searches and CIP codes.
- IX. Old business (a) central scheduling/classroom- regarding a suggestion of e-mailing the chairs for their input, Dr. Cochran stated that Dr. Eisenberg would like us to wait before doing so. (b) Faculty Fellows Program-Dr. Manning to speak with Dr. Eisenberg on these issues for his input.
- X. New business-no new business.
- XI. Meeting adjourned.