

Arts & Sciences Council Meeting Minutes
Monday, Sept 19, 2016, 3:30 p.m.
Drake Room, Olmsted

Members Present: Tran, Christensen, Urness, Courard-Hauri, Kalmanson, Tran-Johnson, Freeman-Miller, McAlister, Kliethermes, Harvey, Lenz, Valdovinos

Recorder: Kayla Jenkins

1. Call to order and approval of minutes
 - a. Minutes approved unanimously
 - b. Current members absent: Haedicke, Brown, Cravero
2. Report from the Dean
 - a. A&S Picnic will be a source of discussion later-had 60% of last year's attendance
 - i. Do we want to continue it?
 - ii. How do we change it to make it better?
 - b. Gifts
 - i. \$20k gift for chemistry-mostly to student undergrad research
 - ii. \$200k gift to purchase new equipment for new labs
 - c. Tomorrow will receive notice for Tuition Guarantee for 17-18 incoming students. Please review for visiting students. This is an important move for the University
3. Report from Student Senators
 - a. Introductions to stand-ins: Nina and Jackie
4. Course Approval out of Curriculum Committee
 - a. New Courses for approval: ART 99, ART 185, CS 190, ENG 80, MATH 130, SPAN 155, WLC 147
 - i. Concerned about ART 185 credits
 1. If it's not a studio course, why is it 4 credits?
 - a. Overload of reading
 2. Reading amount not delineated, how much is an overload?
 3. What precedence does this set for other courses with high reading load?
 4. Approved for 3 credits, submitter may resubmit for 4 credits with more information
 - ii. All new courses approved unanimously with amendment to ART 185
 - b. Course Changes for approval: INTD 040, POLS 185, THEA 067T
 - i. All course changes approved unanimously
 - c. International Course for Re-approval: BUS/HIST/HONR 67
 - i. Existing course, just needs re-approval for the International Center
 - ii. May need an international re-approval submission form in the future
 - iii. Course re-approved unanimously

5. Discussion: Possibilities for setting Council schedule in Faculty Handbook (see attachment: current handbook language)
 - a. Hard to set Council meetings around other people's schedules. Proposing to have meetings on a set day of the month and time. Council members would work their schedule around the meetings
 - b. Elections
 - i. Are beginning of February with class schedule due by the end of February
 1. As long as schedule is completed by the time it is visible to students, changing the schedule would be fine
 - ii. If member is unable to attend (due to non-flexible schedule), they can decline and a new member elected
 - c. Date proposal: 3:30 on Mondays on the 3rd Monday of each month-all agree
 - d. Chair will write up proposed language for next meeting
 - i. Requires 2/3rds vote in Council and then has to be approved by Faculty
6. Changes to Faculty Handbook regarding Teacher of the Year Selection process (see attachment: current handbook language and proposed language).
 - a. Last year's Teacher of the Year committee proposed changes to the process per Interim Dean Summerville's request
 - b. Questions about proposal:
 - i. Item g: current handbook has no criteria for ToY, has examples
 - ii. Item f: conflict of interest section: make sure student committee members weren't recommenders.
 1. Should student committee members who have had classes with the professor be excluded?
 - iii. Item a: reword "and two students"
 1. Nominations: whose responsibilities is it to get student information
 2. Chair is not part of the current proposed process
 - a. Should summarize student evaluations
 3. Maximum # of letters for students-up to 5 letters
 4. Nomination form is not part of final portfolio
 - c. Revisions
 - i. A) dangling participle
 - ii. B) no revisions
 - iii. C) updates: 2-year nomination
 1. Language: All non-winning nominations will be considered for one additional year. Those who do not want to be considered or update their materials may contact the committee chair by February 15th.
 - iv. D) No revisions
 - v. E) Chairs' summary of evaluations-current language from handbook
 - vi. F) no revision
 - vii. G) no revision
 - d. Chair will retype for approval. Tabled for next meeting

7. Discussion: Report from Chair on Cabinet Discussion on Ad Hoc Mentoring Group report (see attachment) in conversation with Diversity Committee Proposal to Improve Recruitment and Retention of Diverse Faculty (see attachment).
 - a. Created for support for pre-tenure faculty
 - b. Ad Hoc committee was to ask for needs from current faculty
 - i. Doesn't mention diversity as much as expected from original document
 - c. Planning on having meals for new faculty to have informal conversations at least for this year, approved from Cabinet.
 - d. Initial Conversation:
 - i. Diversity Committee response
 1. Missing a lot in the ad hoc report
 2. Mentor shouldn't be in supervisory role
 3. No mention of budget in ad hoc report
 4. Workload isn't as discussed in ad hoc "invisible labor"
 5. Liked the idea for promotion of Provost funds for national mentoring
 - ii. Need data on how retention happens in other institutions
 - iii. Pilot program until new Diversity program is in place
 - iv. Need an in-house mentoring program with additional support from University.
 - e. Table until next meeting
8. Adjournment

Next Meeting: Monday, October 24th at 3:30 p.m.