**A&S Council Meeting Notes**

**Monday, Nov 16, 2020**

**3:30 pm** [**Virtual**](https://drake-edu.zoom.us/j/88938443277)

In Attendance: McCrickerd, Mori, Crowell, Newman, Allen, Nachtman, McCarthy, Huey, Luttrell, McCoy, Klinge, Kaplan

**Call to Order**

**Approval of Minutes**

Wednesday, October 19, *see attachment*

* + Approved unanimously

**Report from Council Chair**

* Dean’s Evaluation; have a team (Vitha, Craig, Clapham) to create the survey for faculty to fill out. The evaluation team will also speak with staff and students about the Dean.
* Next meeting will talk about requirements for Stalnaker Lecture and TOY nominations
* Course cap policy may need to start with the department chairs

**Report from Dean**

* Starting to make job offers, working on interviews for the new candidates. Want to increase the diversity of campus; the search chairs go through training, positions aren’t necessarily being offered to diverse candidates in the final stages. Would like to prioritize diverse candidates for job offers
* Admissions funnels have started to be distributed weekly. The challenge is predicting attendance and all events are virtual. Currently up this year from last year.
* Low-enrolled courses are under high scrutiny and will be reaching out to reorganize the spring semester.
* Question to the Dean: Athletics had a new schedule for their athletes, now have a block, faculty didn’t know when creating the schedule. Why were faculty not informed.

**Report from Student Senator**

* Changing how student organizations are approved. Will have a student organization committee with faculty members and criteria.
* Looking at the budget, large surplus budget since organizations aren’t spending money, trying to determine where the funds are going.
* Working on a newsletter for A&S students.

**Report from Committee Chairs**

* Tech Committee-Working with faculty who are using too much on storage on Blackboard. Laptop kiosks are not working yet in Meredith. All students in the dorms have access to Ethernet, they have to request to activate them. Ask ITS to limit the amount of hurtles that they have to go through.
* Academic Integrity Committee-
* Diversity Committee-Create a draft of Diversity/Equity/Inclusion plan, host zoom discussions related to specific topics for faculty/staff/students

**Curriculum Committee Recommendations**

* **New Courses**
  + ART 082
    - Discussion: why is it labelled as lecture and lab, single course
    - Approve unanimously

**Vice-Chair as Ex-Officio**

“The Vice-Chair will serve as an ex officio member to Chairs’ meetings to facilitate communication between Chairs of Departments and Council”

* + Approved unanimously by Council.
  + Will need to go to vote by faculty to be included. Added to 1.4.3

**Proposal for Changes to Dean’s Presence in P&T**

* Proposal #2
  + Does the Dean need to be there?
    - Questions: Is there a legal issue with the Dean not being there in terms of records of the discussion?
  + Approved; 12 to 1
  + Language: “Each academic year, the Dean shall call an initial meeting of the P&T Committee to elect a committee chair, to review procedures, and to outline the committee's workload. The Committee may request the Dean attend any particular meeting for the purpose of asking questions or any other reason.  The Dean may, after receiving the Committee’s recommendations, request a meeting with the Committee to ask questions of clarification or context.”

**Priorities to Focus On:**

* Course Evaluations
* Responsibilities of Chairs/Evaluation of chairs

**Adjournment**