

2018-9 College of Arts and Letters Faculty Council

Meeting Minutes

November 13, 2018

I. Call to order: Seventh meeting of the 2018-9 council called to order 4:05 p.m., SU 2591.

II. Roll call

Present: Alam, Baltus, Benton, Black, Christman, Coulter-Harris, Coventry, substitute for Cox, Day, Egan, Emonds, Fitzgerald, Forte, Foss, Kistner, Lingan, Lundquist, Nemeth, Padilla, Piotrowski, Rouillard, Sakowski, Sapci, Smith, Srinivasan, Taylor, Thompson-Casado, Wu

Excused: Barnes

Absent: Allred, Brakel, Caceres, Beatty-Medina, Ferris, Mezo, Miner, Reising (for Mattison)

Non Voting: Case, Hintz

Quorum was present.

III. Approval of Minutes & Agenda

Minutes of the October 16 session were approved with one amendment. Christman should be listed as present. Taylor made a motion to alter today's agenda, because of the absence of Brakel and Dean Gilbert: faculty senate report from Rouillard and no dean's report. Motion passed. Revised Agenda was approved.

IV. Committee Reports

Executive Committee: Jami Taylor

Taylor reported on the meeting of the Executive Committee held earlier the same day. The committee reminds council reminds faculty to vote on the constitution by 5 p.m. tomorrow. If the constitution passes, as Executive Council expects, the committee will begin work on revising the bylaws to make them conform to the constitution. Kristen Keith, no longer eligible to serve on CCAP, was replaced by Jetsa Caceres.

Ed Lingan was called up to report on revisions to the college elaborations on Promotion & Tenure. See the "Old Business" section below. After old business was completed, Committee Reports continued.

Elections Committee: Ally Day

As noted, a CCAP member was replaced. But a Graduate Council representative still needs to be chosen, Reminder that the constitution voting ends at 5 p.m. on November 14, 2018.

Curriculum Committee: Ally Day

The committee is scheduled to meet next Friday, November 16 at 2:30, but World Languages reps noted a time conflict. We will check with Brakel about a different time.

Graduate Council: Tina Fitzgerald

Fitzgerald reported for Lundquist. Jerry Van Hoy will attempt to find a different meeting time for Grad Council. Also, the council is looking into a possibility of a parental leave policy for graduate assistants. Grueten had reported that enrollment was behind last year. Investigation of the graduate assistant allocation is in process. Data collection on stipends is sought, with the viewing of raising them to match other institutions. Also, they will check to see if conversion of unused tuition waiver funds could possibly be turned into stipend funds. Grueten asked for assistance in a strategic plan for the graduate college, specifically on how to increase enrollment. Solicited suggestions revolved around issues of money, diversity, and bringing potential students for campus visits.

Faculty Senate: Linda Rouillard

Rouillard reported that updates on the IRB Manager were explained at Senate. Approval for a minor in data analysis passed—in financial data analysis, not the data analysis previously discussed in the CAL council. Reduction of required credit hours for graduation in biochemistry was also approved.

V. Old Business

Elaborations Update: Lingan

Copies of the new version of the college elaborations were distributed electronically to council members. Lingan identified three instances of language change that he felt needed council approval. These included changes in wording on lines 359 and 383. Motions to approve and voting were in favor. Discussion of line 305, regarding the “Statement of Expectations” included in the Appendix, focused on the fact that it is not included in the CBA, yet many departments continue to require them. Motion was made to remove the Appendix and any references to it in the elaborations. Further study needs to be done to see if statements of expectation should continue in use in those departments where they exist. Lingan took the approved changes and will present a final version for voting at the November 27 meeting of council.

VI. New Business: No new business.

VII. Announcements

Some upcoming events for the week were announced, such as a movie showing of “All Quiet on the Western Front.”

VIII. Adjournment Motion to adjourn at 4:55 PM

Minutes submitted by Michael Piotrowski, council secretary. Send amendments / corrections to michael.piotrowski@utoledo.edu.