Call to Order: Chair Ausman called the meeting to order at 3:30 pm.

Roll Call:
Present: Justen Renyer (ART), Andrew Doust (BOT), Ramesh Kaipa (CDIS), Kevin Ausman (CHEM), Blayne Mayfield (COMSC), Rich Frohock (ENG), Susana Perea-Fox (FLL), Hongbo Yu (GEOG), Rick Rohrs (HIST), Bobbi Kay Lewis (MSC), Babu Fathepure (MICRO), Jeff Loeffert (MUSIC), Scott Gelfand (PHILO), Flera Rizatdinova (PHYSC), James Grice (PSYCH), Rick Rohrs (HIST), Bobbi Kay Lewis (MSC), Babu Fathepure (MICRO), Jeff Loeffert (MUSIC), Scott Gelfand (PHILO), Flera Rizatdinova (PHYSC), James Grice (PSYCH), Michael Long (SOC), Carla Goad (STAT), Judith Cronk (TH), Andy Dzialowski (ZOOL).
Guests: Dean Bret Danilowicz, Associate Dean Bruce Crauder.

Special item: Election of ASFC Secretary—Susana Perea-Fox was asked to serve for this meeting.

Approval of the Minutes of the November, 2012 Meeting: Minutes of the meeting of Nov. 7, 2012, were approved.

Approval of the Agenda: The meeting agenda was approved.

Reports of Standing Committees:
College Policy and Planning (Rizatdinova): Still working with OSU Institutional Research to collect data on peer institution comparisons for benchmarking of class sizes by department. Ausman recommended that Rizatdinova use the rest of the committee supporting her with research and data collection.
Curriculum (Goad): The A&S College/Departmental Requirements will include History with an H designation starting Fall 2013.
Rules and Procedures (Mayfield): The Procedures for Selection & Reappointment of Unit Administrators and Advertising and Awarding ASFC Junior Faculty Award to be used next year were distributed.
Scholarship (Cronk): Applications are online but the Committee has to wait to start distributing them because they are waiting for legal counsel due to the changes on affirmative action that may affect some applications. The review of the applications will start mid-February.

Report of University Faculty Council Liaison Representative (Lewis): At the last meeting of the University Council the Provost passed out a copy of a revised job description for the Assistant Provost for Online Learning position. They also talked about the possibility of hiring up to 50 more faculty members to keep up with enrollment. The Faculty Committee is revisiting the issue of Appendix E of the Faculty Handbook. This is regarding how to handle grievances.

Old Business:
(a) Vice Chair Lewis (ASFC webmaster) has our website up and running!!!
(b) The Unit Head Search and Reappointment Procedures were approved.
(c) The Dean’s Life Sciences Reorganization overview of the decision-making process was
moved to the end of Old Business.

**Dean's Report:**

The Dean’s planned walkthrough of the College budget will be 15 January at 4:00 PM, location to be announced.

Nomination for Staff Council members are due December 15.

A subcommittee of deans is reviewing proposed modifications to the 1984 Policy Procedures to Govern Workload Assignments of Faculty Members.

Dean’s office is creating a set of Departmental Metrics that will be sent in March to all departments.

About the Renovations Budget, Dean Danilowicz said that some departments still are getting quotes for their renovation projects.

Dean Danilowicz talked about the Life Sciences Reorganization plan. He explained that because of low undergraduate and graduate enrollment numbers in the Botany department there is a need for reorganization. This reorganization, that includes the Botany, Zoology and Microbiology departments, will eliminate the Botany department. Danilowicz acknowledged that some mistakes were made in the process, but insists that the reorganization is necessary. No Botany faculty member will lose his/her job, but they will have to choose to join one of the other units. If someone does not feel part of either of those two (new) units, he/she could move to another College such as Agriculture, for example.

**New Business:** Chair Ausman conducted the following new business:

a. The ASFC Task scheduling proposed by Ausman will be followed and added at each ASFC meeting.

b. Committee or Task Force changes. The supporting information for the Centers discussion will begin at the January meeting.

**Secretary's Report of ASFC Recommendations to the Dean:** none

**Announcements:** The next meeting will be at 3:30 Wednesday, 9 January, in SU 280 (Sequoyah Room).

**Adjournment:** The meeting was adjourned at 4:45 pm.

Respectfully,

*Susana Perea-Fox*