ARTS & SCIENCES FACULTY COUNCIL MEETING
Wednesday, January 9, 2013
Student Union 280 (Sequoyah Room) 3:30 pm

Call to Order: Chair Ausman called the meeting to order at 3:32 pm.

Roll Call:
Present: Ramesh Kaipa (CDIS), Kevin Ausman (CHEM), Blayne Mayfield (COMSC), Rich Frohock (ENG), Susana Perea-Fox (FLL), Hongbo Yu (GEOG), Yongtao Du (HIST), Bobbi Kay Lewis (MSC), Jesse Johnson (MATH), Babu Fathepure (MICRO), Michael Kirkendo for Jeff Loeffert (MUSIC), Scott Gelfand (PHILO), Alexander Khanov for Flora Rizatdinova (PHYS), 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 elected.

Approval of the Minutes of the December 5, 2012 Meeting: Minutes of the meeting of Dec. 5, 2012 were approved with one correction.

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 will ask Rizatdinova to compile all the information that she has gathered and see if that is sufficient information for the Department heads. The committee will have a meeting to discuss the criteria for evaluation procedures of the departmental renovations requests January, 10, 2013 at 2:00 pm. Rizatdinova will send her report soon.

Curriculum (Goad): No report.

Rules and Procedures (Mayfield): Will look at the Charter of the Bylaws and see if they are in need of revisions. Mayfield asked the rest of the councilors to, before the next meeting, look over those bylaws and see if we can identify any cases where the prescribed behavior does not match actual behavior. The committee will take note and then will bring them to the council.

Scholarship (Cronk): No action but the deadline for applications is February 1, 2013. The applications will go to the committee and they will have them back by March 1, so that all the information will be given to Financial Aid by the 8th of March.

Report of University Faculty Council Liaison Representative (Lewis): The Graduate Student Support Issues Task Force will change the graduate student stipends.

Old Business: None.
**Dean's Report:** Dean Danilowicz has finalized with the Department heads the Departmental Reporting Metrics for this year. Department heads should share them with faculty. Dean Danilowicz passed to the ASFC members a list of measurements that departments need to report. They are due April 17 to his office. Dean Danilowicz stated that how departments report will be linked to resources so it is important that all faculty discuss and work on the report. Dean Danilowicz is looking for concise summaries but there is no page limit this year for assessment of student learning. Dean Danilowicz was shocked to find out that in the past departments did not report to the Dean, and that all that the Dean’s office received were A&D’s. Philanthropy data/communications collections will be started this year. Next year, metrics in service and outreach will be started. About student learning evaluations, Dean Danilowicz said that ultimately it will comprise graduate and undergraduate student evaluations, and each department should decide how to measure their progress. All departments but one turned in their assessment reports this year.

The Dean’s planned walkthrough of the College budget will be 15, January, at 4:00 PM, 207 Noble Research Center. At the meeting, Dean Danilowicz will also talk about the budget requested next year and the reasons why.

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

a. Committee Policies and Procedures, Ausman/ (Frohock-not present): Asked for input to help guide an initial discussion on the Support for Programs/Centers/Journals criteria for funding and/or creation. The Committee will meet in the next couple of weeks. The councilors gave suggestions about policies and procedures criteria. Ausman summarized them as: 1) criteria to start, 2) criteria for funding, 3) criteria used by other colleges on terminology, 4) assessment of outcomes/reporting.

b. Departmental Renovation Request Evaluation Procedures, Ausman/Rizatdinova. Ausman said that the Committee will meet January 10, and questions and/or suggestions should be sent to Rizatdinova. Ausman suggested that a possible outcome of their meeting could be that they decide that the ASFC should not be involved in this process. It was proposed that the evaluation criteria should include: impact of the renovation on the program (how many students does it impact, safety impact, public impact, teaching impact,) funding possibilities, cost of renovation, categories of renovations (large/small scale). It was suggested that the Committee should consider a visit to some of the installations in order to assess/contrast their needs with other requested renovations. Some of the renovations requested that have a health/safety component should be directed to the Physical Plant directly. Also, we should have information on past funding received, and should limit the number of requests from each Department. There was not support for the creation a numerical rubric to evaluate renovation requests.

Dean’s office is working on the top 8 renovations requested this year.

c.
c. Departmental Workloads and Relationship to RPT and A&D. Dean Danilowicz handed to the councilors a memo employed as part of the College policy that is being used when there is a Reappointment, Tenure and Promotion action. Among needed clarifications, Danilowicz feels that the College document should comply with item 1.4.8 in the University Faculty Handbook. Danilowicz also asked the ASFC to give him a recommendation about the departmental RPT documents to be used at the time of Reappointment, Tenure, and Promotion action when the duties of the RPT candidate have changed. An ad hoc committee was formed: Goad (chair), Lewis, Cronk, Johnson, and Fathepure were selected.

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

**Announcements:** The next meeting will be at 3:30 Wed., 6 February in SU 280 (Sequoyah Room).

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

Respectfully,
Susana Perea-Fox
(Secretary)