1. Call to Order – Chair Lewis called the meeting to order at 3:32pm.

2. Roll Call:
   Present: Liz Roth (ART), Janette Steets (BOT), Ramesh Kaipa (CDIS), Barry Levine (CHEM), Blayne Mayfield (Vice Chair, CS), Rebecca Damron (ENGL), Erik Ekman (FLL), Priyank Jaiswal (GEOG), Bobbi Kay Lewis (Chair, MSC), Jesse Johnson (MATH), Babu Fathpure (MICRO), Jeff Loeffert (MUSI), James Cain (PHIL), Bob Hauenstein (PHYS), Mark Wolfgram (POLIS), James Grice (PSYC), Michael Long (SOC), Carla Goad (STAT), Matt Lovern for Andy Dzialowski (ZOOL).

3. Approval of the Minutes of the August 2013 Meeting - Lovern stated that sentence one in section 8 be deleted since UFC has made no such statement. Amended minutes were approved.

4. Approval of the Agenda – The agenda of the Sept 4 meeting was approved.

5. Committee Updates - (Chairs)
   a. Curriculum Committee – Michael Long SOC
   b. Scholarship Committee – Rebecca Damron ENGL
   c. Rules and Procedures Committee – Barry Lavine CHEM
   d. Policy and Planning Committee – Jesse Johnson MATH
   e. Supplemental Pay Committee – Andy Dzialowski ZOOL – decided prior to meeting by random selection

6. Report of University Faculty Council Liaison Representative (Blayne Mayfield) – no report

7. Report of Department Heads Meeting (Bobbi Kay Lewis) –
   a. Personnel – Lauren Kidd, the CAS lead development officer at OSU Foundation. Lauren and her team are available to assist departments in fundraising efforts.
   b. Associate Dean Van Den Bussche –
      i. Previously start up funds were3 to be spent in 18 months; this is to be extended to 24 months with the possibility of a one year extension. The template for letters of offer for faculty template will change. Included in this change, new faculty in the sciences must attend VPR grant writer’s workshop in the first year of appointment and will be required to use the University Center for Proposal Development for external grant submission in their first year. CAS may host a grant writer’s workshop to assist faculty members in the Arts and Humanities.
      ii. Beginning Spring 2014 GTA’s and GRA’s with appts above 0.5 FTE would qualify for benefits under AHCA. Though not yet approved, the University would not allow
these appointments in excess of 0.5 FTE. This maybe problematic for some departments in how they allocate work hours to GTA’s and GRA’s.

iii. NIH and NSF placement – OSU’s congressional lobbyists, Capitol Hill Consultants, are encouraging departments that routinely seek NIH and NSF funding to encourage faculty to pursue opportunities to serve on the grant review panels of these organizations.

c. Dean Danilowicz gave Heads a book written to assist Heads with writing A&D’s. It is hoped that the A&D’s will contain more constructive remarks for development in the future.

d. Deadline for submitting budget requests is October 4. Heads given the three different criteria for budget requests: one-time temporary budget requests (previously referred to as ‘bottleneck’ requests), permanent or recurring budget requests, and renovation requests. All renovation requests under $10K will be submitted to the Dean’s office for his decision. Other requests will be evaluated by the ASFC.

8. Old Business

a. A&S Junior Faculty Award – Barry Levine – This award is typically given to an assistant professor. – The proposal is that the committee to decide the award be composed of former award winners. The chair of committee shall have the rank of Professor; other members can be of a lower rank. The award consists of a cash award of $500 and a plaque. Discussion: Kaipa – asked if award announcement or past award winners could be posted on the ASFC website. Danilowicz said that it could be put on ASFC web page or other college page. Dean’s office can supply the names of previous winners.

Previously Regents’ Professors composed the committee. In AY 2012-13 an ad-hoc committee of ASFC members comprised the committee. It was suggested that a committee from ASFC be named or by getting members from subunits (Natural Sciences, Social Sciences, Arts and Humanities) within CAS. Based on the discussion Levine will draft a formal proposal for next meeting.

b. ASFC Input on New Budget Requests

A&S Renovation funding – Loeffert – The working proposal (discussed also in the Dept Heads meeting) to divide into 3 subunits and councilors rank items within their same subunit; ranking proposals as High, Medium, and Low but number rankings still needed. Only the proposals receiving a rank of ‘High’ would receive a numeric ranking within the subunit. Councilor cannot vote on his/her home department’s proposal. After a lively discussion two options were put to a vote before the ASFC. 1. Each councilor determines the top three from his/her subunit. 2. Each councilor evaluate and rank each of the 22 proposals. Option 1 passed unanimously, thereby amending Loeffert’s proposal for subunits to identify the top three proposals in each subunit.

9. New Business

a. Election of Committee Members - Mayfield – Membership of the standing committees is filled by general CAS faculty, who are not on ASFC. Heads were notified of departmental vacancies. Sociology submitted two names for Policy & Procedures
committee; History submitted three candidates for RPT. ASFC voted, and Kelly Hartshorn from Sociology will fill the vacancy on Policy and Procedure, and Elizabeth Williams will fill History’s vacancy on the RPT committee. Mayfield’s motion to accept all single nominations to fill committee vacancies was seconded and unanimously approved.

10. Secretary's Report of ASFC Recommendations to the Dean (Carla Goad) – no report

11. Dean's Report (Bret Danilowicz)

BD gave book to DH’s regarding faculty evaluations. BD wants improved A&D’s from DH’s. BD wants more or better quality development statements rather than statements reiterating the activity of the faculty; provide faculty more structured feedback. DH’s will be evaluated on the quality of the A&D’s they write.

College Mission and Vision statement revision assigned to Policy & Planning chaired by Johnson.

Math and Sciences will begin participating in “UTeach” a program for secondary education degrees offered by COE but not by CAS presently. Currently, say a Math teacher must take all of the courses for the math degree and all of the courses for a secondary education degree. “UTeach” should redefine these requirements.

CCAS - Deans and Assoc Deans from across the country working with six “peer like” institutions on discussing data to collect or exchange among these universities, presently focusing on data from the sciences. The goal is to collect data that will allow the faculty to assess the quality of the department with respect to other departments in the region.

12. Announcements – correct the Jan 8 date on the agenda to Jan 15.

13. Adjournment 5:00pm

Announcements