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

Attendance
ASFC Present: Liz Roth (ART), Janette Steets (BOT), Michael Boyle (CDIS), Blayne Mayfield (Chair, CS), Rebecca Damron (ENGL), Erik Ekman (FLL), Allen Finchum (GEOG), Priyank Jaiswal (GEOL), Roger Zierau (MATH), Babu Fathepure (MICRO), Lori Mckinnon (MSC), Jeff Loeffert (MUSI), Apple Igrek (PHIL), Flera Rizatdinova (Secretary, PHYS), Mark Wolfram (POLS), Maureen Sullivan (PSYC), Beth Caniglia (SOC), Carla Goad (STAT), Lloyd Caldwell (TH), Jennifer Shaw (ZOOL)

Administration present: Dean Bret Danilowicz; Associate Dean for Instruction and Personnel Bruce Crauder.

Minutes of the May 7, 2014 meeting were discussed. Corrections to the minutes: Under Dean’s report, it should be said that there was a proposal to rename Zoology department to Integrative Biology department. This proposal had to be discussed with other departments and feedback was expected. After introducing this correction, previous minutes were approved.

Proposed change to the current agenda: add discussion on renaming Zoology to Integrative Biology Department. The change to the agenda was approved.

Election of Committee Chairs
Curriculum committee – Carla Goad (STAT)
Policy and planning - Barry Lavine (CHEM)
Rules and Procedures – Liz Roth (ART)
Scholarship Committee – Babu Fathepure (MICRO)

Old Business
2) Junior Faculty Award: ASFC needs to develop a document with recommendations on evaluation of the applicants. The Rules and Procedures Committee was charged with this task. The Dean will ask Terri Cushing to send available documentation to the Rules and Procedures Committee.

3) Discussion on Zoology change name to Integrative Biology: Botany Department wants Councilors to discuss the suggested name (Integrative Biology). Jennifer Shaw from Zoology explained that Integrative Biology better represents the variety of research carried out in their department, so the Zoology faculty voted to request the new name for the Department.

Dean added that – by the deadline he had set for his decision on this question – the feedback from Microbiology and Molecular Genetics Department was positive (one faculty member was against the proposal), and he received negative feedback from botany. Based on this, the recommendation to rename the department was forwarded to the Provost.

Chair Mayfield asked if there are other universities with such department name, and Shaw’s answer was yes, there are other departments throughout the nation with Integrative Biology name, but not in Big 12.
Janette Steets said that Botany feels that having Integrative Biology and Botany departments in the College will cause the Botany Department to lose its identity. She stated that the change will hurt the Botany Department in many ways including student recruitment.

The Dean replied that it is not unusual in biology to have one large department and some specific disciplines in separate departments, and he does not think that this will affect the Department’s performance.

New Business:
1) Revision of the College RPT – task for the P&P Committee.
   The University has recently revised the RPT and sent it around. A&S should revise its RPT document to make it in line with the University RPT policy. Each department also must review its corresponding document. The University RPT supersedes the College RPT, and the College RPT supersedes the departmental RPT. The Dean has urged Department Heads to elect the P&P committee members, because of the importance of the document.

   Associate Dean Crauder clarified that a major area of change in the new RPT document is the composition of the Personnel Committee: only tenured faculties can serve for a promotion to tenured position, and only full professors can serve for a promotion to the full professor’s position. If a department does not have required number of tenured or full professors, then this department can invite professors from other departments with relevant expertise in the area of a person considered for the promotion.

   Dean Danilowicz mentioned that the new RPT College document should address procedures for clinical faculty, interdisciplinary faculty and joint appointments.

   Chair Mayfield suggested that revisions to the College RPT document should address the actual workload of the faculty. For example, if a faculty member is given a heavy teaching load, this takes time from the research/outreach areas, and this should be reflected in RPT decisions. Further, administrative duties that take time also should be considered. It is not addressed in the current RPT at the College level, so we need to add it there.

2) Deans’ Office evaluation. Copies of math department evaluation forms were distributed to Councilors as an example of questions that might be useful to have on the Dean’s Office evaluation. The Dean’s Office wants to see the evaluation of every aspect of its work (research, IT, etc). The Dean’s Office can organize a place to collect suggestions in the written form. One suggestion is to have a website where people can leave their comments/suggestions. The Curriculum Committee was charged with working on the evaluation form, after they have completed their primary, curriculum tasks.

Dean’s report:
Renovation solicitations are due November 3. Budget requests from departments for new faculty positions, staff and GTA are due September 12. Councilors suggested to review again the recommendations on renovation ranking.

Adjournment – Meeting adjourned at 4:30 pm.