1. Call to Order – Vice Chair Caldwell called the meeting to order at 3:35pm.

2. Attendance  
   **ASFC Present:** Liz Roth (ART), Janette Steets (BOT), Michael Boyle (CDIS), Barry Lavine (CHEM), Rebecca Damron (ENGL), Erik Ekmon (FLL), Allen Finchum (GEOG), Priyank Jaiswal (GEOL), John Kinder (HIST), Roger Zierau (MATH), Babu Fathepure (MICR), Mark Perry for Jeff Loeffert (MUSI) Apple Igrek (PHIL), Mario Borunda for Flora Rizatdinova (PHYS), Stephen Nemeth (POLS), R. Matt Alderson (PSYC), Beth Caniglia (SOC), Lori McKinnon (SMSC), Carla Goad (STAT), Vice Chair Lloyd Caldwell (TH), Jennifer Shaw (ZOOL)  
   **Absent:** Chair Blayne Mayfield, Secretary Flora Rizatdinova  
   **Administration:** Jeanette Mendez

3. Minutes of the October 2014 meeting were unanimously approved.

4. Agenda for the current November 2014 were unanimously approved after the correction of “September” in item 3 to “October”.

5. Committee Updates  
   a. **Curriculum Committee Report.** (Goad) Since the last ASFC meeting the Curriculum Committee has met twice. Due to the number of curriculum actions, the Office of the Provost granted us a one week extension to complete the 228 course actions. Most decisions were completed by the October 3rd deadline. In several cases the Committee was obtaining clarification or corrections from the departments submitting the course actions, and the extra week was both needed and appreciated. Another meeting is scheduled for later in November to discuss a new degree program (not subject to the October 3rd deadline) and review some of the general education data the College has collected in recent years.  
   b. **Policy and Planning Committee** – (Lavine) The committee met on October 10 and 31. Issues related to college RPT were discussed. One more meeting is scheduled for November 21. This again is an information gathering meeting, and will include the provost and/or associate provost.  
   c. **Rules and Procedures** – no report  
   d. **Scholarship Committee** – (Fathepure) Ten student applications were reviewed for the orange gown honor for December graduation. Rachel Angevine was selected, and Louis Steigerwald was the alternate. The next meeting of this committee is in February 2015.

6. Old Business - none

7. New Business  
   a. ad hoc committee chaired by Jeff Loeffert. Drafts of the Vision and Mission Statements drafted by this committee were circulated to the ASFC. McKinnon, who
serves on this ad hoc committee, indicated that another meeting of this committee is scheduled soon. ASFC should review this draft for the next meeting.
b. Ranking of renovation and permanent budget requests – Chair Mayfield emailed the requests, voting procedures, and ballot to all ASFC members on October 29. Vice Chair Caldwell reminded all councilors to cast their votes for the requests only in their subdivision and submit the ballot (Excel file) via email to Chair Mayfield by Friday, November 7. Caldwell reminded councilors to abstain from voting for their own department’s requests.

8. Secretary's Report of ASFC Recommendations to the Dean – no report

9. Dean's Report – Jeannette Mendez introduced herself to the ASFC, delivered the Dean’s Report, and overviewed her role in the Dean’s office this academic year.
a. Online Courses: CAS Outreach has been paying $3000 development fee for a 3-hour online course but instructors are not necessarily teaching the course 5 times in the next three years as agreed upon. Part of this problem is that graduate students are developing online courses and receiving the $3000 development fee and graduate before fulfilling the requirement of 5 course offerings. The Dean is modifying this practice by paying $1500 up front. After the 3rd offering in three years, the remaining $1500 will be paid to the instructor or the department if the instructor has left OSU and the department continued to teach the course online. If the third offering is not made, the department will have to pay the college the $1500. Concerns raised by the ASFC ‘what if the course is offered but doesn’t make?’ Additionally, more faculty input is needed in determining which courses are put online. Does the course need to be online? An assessment of the quality of the online courses also needs to be developed.
b. RPT Documents for Faculty Candidates: There is a possibility that RPT packets will be made electronic and/or online. Faculty input is needed. Then Dean’s concern is the confidentiality of the material. This may be an optional choice for faculty candidates.
c. Mendez Role in AY 2014-15: Mendez role in the Dean’s office, thus far, has been creating workshops for Junior Faculty, such as the Dec 3 NSF Career Proposal. An instructional workshop brings together faculty who served as journal editors. Several workshops for the month of November have been planned, and notices have been sent out via email. These workshops are not limited to junior faculty. Additionally, she has been assessing startup funding requests and the junior faculty mentoring program. All junior faculty have two mentors (teaching and research), but there is no standard procedure in the college, and departments’ participation in this is highly variable. One of her goals is to better communicate to junior faculty that this mentoring program is available. Financial incentives for faculty mentors will be investigated.

10. Announcements –
Vice Chair Caldwell overviewed the notes from both the CAS Department Heads’ Meeting and the University Faculty Council.
Next meeting December 3

11. Adjournment – Meeting adjourned at 4:03pm.