1. Chair Caldwell called the meeting to order at 3:31pm.

2. Introduction

3. Roll Call

Attendance
ASFC Present: Liz Roth (ART), John Kinder (substitute representative) (HIST), Jeffrey Loeffert (MUSI), Lloyd Caldwell (TH), Allen Finchum (GEOG), Ramesh Kaipa (CDIS), Doug Heisterkamp (CS), Lori McKinnon (SMSC), Andy Fullerton (SOC), Jennifer Shaw (ZOOOL), David Meinke (BOT), Kim Burnham (MICR), Lynn Lewis (ENGL), Jay Gregg (GEOL), Leticia Barchini (MATH), Ed Burkley (PSYC), Lan Zhu (STAT), Erik Ekman (FLL), Apple Igrek (PHIL), Barry Lavine (CHEM), Stephen Nemeth (POL)

ASFC Absent: Gil Summy (PHYS)

Administration Present: Dean Bret Danilowicz, Associate Dean Bruce Crauder

4. Approval of the Minutes
   a. Motion to approve – Lori McKinnon. Seconded by Kim Burnham. Unanimously approved.

5. Approval of the Agenda

6. Old Business
   a. Results of the RPT vote
      i. The RPT vote passed. The results are posted on our website.
   b. Results of the vote on the College five-year plan
      i. The College five-year plan vote passed as well. This is also posted on our website.

7. New Business
   a. Constitution of the RPT Committee
      i. Caldwell reveals that there was some confusion as to whether or not two members of the same department could be members of the RPT committee – the chair of the committee and a standing member of the committee. Caldwell also indicates that he looked into the bylaws and could find nothing that referenced this issue.
      ii. Dean Danilowicz explains that there is at least one department that expresses severe reservations that the work of a committee may not be valid if a chair of a committee also has a member on the committee from the same department. It is possible where two members from the same department serving on a committee can occur right now because of the current rotation process of committees. He understands that the chair is not a voting member, but poses this issue to the ASFC because a particular department spoke avidly on the issue.
      iii. Caldwell reiterates that he checked in the bylaws, and the chair is not a voting member of the committee, though he expresses that it may be possible for a chair of a committee to sway a vote.
      iv. Lavine: Does this happen frequently?
      v. Dean Danilowicz: On average, one or two of the committees in a year would experience this issue.
      vi. Barchini: Members of the same department do not necessarily have the same opinion. Furthermore, the member is serving the college, not the department. Barchini does not see a problem with this issue.
      vii. There are no objections from the ASFC on this issue.
   b. Supplemental Pay Relating to On-Line and Summer Courses
i. Caldwell: The ASFC discussed supplemental and summer pay last year. Under those new rules, we have had a decrease in income. Caldwell asks whether or not the ASFC should revisit how summer and online courses are compensated.

ii. Dean Danilowicz attests that there were two changes that occurred during the spring semester. In May, central administration began to take a greater proportion of the revenue from online courses—an increase from 40% to 45%. This had an impact on the budget that we did not anticipate. Additionally, OSU switched to a block tuition model so that students could carry forward credit into the summer classes. The College of A&S has the most students using their block tuition credits during the summer. As a result, the college lost over 20% of its income from summer online and supplemental courses. The consequence of these two things together is that the college lost about $400,000. The scale was equitable among the four types of modalities in which faculty could earn supplemental money (online, international courses, supplemental courses, and face-to-face summer courses). The scale was working fairly well, and even some faculty teaching international courses were paid for the first time. However, A&S did lose a lot of money. Bobbikay Lewis, Assistant Dean for Outreach, has constructed a couple of models that could fix this deficit.

iii. Shaw: What do you mean about the central administration taking this money?

iv. Dean Danilowicz: When students register for an outreach course at OSU, there is a separate budget from the face-to-face teaching. They have different tuition models. The percentage of funding changed where 45% of this money now goes to central administration, which is up from 40%. Also, a decision made by the university to switch to block tuition changed when students could take classes (i.e., during the summer). As a result, A&S lost a lot of income from summer courses.

v. Dean Danilowicz: The majority of classes that were losing money were the classes that were running under the criteria for 100% pay. When the pay is based on percent salary, it is scaled based on one’s salary. When the course is underneath the criteria for 100% salary, it is paid on a per student basis, which is not scaled to salary. Roughly speaking, if this were implemented, A&S would still be underneath about $100,000, but this would be a tolerable loss because outreach continues to grow. We will plan to revisit this each year until it becomes a well-oiled machine.

vi. Fullerton asks specific questions about the pay scale.

vii. Danilowicz: In general, supplemental classes are not intended to replace face-to-face classes. Most of these classes are not necessarily needed, but they do fill a demand.

viii. Igrek poses mathematical question about the pay scale, which is clarified by Dean Danilowicz.

ix. Roth asks that since the majority of the money that we are losing is because of the block tuition issue, could the Dean’s Office work with central administration to find a solution to this? Roth also explains that many of her classes are capped at a small number because this is absolutely necessary to effectively teach the course.

x. McKinnon asks if there is a way to revisit the enrollment cap? Because of instructional and accreditation standards, many courses must be capped at a small number. McKinnon also asks that if a class is full based on university standards, shouldn’t the instructor be paid the full amount?

xi. Dean Danilowicz explains that he has presented this issue at the Deans’ Council and to central administration. Central administration believes that we need to grow ourselves out of these losses.

xii. Finchum and Gregg express that money generated from block tuition in relation to what the colleges are receiving somehow isn’t adding up and that we can argue to central administration that the college should receive some of the money generated from block tuition that would otherwise have been used for paid summer courses.

xiii. Barchini: What does the central university use this money for?

xiv. Dean Danilowicz: Central administration has many demands and their own budget to juggle. We deal with the implications, and I do understand the frustration, but we have to plan accordingly. We as a college went under with our student credit hours last year.

xv. Caldwell: There is also the issue of students going home during the summer and taking summer courses at community colleges and having these credits transfer.

xvi. Meinke: It seems like this is a bad deal if you are teaching a necessary course to a small number of students during the summer.

xvii. Barchini: We should be more socialist in the distribution of money and we would still save money.

xviii. Lavine illustrates that the distribution of money is not the issue and that the “pie is going to get smaller and smaller, and soon there is not going to be an equitable division.” Central administration is aware of the decline in student enrollment during the summer and they want the colleges to solve this problem.
xix. Igrek suggests that in a way, this current structure benefits instructors who are teaching online courses.
xx. Dean Danilowicz states that we should provide incentives to carry larger classes. We now have an estimate for the number of students who have block tuition versus the amount of money that we receive. By mid-February, we will need a supplemental pay structure in place.
xxi. Several councilors expressed concern regarding possible inequity in the pay scale, particularly for classes that must run at small numbers in order to be effective (i.e. writing intensive courses).
xxii. Caldwell proposes that he goes back to the archives and submit something to the ASFC at the next meeting.

c. Options in Degree Programs
i. Caldwell: Other colleges are adding designations to some of their degree programs. As a result, there is a certain amount of competition among the colleges for these students.
ii. Dean Danilowicz: This year, the university grew by about 2%, but we actually shrank as a college. We build our budget based on student credit hours. Because of course designations, several colleges are having students enroll in their colleges rather than A&S. Even when the students eventually transfer into A&S, this creates a problem because it is taking away student credit hours from our college. The university believes that these options are very helpful from an advising perspective. This will be critical for some of our departments to have these options as competition for students increases.
iii. Shaw: Who has the final say in whether you can have these options?
iv. Associate Dean Crauder: Beyond the college level, it goes to instruction council and to the Deans Council, or it may go the graduate college. These things come forward and then they are discussed. Often, if it is approved by the college it is approved higher up.
v. Dean Danilowicz: The complication with options is that you have to keep them current with professional requirements.
vi. Gregg: For this to benefit the college as a whole, we will need to attract students to our college who otherwise would have enrolled in another college. We have to focus on professional degrees. In Geology, we have a number of options. This is about advertising. You build your course requirements based on developing options. We are trying to keep students within the college. We are trying to keep students in Arts & Sciences as we have all of the courses necessary. We just need to advertise this correctly.

vii. Several councilors expressed concerns regarding why there is not a university system in place for identifying these options. Other councilors affirmed that they do teach several premedical students who do not start in A&S but eventually transfer into A&S as an example.

viii. Caldwell: The issues are – should we pursue these designations and should these be done at the college or department level?
ix. Several councilors expressed that they think that these designations would best be recommended at the department level.
x. Dean Danilowicz states that although this is not an expectation, that departments should discuss whether or not these options would be valuable for the departments and should pursue the options if they are advantageous.
xi. Caldwell requests that ASFC councilors discuss this with their departments and determine whether or not we want to pursue these designations.

d. College Finances
i. Dean Danilowicz: There likely will not be a budget cut this year, but the college expects to receive a 3.6% – 6.4% budget cut next year. I have asked every department head to work with a departmental committee on how you would prioritize budget cuts in your own department. We will be providing data to the departments that look at trends in credit hours, trends in majors, trends in graduate students, and efficiency per faculty to student credit hour. I believe I will ask each department come up with three scenarios – 2%, 5% and 8% cuts. Each department will go through these exercises. All options are on the table. There is no completely protected money. I will ask this group to look at the recommendations from departments with me. We will not know until May what the final budget cuts will be from the state. We need to make these decisions before May so that we can plan accordingly.

ii. Roth: Is it premature to visit several scenarios regarding budget cuts before we know what the cuts will be?
iii. Dean Danilowicz: No. It is not premature, and it is not an option to teach less. Student credit hours must remain up. The problem is that classes are set for the fall semester around February.
iv. Caldwell asks the councilors to discuss this with their departments.

v. Meinke: What is the percentage cut entail exactly? Is this from the entire department budget?

vi. Dean Danilowicz: Think of it as a percentage of the whole budget with the exception of department F and A and outreach. These are permanent cuts.

vii. Councilors who are interested in serving on this subcommittee should contact Chair Caldwell within the next month.

e. There are proposals to change STEM requirements.
   i. Caldwell: College STEM departments propose a reduction in the foreign language requirements. This deals with how we view the liberal arts, how we view the college, and how we stay ahead in our fields. The pushback from those who are involved in the humanities are present. Caldwell suggest that councilors take this issue back to departmental colleagues and address how foreign languages are valued in each department.
   ii. Lewis points out that students who do not meet the foreign language requirement cannot be accepted into Phi Beta Kappa.
   iii. Associate Dean Crauder and Dean Danilowicz indicated that eight STEM departments with the exception of Computer Science signed a proposal to discuss eliminating the foreign language requirements from their majors.
   iv. Roth states that the proposal to eliminate the foreign language requirements may not be a prudent decision. Several councilors concur this statement.

8. Dean’s Report (Bret Danilowicz)
   a. Dean Danilowicz presents a proposal that clarifies the language in an offer letter when faculty are given credit towards RPT. In this language, if a faculty member decides to use this credit towards tenure, this would not be considered an early tenure action. Dean Danilowicz requests that councilors take the language back to the departments and speak with the heads. Dean Danilowicz expresses his desire to make sure that the faculty would like to see such a document for potential colleagues.

9. Announcements

10. Adjournment Finchum moves, Roth seconds. Meeting adjourned at 5:03 p.m.

Leticia moved. Roth seconded.