

**Liberal and Applied Arts College Council Meeting Minutes
September 26, 2011**

Attendance:

Present: Owen Smith, R. Tyler Spradley, Ronald Tumelson, Denise Millstein (Substituting for Ericka Hoagland for Fall 2011), Ken Collier, Alan Baily, Steve Taaffe, Dana Cooper, Megan Hartley, Louise Stoehr, Gabriela Miranda-Recinos, Rhiannon Fante, Sarah Savoy, Ray Darville, Karol Chandler Ezell

Agenda:

1. Welcome and introductions

2. Approval of minutes from meeting on 05-09 2011

Corrections: Sarah Savoy is incorrectly named Susan. No other corrections noted.

Karol Chandler Ezell moved to accept the minutes.

2nd – Dana Cooper

Yes – 13

No – 0

Abstain - 0

3. Review of information from the Chairs Council meeting (09-07-2011)

Owen Smith provided an update of the Chairs Council meeting. In the meeting, the Dean discussed the following:

- 1) Departmental writing enhanced policies need to be completed and approved this semester.
- 2) A mid-year stipend may be available for faculty and staff; as a one-time bonus, based on merit and decided by chairs.
- 3) The Dean will establish the following College Committees:
 - a. Annual Honors Banquet
 - b. Annual Alumni Mentoring
 - c. Strategic Planning
 - d. Outreach
 - e. Community Building
- 4) The Dean's office is currently working to implement the use of FileMaker Pro for degree plans.
- 5) Professional Development money has been distributed to departments for travel. Amounts are unchanged from previous years.
- 6) HEF funds have been allocated to college.

After the update, a question was raised about Workload for Lab Courses:

A member asked if any information has been provided about the workload requirement in relation to lab courses, noting that the change in policy has been decided without College Council approval. Another member of the council stated that the decision was made at the Provost level. Owen Smith will investigate and report to the Council next month.

4. Discussion of revision of Council Constitution regarding council representation (Article I, Section 3) was entertained by Owen Smith, noting that representation problems have emerged with the transitioning of Communication Studies into a new department with Modern Languages.

Owen Smith recommended a sub-committee be formed to address a possible amendment to the constitution of the college to consider proportional representation, or any other model, that can address the complexities of the College programs and departments.

Steve Taafe indicated this was discussed previously.

Questions emerged from the discussion for the sub-committee to consider: Do we leave the representation the same? Are new elections necessary? Any other departmental shifts in the future? If so, will other changes impact the council's amendment?

Essentially, discussion led to an acknowledgement that different programs may need to be represented and that the current policy may limit appropriate levels representation.

Ray Darville added that the council should establish a principle that will be resilient through potential future moves (i.e. programmatic or proportional representation).

Louise Stoehr moved to establish a Sub-Committee for developing a possible proposed amendment to the College Council Constitution that will address representation on the Council. A recommendation will be presented to the council and a vote will be taken. Additionally, Louise Stoehr moved Ray Darville chair the sub-committee and Karol Chandler Ezell and R. Tyler Spradley serve as members.

2nd – Gabriela Miranda-Recinos

Yes- 12

No – 0

Abstain - 1

5. Additional business.

In response to questions about Council representation for issues regarding funding or other issues in general, Owen Smith noted the Chair of College Council represents the council during college-level Chair's Council meetings with the Dean.

Owen Smith indicated that Steve Cooper could not meet on behalf of Mark Barringer. No formal representative from the Dean's office meeting attended the 9/26/2011 meeting of the Council. Wilma Cordova, Peter Simbi, and Steve Cooper were attending a simultaneously scheduled Social Work meeting.

As proposals are sent to Owen Smith, they will be distributed to the Council.

Agendas will typically be sent to Council members on the Thursday prior to the scheduled meeting time.

Motion to adjourn – Ray Darville

2nd – R. Tyler Spradley

Yes - 13

No - 0

Abstain - 0