

College of Arts & Sciences Faculty

Meeting Minutes

November 7, 2001

Meeting convened, 3:26 p.m.

1. Minutes of CAS faculty meeting 4 April 2001 approved as amended.
Minutes of CAS faculty meeting 3 October 2001 approved.
2. Dean's Report
 1. Budget. The budget outlook for next year continues to be of some concern. It is very difficult to know what enrollments will do next year; and the performance of the market, and thus of endowment income, is equally hard to predict. Also of importance is our retention rate. As a consequence, departments are being asked at this point to expect no increases in operational expenses, although a shifting in the way expenses are distributed within departmental budgets is open to revision. The Academic Council, equally, is approaching expenditure questions with greater than usual caution. Our highest priority remains the health of faculty salaries.
 2. Meeting with department chairs. I have scheduled a meeting between the Academic Council and department chairs and program directors for next Tuesday morning to discuss several issues related to faculty search procedures and to chairing departments.
 3. CAP update. The CAP has been meeting throughout the semester and will continue to meet. Subgroup reports of "findings" have been assembled, based upon written sources and conversations with faculty and other relevant constituents. (Meetings with student groups are currently being scheduled.) These "findings" are then reviewed for accuracy, usually by department chairs or program heads. Corrections are noted and incorporated into subgroup reports. We are now trying to assess the accuracy of the revised reports, in most cases through review by chairs. The reports are then returned to the full CAP for discussion and development of recommendations. These will then be brought before the full faculty for discussion, starting, we hope, in December.
 4. Theme for Faculty Retreat Fall 2002. Invitation to faculty to submit proposals.

3. President's Report

The Law School Boley Library expansion is almost complete. The construction is about as ecologically friendly as is possible. On the South Campus, the Graduate

School will dedicate its new office and classroom building on December 15. Planning phase for Albany and Howard Hall projects is about to end.

Support has been secured for an endowment for the Gallery of Contemporary Art, at more than \$2 million.

Two comments on campus culture:

1. First, the present, difficult period requires us to engage in outward vision and inward reflection on our values. At times such as these, people are very sensitive, and it is important that we focus on our values.
2. Second, the recent Pamplin scholars inauguration was marred by a student protest, which was very distressing to the party at whom this protest was directed. No evidence warranting that protest has been evident, and considerable damage was done. Efforts were made to discuss the issue with students, but they left the scene before this could be done.

4. Reports of Standing Committees

1. Curriculum Committee: No report.
2. Library Committee, Betsy Zahrt-Geib: The committee is considering a possible campaign for student information literacy. The committee will be looking again at a possible College policy on copyright and fair use. Regarding budget allocations, the committee may begin looking at the budget as a whole.
3. Educational Technology, Erik Nilsen: For the fourth year, in cooperation with Kelly Wainwright and Information Technology, an educational technology fund has been set up. Faculty are urged to apply. An email message with a link was sent out last week, deadline is Monday, 19 December, at 5 p.m. Applications will be considered the next day, and replies will be sent on Wednesday, 21 December. A showcase will take place at the end of the spring semester.
4. Admissions, Awards, and Academic Standing, John Krussel: The committee is discussing the student leave of absence policy. At present there are no restrictions. Committee is considering prohibiting leaves for students on academic probation. Students would need to withdraw, then apply later for readmission, submitting a proposed academic plan.
5. Diversity Committee, Andrew Bernstein: Committee is finalizing its report, which should be available soon.

5. Old Business: None.

6. New Business

Dell Smith discussed online registration, scheduled to begin next spring for the Fall 2002 term. See memo dated 30 October 2001. At present, students hand in hard copies. Online registration will keep the process open, so students can claim

places that open up due to withdrawals. Students typically expect online registration to be available. This system provides immediate feedback to students, improving accuracy. The new system will have two steps. First, all students register for one course, class year by class year. Then, the alphabetical priority order is reversed for the next round.

Discussion ensued regarding the length of the registration advising period, now three weeks. Dean Johnson asked the curriculum and AAAS committees to review this issue.

7. Announcements

Steve Weeks announced that the fall theater production, "Mother Courage and Her Children" is now playing.

Meeting Adjourned, 4:37 p.m.

Respectfully submitted,

William Kinsella, CAS Faculty Secretary