



**COLLEGE OF ARTS AND LETTERS
FACULTY COUNCIL MEETING MINUTES
February 11, 2020**

Call to Order: 4:03PM, UToledo Student Union, Room 3018

I. Roll Call

Present: Lingan, Coventry, Coulter-Harris, Benton, Montpetit, McBane, White, Yaklin (DeRosa proxy), Kistner, Cook, Zych, Taylor, Orloff, Miner, Srinivasan, Fritz (Kilmer proxy), Day, Forte, Black, Amialchuk, Fitzgerald, Stroud, Nemeth, Alam, Padilla, Allred, Feldmeier, Caceres, Nelson, Mezo, Christman, Baltus, Case, Sakowski (Kinsey proxy), Foss, Rouillard, Semaan (37)

Absent: Emonds, Barnes, Lawrence, Ferris, Johanson, Crookston (6)

Vacancies: 3

Guests: Dean Gilbert, Senior Associate Dean Monsos

II. Approval of Minutes

Minutes from last meeting (December 10) submitted for approval; motion to approve, second. Vote - Approve 37, Not Approved 0, Abstain 0.

III. Executive Report: Ed Lingan

Meet last Friday (February 7) to discuss agenda for this meeting, no business to report other than Constitution Committee updates.

IV. Faculty Senate Report: Patricia Case

Report from two Faculty Senate meetings ago; discussed university budget and how much cash is on hand, reported not enough cash on hand, currently only 30 days in reserve, concerns raised, working on options; reported course evaluations pilot ran last fall, 48% response rate, not currently integrated with Faculty180; reported March 12 is deadline for winter intercession courses.

V. Curriculum Committee Report: Jetsa Caceres

Future meetings scheduled for Thursdays at 4:15PM via WebEx, scheduled dates are February 20, March 19, April 16, and April 30; additional curriculum course/title/program revisions under new business.

VI. Elections Committee Report: Patrick Lawrence

Lawrence not present, report provided by Kelly McBane; list of new faculty being compiled and being added to Blackboard site, requested folks start thinking of nominations; nomination process will be announced soon, expect nominations to occur in April.

VII. Bylaws/Constitution Committee Report: Jami Taylor

Executive Committee met with Dean regarding legal's suggestions and revisions; legal had sent several items to clarify, many were handled by Dean, legal and committee each wanted clarification on certain items in order to determine appropriate answer; Dean stated legal is also looking at Senate constitution, which will extend the whole process; question asked about what legal asked to change, reported many items were stylistic, some items require further clarification between legal and committee, updates will be provided; one item committee needs to resolve immediately is language/terms director, showed example to council, wanted to bring to council to resolve interpretation. Motion to vote to discuss, second. Vote - Approve 37, Not Approve 0, Abstain 0, approved. Original intent of director at time of college merger was director of SVPA only, not directors of any specific programs or areas. Motion to vote to agree on interpretation, second. Vote - Approve 37, Not Approve 0, Abstain 0, approved.

VIII. Graduate Council Report: tbd

Tina Fitzgerald was asked to provide a report on Graduate Council in meeting (not asked in advance) and future meetings; last meeting was mostly business of how to use curriculum tracking system; updates on course evaluations (also provided by Faculty Senate report), best practice guide would be created for department chairs and Deans to create questions, will use same software, full rollout planned soon; curriculum report included some updates.

IX. Dean's Report: Dean Gilbert

Thanked everyone for attending winter reception; reported CAL enrollment college doing well though university enrollment is down, CAL preview day went very well, about 230 in attendance, seeing numbers go up, sees enrollment connection to direct contact with faculty which means success; reported search is on for new CAL recruiter; highlighted several new enrollment items including BA in Analytics, Disability Studies Certificate, re-launch of Masters in Public Administration, spotlight on foreign language options in Business and Engineering colleges; reported a drastic drop in enrollment coming in future, talking with president about enrollment crisis and creating a plan; reported retention doing well, currently at 91% retention rate, one goal is to create junior year check in; thanked everyone for their external funding grants and accomplishments; reported bad news on budget, mid-year budget cut of 1%, a 250K cut in CAL, using various strategies to get monies, reported hiring freeze on new student workers, will give up certain monies not needed until August, reducing summer monies and operating expenses; reported Scantron going away in student union copy center; reported student CAL committee's top concerns are food and security; reported on outstanding staff award, will do every year; reported list of professional development projects will be announced; reported Provost Office looking at online education and competency based education, task forces being formed; requested faculty look at intercession session and possibly incorporating it with work loads; requested if faculty are contacted by other colleges on new initiatives they ask if it's been run by CAL Dean's Office for budgetary reasons; question raised about department budget cuts process, the objective is to provide least harm; question raised about tech fees and that students unaware of fees, has huge impact on departments, aim is no further increases in tech fee taxes.

X. Old Business

None.

XI. New Business

- a) Curriculum Committee brought up several changes and revisions to existing courses/programs, link to individual syllabi sent to council previously, detailed chart of description/changes and reasoning previously sent and also included with minutes as PDF.

- b) List includes new Community Arts Education minor; new ART3910 course; BA French hours reduction; BA Law and Social Thought hours reduction; Law and Social Thought minor hours reduction; BA Spanish inclusion of SPAN2140/2150 as electives, CHIN1090 restructured along lines of other courses; COMM3180/3820 re-submission for WAC denomination; COMM4100 prerequisite addition; COMM4250/4090 add WAC denomination; FLAN2700 add new course; FLAN5160 add course as non-major option; HIST4050 add new course; JAPN minor revision to include JAPN2140/2150; LALX2000 add new course; PSC5590 course description update; THR2000/2050 course titles changes; DANN minor bring in line with new Data Analytics major; THR4150 removal of course prerequisites; GEO BA concentrations hours reduction; suggestion made to include subject list to curriculum committee for cultural courses; question raised on WAC courses, WAC denominations needed based on WAC committee review, some courses did not say WAC or were forgotten over years, WAC committee asked for syllabi, writing tasks and strategies to be resubmitted (see chart for details) leading to new denominations. Motion to approve curriculum changes, second. Vote - Approve 37, Not Approve 0, Abstain 0, all approved.
- c) LAST minor, question raised about receiving input on minors from Adam's position, vote on hold until answer is received by next meeting.
- d) PSY3000 co-list with PSY5000, questions raised, possible easy solution would be to make it a 4000 level course, discussions held, vote on hold until next meeting.

XII. Announcements

- a) Barb Minor announced visiting artist Terry McDonald to CVA on Tuesday 2/18.

XIII. Appendices

None.

XIV. Adjournment: Motion to adjourn, second. Vote - For 37, Against 0, Abstain 0. Meeting adjourned.

Next Meeting: Tuesday 2/25 @ 4:00PM, SU 2592

Secretary Notes: curriculum committee chart of detailed changes attached.

Updated and Revised 2/19/20, subject to change.