



**COLLEGE OF ARTS AND LETTERS  
FACULTY COUNCIL MEETING MINUTES  
March 24, 2020**

**Call to Order:** 4:00PM, WebEx

**I. Roll Call**

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

Absent: Emonds, Ferris, Forte, Johanson, Feldmeier, Crookston (6)

Vacancies: 3

Guests: Dean Gilbert, Senior Associate Dean Monsos, Adam Hintz

**II. Approval of Minutes**

Minutes from last meeting (February 25) submitted for approval; motion to approve, second.  
Vote - Approve 37, Not Approved 0, Abstain 0.

**III. Executive Report: Ed Lingan**

March 20 Executive Committee met via WebEx to discuss online process of council meeting on March 24 and status of other committees/updates to report.

**IV. Faculty Senate Report: Patricia Case**

No meeting, nothing to report.

**V. Curriculum Committee Report: Jetsa Caceres**

No future work to be handled, current curriculum changes to be discussed later under new business.

**VI. Elections Committee Report: Patrick Lawrence**

Call for nominations now open, will proceed as scheduled, nominations will be accepted by email through next Monday, March 30; voting will run April 6-13 through Blackboard, new council convenes following last current council meeting on May 5.

**VII. Bylaws/Constitution Committee Report: Jami Taylor**

No updates; due to current situation, constitution committee will table proposed legal constitution updates with Dean and Legal department until next year.

**VIII. Graduate Council Report: Tina Fitzgerald**

No meeting, nothing to report.

### **IX. Dean's Report: Dean Gilbert**

Pleased with everyone's help transferring classes to online, comments from CAL students have been favorable; reported new options being developed for students in regards to grading; stated that for students who are missing in action from courses to follow-up with my Kate Abu-Absi who will get in touch with them; recommended folks stay away from campus at this time; stated proud of how university faculty and staff are stepping up to the challenge; reported the arts and humanities are rolling out online activities and moving efforts to social media, including a "2-Minute Desk Series", for questions or suggestions contact Mel Gregory or Jason Stumbo; reports that university is taking a huge financial hit, no travel or expenses until further notice, university has instituted a hiring freeze as well; requested if anyone has any questions to reach out.

### **X. Old Business**

None.

### **XI. New Business**

- a) Variety of course/program changes put forth for consideration.
- b) List of curriculum changes include: WGST 3510 assign permanent number to course and add pre-req; WGST 4100 assign permanent number to course; WGST 3080 assign permanent number to course and remove pre-req; THR 2600 add registration restriction; DST 3090 formally establish as WAC course; COMM 4640 formally establish as WAC course; Middle East Studies BA reduce number of required credit hours; former COCA departments (Arts, Communications, Music, Theatre & Film) remove remaining college requirements that differ from rest of college; see attached chart of curriculum changes for reasoning and notes.
- c) Question raised about WGST course having D-/pre-req to pass the course (make sure not an error), Monsos stated D- is the default setting; question raised about former COCA departments changes, wanted clarification, Monsos stated will be brought in line with others in college, credit hours was 40 maximum except for COCA, trying to make it more flexible.
- d) Motion to approve course changes/proposals, second. Vote - Approve 37, Not Approved 0, Abstain 0.
- e) Question raised about Film/Video BA change proposed, increasing number of hours from 48 to 57, suggested by Michelle Sullivan; discussion held about credit hours, suggestion made to have Hintz write a suggestion and put off vote on Film/Video BA changes to be addressed later.
- f) Motion to table Film/Video BA change for later, approve, second. Vote - Approve 37, Not Approved 0, Abstain 0.
- g) Chair put forth motion to suspend April CAL council meeting and reconvene via WebEx on May 5; motion to approve, second. Vote - Approve 37, Not Approved 0, Abstain 0.

### **XII. Announcements**

- a) During announcements question raised about how courses that are not A-F graded will be handled (for example Comp 1, Comp 2, others), asking for insight, Pass/NC and other grading options will be distributed by university.
- b) No other announcements given.

### **XIII. Appendices**

None.

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

**Next Meeting:** Tuesday 5/5 @ 4:00PM, via WebEx

**Secretary Notes:** None.

*Updated and Revised 3/31/20, subject to change.*