

Sue Jameson Room, 1-3 pm

Attending: Richard Senghas (Chair), Melinda Barnard, Emily Hurd (ASI rep), Paula Hammett, Chip McAuley, Sandra Newton (recorder), Richard Whitkus

Absent: Andy Merrifield (CFA), Viki Montera

Convened: 1:05pm

Agenda: Approved as amended

Minutes: March 24, 2011 minutes approved; April 14, 2011 minutes approved as amended

Reports

Chair (Senghas)

- AVP candidates on campus next week. Provost candidates should be week after.
- Intellectual Property document on senate agenda today for second reading.
- Program Discontinuance Policy on senate agenda today for first reading.
- Class Attendance Policy appears before senate as business item.

AVP (Barnard)

- Changes in the works with Faculty Development. Concerns about funding and alignment. Today – writing program won't be funded. New faculty orientation will happen.
- Melinda will be out for two weeks – starting 24 May. Celeste will be out for 2-4 weeks starting 19 May. Faculty needing AVP office support should be proactive with requests.
- Shared instructional faculty headcount and FTE numbers. Discussion ensued.

CFA (Merrifield)

- No report - absent

ASI (Hurd)

- No report

AFS (Newton)

- AFS Chair, Brantley Bryant, preparing annual report. AFS will try to submit report to Chair, FSAC by May 19 if possible.

FSSP (Whitkus)

- No report – no meeting

PDS (Senghas)

- No report – comments will be addressed in Business.

URTP (Hammett)

- No report

Business (continued)

1. Instructional Materials Accessibility Checklist (Hammett/Senghas)
 - a. Input requested from Accessible Technology Initiative (ATI) Steering Committee.

- b. Further support for this initiative – letter from student was also reviewed and discussed.
 - c. Instructional Materials Accessibility Checklist has been thoroughly vetted by a number of faculty members of interest.
 - d. ATI committee would like to hand out a final product at Fall convocation.
 - e. Discussion ensued. Key point made is for faculty to order textbooks early. Discussed ideas to elevate issue, and raise awareness of need to order early.
 - f. ASI has written three resolutions in effort to raise critical issue of textbook ordering.
 - g. IMA checklist – great tool with links for faculty.
 - h. Senghas will draft letter; Barnard will work with ASI about awareness.
- 2. Report from URTP, reference 2 year continuance (Hammett)
 - a. Hammett provided URTPS post hoc “thoughts” of 2-year faculty reappointment. Overall, URTPS feels the 2-year reappointment is useful, but utmost care must be taken to recommend candidates already poised for success.
 - b. Senghas expressed appreciation of URTPS hard work (other FSAC members concurred).
 - c. FSAC recommended stronger verbiage in 2-year continuance letter.
- 3. Intellectual Property Policy (Senghas)
 - a. Senghas had not received any email about concerns with Intellectual Property Policy. Vetted by faculty; second reading at Senate today.
- 4. Class Attendance Policy (Senghas)
 - a. Went forward to Senate. FSAC reviewed draft Policy as amended by Senate. FSAC has confidence of policy at this level with amendment by Senate.
- 5. SETE Discussion (Barnard)
 - a. SETE process will change with upgrade to new Scantron equipment. SETE data will be stored in database; kept electronically. Will still print SETEs for PAF.
- 6. Faculty Writing Program
 - a. FSAC discussed status and future of Faculty Writing Program, and other professional development programs with respect to allocation of resources.
 - b. Senghas indicated that he will work on this issue during the summer.

Future Business Item: What are expectations of a faculty member during FERP?
Inappropriate roles during their FERP?

Adjourned: 2:50pm