Faculty Meeting Minutes  
February 8, 2013 10:00 AM

Faculty Present: Carmen Aguilar, Frederick Binkowski, Harvey Bootsma, Michael Carvan, Thomas Consi, Russell Cuhel, David Garman, Laura Grant, Timothy Grundl, Laodong Guo, John Janssen, Jerry Kaster, Jenny Kehl, Rebecca Klaper, Itziar Lazkano, Sandra McLellan, Matthew Smith, James Waples

Faculty Excused: Nancy Frank, J. Val Klump, Paul Roebber,

Invited: Eric Leaf, Rob Paddock, Margret Petrie, Kristen Scheuing

I. Dean Garman called the meeting to order at 10:05 AM. Quorum present. Conflicts of interest – none advised.

II. Adoption/Modification of Agenda. Adopted as written.

III. Automatic consent: Approval of the December 14, 2012 meeting minutes – there were no objections and stand approved.

IV. Old Business
Course scheduling policy and exemptions discussion. Kaster made a motion that “All independent study course credits are to be counted toward the minimum workload requirement of faculty teaching those courses. In any two-year period, faculty are required to teach one 3 credit course meeting minimum enrollment.” Grundl seconded and the motion was approved. There were two abstentions.

V. New business
A. Kehl made a motion to send Herb Kohl a letter of invitation to become SFS Distinguished Adjunct Professor. Klaper seconded and the motion was approved. There were two abstentions.
B. Bootsma made a motion to allow the APCC flexibility in making recommendations for the 2013-14 Graduate School Chancellor Award and Research Excellence Award allocations for student awards. Klaper seconded and it was unanimously approved.
C. Petrie led a discussion regarding offering summer courses. It was recommended that Ottman and Roebber check into conflicts of concurrent teaching while being paid under federal funding. Garman can approve extensions, but Ottman should check on policies regarding justification of hours.
D. Cuhel recommended that to increase number of students who register for SFS courses, the SFS website be updated to state that many of our courses are offered to undergraduates. This was endorsed.

VI. Committee action/discussion items (chairs)
A. APCC (Bootsma)
1. Bootsma gave a graduate admissions update and noted that faculty reviews should be turned in by February 13 to allow for final recommendations discussion to take place February 15 at the next APCC meeting.

2. Bootsma made a motion to remove the wording “and 27 credits of elective courses to meet the degree requirements” from the PhD bulletin copy. Kaster seconded and the motion was unanimously approved.

3. Bootsma made a motion to approve CAR form for FrshWtr 695 – Independent study for Biological Sciences undergraduates. Aguilar seconded and the motion was unanimously approved.

Reports from Planning and Governance Committee and Research Committee were not presented.

B. Money for teaching supplies is available up to $500/course with approval from Roebber and Ottman. If the amount is higher than this, special approval is needed and a formal request should be made to Roebber.

VII. Dean’s and Associate Dean’s remarks
   A. Garman reminded the faculty that the LGBT policy should be strictly adhered to and that training and advice are available from LGBT Center.
   B. The Provost has made funds available to make some facility repairs which will take place in the next few months.
   C. Garman relayed information regarding a campus discussion to create a space use policy. This may include charging for space. More information will be forthcoming as it becomes available. In the interim a local policy will be developed.
   D. Garman will be joining the Chancellor on a trip to Washington to look at setting up an undergraduate MOOC in freshwater studies. Anyone interested in coordinating this effort should contact Garman.

VIII. Announcements and Reminders
   A. HR Update (attachment from Ottman) - noted
   B. Strategic plan meeting – to be advised.
   C. Curriculum discussion meeting – to be advised.
   D. The Provost will be attending an executive staff meeting and a faculty meeting within the next couple months.

IX. The meeting was adjourned at 11:10 AM.