Academic Assembly
June 6, 2011
1:30-3:30pm, STCN 130

MINUTES

Present: Karen Feldt, Andrew Davis, Paul Fontana, John Strait, Kristen Shuyler, Rob Rutherford, Francisco Guerrero, Chips Chipalkatti, Allison Henrich, David Reid, Chuck Lawrence, Sonora Jha, John Weaver, Jason Wirth, Brenda Broussard, Katherine Raichle, William Kangas.

Excused: Jacquelyn Miller, Isiaah Crawford, Jeremy Stringer, SU Student Rep Mark Maddox

1. **Welcome by Karen Feldt**
2. **Minutes were discussed including whether or not to video tape each session. Moving forward it was decided to delete names.**
3. **5-23-11 minutes were edited and approved with one member abstaining.**
   Program Review: Criminal Justice Adult Education and Training (*Guests:* Jacqueline Helfgott, Program Director, and David Powers, Dean of College of Arts & Sciences). Chuck Lawrence introduced the program.
   a. **Question:** Please explain the decline in student enrollment. **Answer**: Not sure of the exact reasons. There was some discussion around the CSI program and how students and public have responded to that program with respect to criminal justice programs in general.
   b. **Vote** – Recommendations from curriculum committee were approved and will be forwarded to the Provost.
4. **Academic Assembly ByLaws**
   a. **Amendment III (continued from previous mtg.):** Discussion ensued around course release time for Program Review Committee, work unit calculations, the current decision process, university governance, Provost approval, logistic issues, equivalent compensation, and president and vice-president equivalency, double-dipping with other release time agreements.
   b. **Vote** – Recommendations from the ByLaws proposed amendment were approved and will be forwarded to the Provost.
   c. **Amendment V:** Discussion ensued around the meeting schedule and use of the term fortnightly, quorum, majority and absolute majority with concern around members having sufficient time to review documents and member availability. Discussion also centered on the taking and distribution of minutes to be complete within a week of the meeting.
   d. **Vote** – Recommendations from the ByLaws proposed amendment were approved and will be forwarded to the Provost.
   e. **Appendix B:** A working document that identifies all committees and subcommittees. Discussion ensued around the committee names and the clarification thereof, as well as which committees report into Academic Assembly. There are three types of committees in relation to Academic Assembly:
      a. Committees that AcA appoints to;
      b. Subcommittees of AcA; and
      c. Committees that report to AcA but are not subcommittees.
   f. **Vote** – Recommendations from the ByLaws proposed amendment were approved and will be forwarded to the Provost.
5. **Academic Assembly Schedule**

g. **Vote** – The recommended schedule was approved and will be forwarded to the Provost.
6. **Core Implementation Group:**
   a. Discussion ensued around the timeline and the AcA strongly urges that implementation of Core timeline be extended to begin fall of 2013.
   b. It is also recommended that the core Revision Committee report monthly on their progress to AcA during 2011-2013.
   c. Academic Assembly requests that one member representative was adequate and continue be on the Core Committee. William Kangas is the AcA representative for the Core Implementation Committee.
   d. **Vote** – These recommendations for the Core Implementation Group were approved and will be forwarded to the Provost.
7. **Election of Officers for AcA and Committee Members Appointment: (Please see AcA Subcommittee spreadsheet)**
   e. **President**: John Strait
   f. **Vice President**: Karen Feldt
   g. **Faculty Grievance Committee**: Sonora Jha.
   h. **Handbook Revision**: It was recommended that A&S AcA members consult their college and suggest nominations for membership.
   i. **University Rank and Tenure**: Rob Rutherford has two nominations and will verify and then send nominations to Karen Feldt.
   j. **Program Review Committee**: Recommended that AcA members go back to their colleges and return with nominations for ten people. Want members willing to be thorough in reading program reviews and willing to ask difficult questions. There is no release time. Chair will be Karen Feldt.
   k. **FROG**: Nominated Jeremy Stringer to Chair. Kristen Shuyler as member.
   l. **Strategic Planning for Enrollment**: Mary Rose/Andrew Davis Chair.
   m. **Budget Advisory**: Rob Rutherford currently sits on this committee as well as **Compensation and Benefits** and it was suggested that he sit only on one.
8. **Review of Faculty Lounge in Library:** *(Guest: John Popko, University Librarian).*
   a. Guidelines, practices and behavior for faculty lounge were discussed. Usage statistics were reviewed and discussed. Headcount study was conducted as well as a building census with results indicating that the room is not being used very much. The Cup & Chaucer was popular and attended.
   b. Events were reasonable but not permissible according to the guidelines, should the guidelines be changed? Mixed use with time sensitive scheduling suggestions were discussed to include scheduling for a faculty function by a faculty member.
   c. It was recommended that a proposal be sent to John Strait.
9. Meeting ended at 3:37pm.