

Minutes of the Meeting of the UUF Executive Committee for December 15, 2005
Room 352 Adelbert Hall, 11:30 a.m. to 1:00 p.m.

Present: Julie Amon, Nicholas Bonazza, Antonio Candau (Secretary), Jessica DeQuach, Kimberly Emmons, Don Feke, Lynne Ford, Atwood Gaines, Steven Garverick, Chris Hudak, Uziel Landau, Kelly McMann, Larry Parker (Chair), Sheila Pedigo, David Samols and Peter Whiting

*Larry Parker's Chair's Announcements

Met with Faculty Senate chair and chair-elect about SAGES Institutional Impact Report due in the Spring.

Deans met regarding general issues of assessment. Weatherhead is going through accreditation.

Minutes approved (with correction of Samols affiliation)

The chairs of all committees will meet with L. Parker and Peter Whiting regarding the SAGES report.

*Peter Whiting Report

SAGES in Spring '06: 78 University seminars, 3 First seminars, 2 seminars for students in ESL. Instructors of University seminars from all schools; 110 students registered. Recruitment has started for 2006-2007 SAGES, including presidential, university fellows and the new Post-doctoral fellows.

Evaluations included 2 forms, one for instructors and one for co-instructors. 7-page evaluation for students. It's the same instrument used in the pilot program.

Will listen to faculty views: suggestions, concerns (workload).

Several questions were raised about the Post-doctoral fellows. They will probably not teach departmental seminars, perhaps they will teach classes in the department.

Formal sessions will be held in Jan-Feb, besides the "brownbag" sessions from the fall and the spontaneous comments already received.

All faculty should be encouraged to provide feedback about SAGES.

Approximately 35% of the SAGES teaching is done by fellows; most first seminars were taught by undergraduate schools, with some contributions from professional schools. P. Whiting will send the data to Lynne Ford.

There was discussion of the extensive and overly burdensome time required for advising. A concern was expressed about the privacy issues of access to the advisee's grades. Many faculty do advising referrals to the specific departments; all students should have departmental advisors. P. Whiting explained that the issues with advising predated SAGES, that SAGES was, in part, a response to address the problems. Although there are a lot of things to consider, mentoring seems to be working. L. Parker stressed that advising should be included in the report.

*Don Feke's report

-University wants to increase undergraduate class size to 1050. An analysis of classroom needs was done. The Registrar controls 67 classrooms; in the fall semester 13 more were borrowed for peak times. Other issues are the size of the classrooms and accommodating students with special needs. The current plan is to open up more classroom space. In the spring there will be 5 new spaces, on the North side. There is more demand for Technology Enhanced Classrooms (there are plans to update 10 more to level 2; most of these on the South side). The schedule for

classes has to be utilized more effectively. Right now departments have freedom to choose. There could be some "experimentation" next fall, opening a new teaching block, Monday and Wednesday 9-10:15. The Registrar wants volunteers to teach at underutilized slots, like the 8:30-9:20.

A discussion followed, with comments that included: using later times during the day, or sharing a slot with another faculty member; the registrar does not want to have total control of the classroom space but several departments' spaces could be used more effectively, especially seminar rooms, and particularly with the increased need for them because of SAGES; the late-class time might run into opposition from performance and sports departments, which like to schedule at those times.

-New language added to university's non-discrimination policy: "gender identity" and "gender expression." Students will have the opportunity to check a box other than the male/female.

-ROTC. There has been difficult to get syllabi from the ROTC so there has not been much progress.

*Jessica Dequach and Mid-term evaluations

The evaluations would be done through Black Board, without having necessarily specific questions, everybody could customize the evaluation.

There might be some resistance about this; although it was suggested that mid-term evaluations should improve the quality/reliability of the final evaluations. L. Parker asked everybody to seek input from the different schools.

*Larry Parker asked about the representative from the Arts and Sciences Executive Committee, since there seems to be a discrepancy between different lists, possibly a vacancy not filled?

*Service learning. Antonio Candau reported on the changes undergone by the Office of Student Community Service, an office where most of the service-learning initiatives have the "base." There should be some guidelines, or definition, about what makes a course a "service learning" course, perhaps labeling classes in the registrar's schedules and in the catalogs. No time for further discussion. It will be discussed in the next meeting.

*Larry Parker concluded the meeting asking about the oversight of SAGES, with the possibility of having an ad-hoc committee. Does the new proposal work? Should it be the working proposal?

Meeting adjourned.