Coles Faculty Council
Minutes of Regular Meeting
October 4, 2012

In Attendance:
Debbie Lester, Samia Siha, Bruce Clements, Rick Franza, Radwan Ali, Tom Miller, Tim Mathews, Jim Herbert

Approval of Minutes
T. Mathews moved to approve the minutes from April 24, 2012 with one change as follows:
The last paragraph should read, “minutes for the 2012-13 year.”
R. Ali seconded; motion passed.

Dr. Rick Franza, Interim Associate Dean of Academic Affairs addressed the group on several topics.
1) Workload Guidelines Document
Dr. Franza has asked that the Coles FRC update the document this academic year. Due to new AACSB standards that are up for approval in April, there will be some necessary document modifications. The two previous categories of AQ and PQ are now 4 categories as follows
A. Research Academic (RA) – achieve by terminal degree, maintain through research
B. Applied Academic (AA) – achieve by terminal degree, maintain through application
C. Teaching Practitioner (TP) – achieve and maintain through work experience
D. Scholarly Practitioner (SP) – achieve through work experience, maintain through scholarly output

New suggested floors: 40% RA, 60% RA plus AA plus SP, 90% all 4 categories. Our goal is 100% qualification even though 10% is permitted in other.

We will need to add clinical faculty and do a general document clean-up. Dr. Franza would like faculty to provide any input to Jomon Paul of the FRC.

2) Strategic Planning – Dr. Franza explained the need for a new mission statement and the transition of this committee to a “working” committee. Departmental reps to the committee will be expected to gather data from their constituents in order to develop a competitive, and less generic, strategic plan. He would like the CFC to notify him who will be representing them on the committee.

3) Dr. Franza asked that everyone begin to consider additions, alternatives or changes to the Coles Awards process. The awards and selection process should align with our mission. He would like input from the CFC on:
   a. Soliciting ideas for new awards
   b. Suggestions to improving the process on selecting recipients (include validation of applications)
c. Who sits on the committee (need committee members who will attend)

4) Brett Katzman has requested that the following line be added to the Faculty Performance Agreement.
   “Variations to the workload document in the coming year are as follows.”
   Dr. Franza requested input from the CFC.

5) As an information item only, enrollment has leveled off. Although KSU had a 1.7% increase this year, the goal was 3%. However, we are one of only 3 out of 34 universities in the system to show any increase. We need to continue to demonstrate why students should come here; we haven’t necessarily had to do that before.

Some discussion followed Dr. Franza’s presentation regarding the CFC role in the awards process as it stands presently.

D. Lester requested clarification of a uniform textbook policy. Dr. Franza believes it is advisable for CORE classes to use the same textbook but will research as to whether there is a policy and the history of such. He will report back to the CFC.

T. Mathews asked about providing direct access to teaching evaluation for T&P chairs. Dr. Franza said that this information can be obtained from department chairs.

Dr. Lester addressed the issues presented by Dr. Franza.

   CFC members agreed to share Dr. Franza’s information on the AACSB changes and the need to revise the workload guidelines with members of their department. Since the FRC is handling this, any suggestions should be forwarded to Jomon Paul.

   T. Mathews moved that Radwan Ali and Tom Miller represent the CFC on the Strategic Planning Committee. S. Samia seconded. Motion passed.

   Topic of Coles Awards will be tabled until the next meeting.

   R. Ali moved that CFC members will solicit input from their constituents regarding the requested change to the FPA document and table it until next meeting. T. Mathews seconded. Motion passed.

As Chair of the Coles Faculty Council, D. Lester will represent the CFC at Coles Executive meetings. In the event that she cannot attend, she will request that another committee member attend in her place.

The CFC will meet monthly and D. Lester will send a schedule of meetings. The time will be changed to 3:30 p.m.
Meeting adjourned at 5:06 p.m.

Recorded by L. Bauer, October 4, 2012,
Approved November 1, 2012