



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
August 27, 2012 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order

- II. Approval of minutes
Motion to accept [May 7, 2012](#) minutes
Ranko Richert moved to accept, Richard Lebed seconded the motion

- III. Dean's Report (Dean Page)
 - a. Welcomed new and returning CLAS Senators.
 - b. Received approval from the Provost on new hiring plans.

- IV. College Bylaw Amendment (Elsie Moore)
 - a. CLAS Bylaws Guidelines for Promotion & Tenure received feedback from Senators to revise minimal language for a better understanding of the criteria when assembling case materials.
 - b. Changes were made to the document as discussed.
 - c. Sheldon Simon moved to vote immediately, Richard Lebed seconded the motion, to approve the Guidelines for Promotion & Tenure document as an amendment to the CLAS Bylaws. The vote was 14 YES; 10 NO (Members present at the time of voting.)
 - d. A vote was taken to approve the Guidelines for Promotion & Tenure document as an amendment to the CLAS Bylaws. Outcome of vote was 18 YES; 3 NO (Members present at the time of voting.)

- V. Announcements
 - a. Welcomed new Senators
 - b. Introduced CLAS Senate Blackboard site to new Senators.

- VI. Adjournment
Elsie Moore adjourned meeting at 4:16 p.m.



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
September 10, 2012 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order

- II. Approval of minutes
Motion to accept August 27, 2012 minutes
Larry Dumka moved to accept, Ray Carpenter seconded the motion

- III. Curriculum Committee Report Approved
Eric Kostelich moved to approve, Edward Mallot seconded the motion

- IV. Announcements
CLAS Bylaws Guidelines for Promotion & Tenure – waiting on approval from Provost
Next Senate meeting Oct. 22, 2012

- V. Adjournment
Elsie Moore motioned to adjourn meeting at 3:36 p.m.
Sheldon Simon moved to accept, Ranko Richert seconded the motion



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
October 22, 2012 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order

- II. Approval of minutes
Motion to accept September 10, 2012 minutes
Edward Mallot moved to accept, Ranko Richert seconded the motion

- III. Curriculum Committee Report Approved
Ranko Richert moved to approve, Larry Dumka seconded the motion

- IV. New Business
 - a. Vision for CLAS Senate – Discussion with CLAS Senators about becoming a more proactive body of governance
 - b. Senators will provide questions for Dean Page’s report on CLAS Senate Blackboard Forum site

- V. Dean’s Report (provided by Ayanna Thompson)
 - a. Master Learners – by President Crow definition, “People who know how to learn and know how to solve problems. Create people to learn and innovate.”
 - b. CLAS units’ bylaws waiting on Provost approval
 - c. CLAS general bylaws – approved
 - d. CLAS Academic Personnel will provide workshops for candidates seeking promotion and tenure to assist in personal statement and cv, and chairs’ and directors’ workshop – best practice writing letters of review. Workshop for personnel committees, chairs, and directors – improve communication in faculty reviews, mentoring, career development, diversity, etc. April 10, 2013.

- VI. Adjournment
Elsie Moore requested motion to adjourn meeting at 4:24 p.m.
Sheldon Simon moved to accept, Robert McPhee seconded the motion



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
November 19, 2012 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order
- II. Approval of minutes
Motion to accept October 22, 2012 minutes
Sheldon Simon moved to accept, Katie Kolossa seconded the motion
- III. Curriculum Committee Report Approved
Brad Armendt moved to approve, Randy Cerveny seconded the motion
- IV. Announcements
 - a. Provost office anticipates approval of CLAS units' bylaws Spring 2013.
 - b. Continue to post questions for Dean's Report to Senate Discussion Board.
 - c. There are three finalists for the Dean of Natural Sciences position. The open forums for staff and faculty have been announced.
 - d. The Dean of Humanities position search is still open.
- V. Adjournment
Elsie Moore requested motion to adjourn meeting at 3:47 p.m.
Michael Rosenberg moved to accept, Brad Armendt seconded the motion



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
February 4, 2013 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order

- II. Approval of minutes
Motion to accept November 19, 2012 minutes
Sheldon Simon moved to accept, Robert McPhee seconded the motion

- III. Curriculum Committee Report Approved
Randy Cerveny moved to approve, Edward Mallot seconded the motion

- IV. Dean's Report
 - a. Ferran Garcia-Pichel appointed Dean of Natural Sciences
 - b. Kenro Kusumi appointed Associate Dean of Graduate Programs in CLAS
 - c. Dean of Humanities search committee has completed the interview process and will move forward to recruit one of the four candidates.
 - d. Question for Dean Page: "Does the College have a plan for managing 'curriculum raiding'". The Deans of Colleges meeting to articulate the procedures /model for jointly building courses.

- V. Lisa Whitaker (SSFD) and Robert McPhee (COM) agreed to form an ad hoc committee to gather data on the teaching quality of hired FA's on all four campuses. (Their email to gather comments from CLAS Senators is attached to the minutes.)

- VI. Adjournment
Elsie Moore requested motion to adjourn meeting at 3:57 p.m.
Sheldon Simon moved to accept, Robert McPhee seconded the motion

At our last CLAS Senate meeting, Bob McPhee and I volunteered to form an ad hoc committee to gather data on the teaching quality of the individuals hired as FAs on all four campuses and thereafter, make recommendations as to how we could improve the vetting/hiring/mentoring of those individuals to improve the quality of their teaching overall.

Bob and I would like to begin by gathering information from other CLAS Senators, in particular those who spoke at the last meeting and related concerns or 'horror stories' they were aware of, wherein less qualified people were hired to teach our courses.

The information we collect from CLAS Senators will be used to assess the scope of the problem and to determine if this is a sufficiently significant problem to bring to the attention of the University Senate. This information will also be used as a basis for discussion of what can be done to ameliorate the problem and the formulation of recommendations.

Would you please email all CLAS Senators on Bob's and my behalf and ask them to give us their input on the problem? Our emails are:

Bob.McPhee@asu.edu

Lisa.Whitaker@asu.edu

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**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
March 4, 2013 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order
- II. Approval of minutes
Motion to accept February 4, 2013, minutes
Ray Carpenter moved to accept, Brad Armendt seconded the motion
- III. Curriculum Committee Report Approved
Sheldon Simon moved to approve, Robert McPhee seconded the motion
- IV. Lisa Whitaker (SSFD) and Robert McPhee (COM) agreed to form an ad hoc committee to gather data on the teaching quality of hired FA's on all four campuses. Discussion followed with concerns:
 - a. FA's quality of teaching
 - b. In the future, raiding will be monitored, but faculty are not being compensated now
 - c. Findings that a course name and number are the same, but the content is completely different, so it's counted as a credit but not adequate as a prerequisite.

To do: Coordinate the concept of a course across all campuses

 - a. Strive for the consistency of content
 - b. Quality of FA's teaching
 - c. What is the structure of course development at the other campuses
- V. Announcements/Discussion
Concern: On-line course evaluations being used as part of faculty's evaluation. Is there any data which reflects faculty receiving worse evaluations with the on-line evaluation process? The University Senate is undertaking this task and John Shumway is chair of the Student Faculty Policy Committee and they are reviewing this process.
- VI. Adjournment
Elsie Moore requested motion to adjourn meeting at 4:20 p.m.
Robert McPhee moved to accept, Katherine Heenan seconded the motion



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
April 8, 2013 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order
- II. Approval of minutes
Motion to accept March 4, 2013, minutes
Sheldon Simon moved to accept, Ranko Richert seconded the motion
- III. Curriculum Committee Report Approved
Sheldon Simon moved to approve, Lisa Whitaker seconded the motion
- IV. Dean's Report – Ayanna Thompson announced the new Dean of Humanities, George Justice, from the University of Missouri –Columbia. He will begin June 1, 2013.
- V. Paul LePore, Associate Dean for Student and Academic Programs, discussed several topics; Quality of teaching across all four campuses, course raiding, and cross enrollments.
- VI. New Business
 - a. Discussed the proposed CLAS Bylaw change. Senators will vote on the proposed amendment at the next CLAS Senate meeting.
 - b. Lisa Whitaker, T. Denny Sanford School of Social and Family Dynamics, volunteered to run for the position Presiding Officer-Elect, AY 2013-14. Sheldon Simon moved to an acclamation, Ray Carpenter seconded the motion. Unanimously, Lisa Whitaker was voted in to the position.
- VII. Old Business
John Shumway, chair of the Student Faculty Policy Committee, provided an update regarding the on-line course evaluations being used by the University. Each department/unit will have a resource person who oversees the process. Research data shows the response rate for students completing the on-line forms is between 55-65%.
- VIII. Announcements
 - a. Ayanna Thompson is taking a position at George Washington beginning July 1, 2013. Deborah Clarke, Professor in English, will be the Associate Dean of Faculty beginning June 1, 2013.
 - b. Next CLAS Senate meeting, May 6, 2013.
- IX. Adjournment
Elsie Moore requested motion to adjourn meeting at 4:25 p.m.
Eric Kostelich moved to accept, Steve Semken seconded the motion



**College of Liberal Arts and Sciences Senate
Faculty Senate Meeting Minutes
May 6, 2013 · 3:15 pm · Fulton Center 2490**

- I. Call to Order
Presiding officer Elsie Moore called the meeting to order
- II. Approval of minutes
Motion to accept April 8, 2013, minutes
Randall Cervený moved to accept, Ranko Richert seconded the motion
- III. Curriculum Committee Report Approved
Eddie Mallot moved to approve, Richard Lebed seconded the motion
- IV. Dean's Report
 - a) Dean Page presented Elsie Moore with plaque of appreciation for her service as Presiding Officer of CLAS Senate
 - b) Introduction of Deborah Clarke, Professor in English, will be the Associate Dean of Faculty beginning June 1, 2013.
 - c) Discussion-Overview of Resource Management
- V. Proposed CLAS Bylaws Amendment
Motion to accept proposed change
Brad Armendt moved to accept, Michael Rosenberg seconded the motion, vote unanimous
- VI. Announcements
 - a) Elsie Moore presented Ray Carpenter with a gavel as he steps into the Presiding Officer position for CLAS Senate
 - b) John Shumway, Dept. of Physics, will be leaving ASU for a position in the private sector
 - c) CLAS Committees voting in progress, ends May 10, 2013
- VII. Adjournment
Elsie Moore requested motion to adjourn meeting at 4:31 p.m.
Eric Kostelich moved to accept, Richard Lebed seconded the motion