Arts and Sciences  
Faculty Advisory Council  
September 29, 2010, 2:00 – 3:00 p.m.  
156 University Hall  
MEETING NOTES

PRESENT: Chad Allen, Doug Alsdorf, Barbara Andersen, Irina Artsimovich, Greg Caldeira, Prabir Dutta, Russ Fazio, Lisa Florman, Avner Friedman, Scott McGraw, Tony Mughan, Sherwin Singer (ex officio), Joe Steinmetz (ex officio), and John Wenzel

ABSENT: Lesley Ferris, John Hellman, Maurice Stevens

1. Executive Dean’s Charge to the Faculty Advisory Council
   a. The primary purposes of the FAC will be to replace the former Arts and Sciences Executive Committee, which existed before the college restructuring, and to serve in an advisory capacity to the Executive Dean’s office on policies, procedures and other issues of concern and interest to the College of Arts and Sciences faculty.

2. Elect Chair of FAC
   a. Doug Alsdorf was unanimously elected as chair of the FAC.
   b. The FAC is to create a formal process for electing chairs and other FAC leaders for the future.
   c. Executive Dean Steinmetz will continue to attend FAC meetings in his ex officio capacity, but future meetings will be chaired by Doug Alsdorf.

3. Issues for FAC consideration
   a. Pattern of Administration for the new College, to be completed by June 2011
   b. P&T process for the reunified College; operating this year under old rules for the legacy colleges, which were in effect before the official reunification was completed.
   c. Role of the Arts and Sciences Faculty Senate moving forward
      o Sherwin Singer, chair of the ASC Faculty Senate, explained the principle mission is curricular, with the CCI and Honors committees reporting to the Senate. The historic mission is to oversee the GEC, most recently in light of semester conversion.
   d. Curricular matters and changes

4. FAC subcommittees
   a. Executive Dean Steinmetz sought feedback from the FAC regarding committees of the Council to be formed, referencing the list of committees outlined in the current POA. The function of the committees is to take a first-level evaluation of proposals that may come before the Council. The FAC is to take a college-wide view on how these areas are addressed in the committees.
b. Expectation is that FAC members will serve as committee chairs and that committee membership may include other FAC members and other Arts and Sciences faculty.

c. Executive Dean Steinmetz noted that three committees listed in the old POA currently exist and operate, including: Deans Council (weekly meeting of Executive Dean with three divisional deans and ASC chief administrative officer); ASC Staff Advisory Council; and the Arts and Sciences Student Council. They operate independently of the FAC.

d. Committees of the FAC that were created after discussion:
   - Development/Fundraising
   - Diversity
   - Faculty Matters
   - Finance and Budget
   - Graduate Programs
   - Innovation and Commercialization
   - Space and Facilities
   - Strategic Planning
   - Technology
   - Undergraduate programs

Post-meeting note on agenda topic not discussed, due to time:

1. Regular meeting schedule, staffing for the FAC
   a. The regularly monthly meeting schedule is still to be determined. The FAC members will be contacted to finalize.
   b. Katherine Margard, Executive Assistant to Executive Dean Joe Steinmetz, will serve as the staff liaison to assist the group as requested and will attend meetings to take notes.

Respectfully submitted by:

Katherine Margard
Faculty Advisory Council Staff Liaison