

Started: 2:15pm

Ended: 4:15pm

In Attendance: L. Vaillancourt, R. McCulley, K. Jacobsen, J. Strang, J. Ringe, R. Brown, R. Dwyer, M. Barrett, K. Tanaka, and Lisa Collins

Agenda & Discussion:

1) Thoughts on New Faculty Workshop (held Aug. 14, 2012): In general, this workshop was well-received. There was more conversation amongst participants than there has been in past years. While attendance was low, it was not unexpected (several new faculty had conflicts with the date). We discussed polling participants as to what they liked, didn't like, what else might be covered, etc. There was a suggestion that there could be less food at the reception (not much was eaten), particularly the sweets.

2) Update on the College RoP: M. Barrett, J. Ringe, and L. Collins have been working on this, but L. Collins found some additional issues during this process, which they are now trying to rectify/resolve. These primarily dealt with who can be part of the AFC, voting rights, etc. We postponed further discussion on this topic until our next meeting.

3) Upcoming events:

a) **College Faculty Meeting with the Dean** – is planned for Oct. 31st. We all need to be generating and gathering questions for the Dean. We can email these to L. Vaillancourt, who will collate them and forward to Dean Smith before this date. Several email reminders will be sent out. We will also have note cards, pens, and a collection box for questions that may arise on-site.

b) **Promotion and Tenure Workshop** – will be sometime in the Spring. R. McCulley will work with L. Collins to set the date and organize this effort. It will be based on what has been done the past few years (include members of the College and various area committees, the Dean and Assoc. Deans, newly tenured faculty members, etc.).

4) Discussion of the President's Reports: L. Vaillancourt posed the question of whether AFC should prepare a short summary statement of the various reports (Huron Report, August 2012 Retreat, and the BOT Budget Presentation) that have come out of the President's Office and request Ag Faculty Feedback. This generated quite a bit of discussion from those present, and led to the development of several action items that various members of AFC will pursue.

- a) K. Jacobsen and R. Brown agreed to lead an effort to poll benchmark institutions and teaching schools about how teaching is evaluated, the types of instruments used, and the way that teaching portfolios and peer-reviews are utilized at Departmental, College, and/or University-levels. This was stimulated by concerns on whether we will be moving to all online student evaluations and whether/how these will factor into the new budget model, etc. They will report back to AFC on what they find.
- b) R. Dwyer and J. Ringe will draft a letter on the behalf of AFC requesting clarification on how advising factors into the new budget model. Advising requires a significant amount of time for some of our faculty, but it is not clearly articulated in the new budget model as qualifying as 'teaching time.' R. Brown asked whether there should be advising evaluations. This letter will be circulated to AFC members and then sent to Assoc. Dean Grabau and Dean Smith.

At this point in time, AFC decided that circulating a summary of the various reports may not be warranted.

5) Discussion of how we calculate student contact hours (DOE Guideline form): Several main points/issues were raised with the current document (summarized below). L. Vaillancourt will draft a letter to Assoc. Dean Grabau and Dean Smith reflecting our thoughts on this document and requesting additional consideration, changes. She will circulate this letter to AFC for comment before submitting.

- a) A suggested timeline for when you base your student numbers would be useful (e.g., at the beginning or end of the semester; do you count all enrolled students or only those passing the class?).
- b) In light of the new budget model and our College's focus on experiential learning, there could be additional lines under the 'Supplemental Instructional DOE' that better reflect faculty effort on study abroad and other experiential learning performed in our College.