

Present: Mary Beadle, Cecile Brennan, Todd Bruce, Jeff Dyck, Margaret Farrar, Matthew Johnson, Dwight Hahn, Penny Harris, Dan Kilbride, Anne Kugler, Graciela Lacueva, Kathleen Manning, Mike Martin, Pam Mason, John McBratney, Patrick Mooney, Maryclaire Moroney, Keiko Nakano, Paul Shick, Martha Pereslenyi-Pinter, Nick Santilli, Mike Setter, Brian Williams, Sheri Young

1. Dr. Margaret Farrar – Outlined the year's main priorities: HLC Notice, Strategic Plan, Academic Program Reviews, CORE Curriculum. **Outcomes** – Work together and with the Assoc. Dean's through collaboration and consultation. Keep students at the center of vision and tailor meetings to be inclusive. Implement a communication plan that encourages input and an open exchange between faculty, Dean, and Associate Deans. Associate Deans will reach out to chairs for schedule of department meetings this year to facilitate communication and faculty feedback. Evaluate structure at the end of the year through input of Chairs' and faculty. Determine if the structure is working and if communication has improved.
2. Martha Mondello Hendron – Evaluated the petition process with Academic Advising, IT, Enrollment, and Hyland Software. Determined that the current process was dysfunctional and starting over from scratch was the only option. **Outcomes** – new petition was developed and is ready to launch on Hyland's *OnBase* software. Petition process will be more user friendly and accurate. Brian Williams stated that they will be working in phases to produce the most accurate information and will utilize feedback. Currently, phase 1 deals with course repeats. Michelle Walker, Sr. Asst. Registrar, will be the designated "gatekeeper"; she will proof and evaluate all petitions before sending them through the routing queues for approval.
3. Dr. Maryclaire Moroney - Reported that academic policies comprise 20 pages of the University Bulletin. The Provost has directed that a group be convened to provide a holistic mechanism of ongoing review of policies i.e. transfer credits, exceptions on degrees. **Outcomes** – Potential working group committee may include offices of the Bursar, Registrar, and Financial Aid and possible student representation. Will convene by October 2015. At least one forum will be needed with Barbara D'Ambrosia to share information and decipher needs.
4. Dr. Todd Bruce - APR deadlines are approaching. Process: **a.** evaluate potential reviewers. **b.** send for approval from the Dean's office. **C.** contact Ellen Valentine for dates.

Team Assessment – Student Learning. All programs need assessment plans. Faculty led effort at the institutional level will evaluate how students are learning over their entire JCU experience. Evaluate audit assessment pieces across campus. Incorporate University learning goals, course level assessment, workshops.

Questions from faculty:

- A. What is the definition of a "mature assessment plan?"

Answer: Are we making changes on the data that we are collecting? Evidence on collected data should show that changes are happening.

- B. Too much is included in the syllabi including the diversity policy. What can be kept out?

Answer: focus syllabi for student's understanding of why they are doing particular assignments and activities.

- C. A faculty member commented that assessment and program review is a collaborative process and suggested that all follow up will need to come back to the faculty to "close the loop." Contact Todd Bruce to provide help with writing syllabi and to provide answers for APR and assessment.

5. Nick Santilli – HLC

The next HLC focused visit is Sept. 2016. Report due to HLC, July 1, 2016. Judgment rendered Feb. 2017. Assurance review 2018, personal visits 2016 and 2018.

Outcome - Convening working groups to include Jeanne Colleran, Cathy Rosemary, Nick Santilli and Todd Bruce to assess student learning, learning outcomes, and institutional effectiveness. Working with three HLC writing teams comprised of faculty and staff to work with sub components, document collection, drafts. Will continue to give updates as drafts become available. The assurance review scheduled for 2018 will need to show sustainable follow through from institutional level to department level. Auditing of internships and other activities needed to determine baselines, develop targets, and then assess.

6. Margaret Farrar - Diversity Post Doc. Fellowship Proposal – Departments and programs may submit bids. Teaching load will be 2/2 or 2/3. Limited to minority academic scholars from groups underrepresented in academia relative to their percentage in the U.S. population. (While this definition of underrepresented minority is far from completely clear, it is the definition most widely agreed upon in higher ed.) Money will come from administrative salary savings. Expectations to include research. Teaching should be central piece when evaluating scholars.

Outcomes – Dr. Farrar called for a show of hands of all who supported the initiative and the outcome proved overwhelming for support. The Dean and Associate Deans are available for help and advice with proposals.

Strategic Plan -Timetable for approval by board is December. Firm.

Outcomes - Graciela Lacueva is mapping all input from faculty to see what is missing. Needs all input by Monday, 9/14, 4:00 pm

There was concern that the language is not specific enough and that operational curriculum will not be brought to Faculty Council for approval.

M. Farrar gave assurance that those elements of the strategic plan that requires faculty approval (e.g. new majors and minors, etc.) will continue to go through faculty governance even after we pass the strategic plan.

Meeting adjourned at 5:01 pm