The meeting began at 2:00 PM, in CA 438.

**Present**: Harrington, Blomquist, Snodgrass, White, Wittberg

The minutes were approved.

**Committee Updates:**

Academic Affairs: (Snodgrass) Met on Jan. 12. That meeting was primarily concerned with F-to-W grade changes, of which only 2 were approved. With the passage of a new Student Rights and Responsibilities document, another duty has been given to the AA Committee – to mediate grade disputes. Instead of the former process, in which an appeal went straight from the departmental level to Rick Ward and then to the campus Director of Student Affairs, it will now be first sent to the Academic Affairs Committee. The Committee may appoint a subcommittee of 2 AAC members and two students to deal with this. **Agenda Item**: No motions are proposed, but either Rick Ward or the AAC chair should report on the grade appeal change and the reasons for it. Also, the AAC chair should urge department chairs to act on grade change petitions so that there are not so many kicked upstairs to the AAC.

Academic Standards and Policies: (Bloomquist). The Committee hasn’t met since the last time. In the coming semester, the committee will be considering simplifying electives and also possibly combining the ASP and the Undergraduate Curriculum Committee. Bloomquist will email the ASP chair, Herb Brant, about these two items, and also extend Susanmarie Harrington’s offer to meet with both committees to discuss the merger. **Agenda Item**: Space must be reserved for the elective simplification policy. Material on this needs to be circulated to the faculty.

Graduate Curriculum (Bloomquist): The committee hasn’t met since the last meeting. No agenda items are anticipated.

Library Committee: The library committee has not met since the last time.

Nominating Committee: Bill Stuckey, Larbi Oukada, and Patricia Wittberg met to figure out a timetable for the spring elections, working backwards from the April date. Pat Wittberg will get a list of eligible faculty to Larbi by the end of January. **Agenda Items**: Results of the PT special election will be reported at the Faculty Assembly by Pat Wittberg. Susanmarie Harrington will report a minor by-law change to include electronic elections.

Promotion and Tenure: No report. No agenda items anticipated.

Resources and Planning: (Bloomquist) The committee has not met since the last time.
Budget hearings will begin soon. No agenda items are anticipated.

Committee on Teaching and Advising: (Snodgrass) The committee has not met since the last time. Since teaching awards will probably take up all of the committee’s time in the spring semester, the advising survey will probably be put on the back burner. However, Snodgrass will contact the University College to see if they have a template for an advising survey. No agenda items are anticipated.

Research Advisory Committee: The committee has not met since last time. Susanmarie Harrington will remind Jane Schultz to convene this committee, and ask her for advice on how to celebrate research. This celebration is scheduled for the March Faculty Assembly. No agenda items are anticipated.

Technical Services: At the last meeting, most time was taken up with the policy on food and drink in the computer labs. No agenda items are anticipated.

Undergraduate Curriculum: (Snodgrass) The committee did not meet together, but conducted their business by email. They approved the International Studies minor, and discussed meeting jointly with the Academic Standards and Policies Committee to discuss the proposed merger of the two committees. Susanmarie Harrington will attend this meeting to explain the rationale for the merger. 

**Agenda Item:** Approval of the revised copy of the syllabus guidelines, postponed from the last Faculty Assembly meeting.

Discussion ensued on committee mergers. The Common Core Curriculum Committee already appears defunct. Any remaining tasks it has could be given to the merged ASP and UCC committee. The School of Science is not happy with the way the Integrator Course requirement has been implemented and wants to delete this from the science curriculum. Currently, SLA can’t dialog about this because responsibility is spread over the defunct Common Core Curriculum Committee, the Academic Standards and Policies Committee, and the Undergraduate Curriculum Committee. Robert White proposed combining the CCCC and the UCC first: all this would do would be to add approving the list of Integrator Courses to the UCC’s tasks. Susanmarie Harrington wanted to wait until March before introducing a by-law to eliminate the CCCC. That way, there would be two months to see if a merger of all three committees could be arranged. If not, Bob White’s suggested merger of the UCC and the CCCC can be a fallback option.

Susanmarie Harrington will check with Bob Sutton to see if any of his committees need time on the agenda.

Bob White has asked the department chairs and program directors to develop measures of research consistent with the Strategic Plan. He will not be at the Faculty Assembly; Rick Ward will give the Dean’s report. Enrollments are up 1.3% this semester over last year.