USAO Faculty Association

December 3, 2002

Minutes


I. President Nancy Osborn called the meeting to order at 11:05 am.

II. Minutes of the November 5, 2002 meeting were moved for approval (K. Harrison/Shafer).

Faculty were reminded to sign the attendance roster legibly.

Motion carried.

III. Treasurer Report --Faculty Association has approximately $1,000 balance.

Please remember 2002-2003 Faculty Association dues.

IV. Committee Reports—

A. Curriculum –No report

B. Faculty Handbook –Will meet in January 2003. Faculty are encouraged to forward suggestions for changes to Committee members. Concern was raised for the need to provide continuity and harmony in documents and in the criteria used for assessing Annual Reports, Tenure and Promotion papers, and Tenure Review Papers.

C. Faculty Resource Committee –

Osborn noted the following:

1. Except for the swimming pool, fees are collected when campus facilities are used by the public. She will talk to Dr. Feaver about the use of the fees collected. She
will ask that collected fee monies be forwarded to the Division whose facilities are involved when out-side-user fees are collected.

2. Dr. Feaver indicated the Regents Professors stipends will continue. Indication is that this program involves public relations issues.

3. The Nash Library is not open on Saturdays. Students are asking why. Saturdays are a prime, especially for those who live on campus, to use the library.

4. The IDS Program must not be neglected. Concern for the lack of a full time director was raised. The IDS Program is an integral part of the University. This concern needs to be addressed.

5. Despite the budget situation, the Summer Trimester will occur.

D. Tenure and Promotion --None

V. Old Business —

A. Dr. Shafer and Dr. Webb will report on January 7, 2003 concerning the issue of changing, for purposes of USAO publications, the terminology “alumni” to “alumnae and alumni.” They will provide information concerning the rationale for such a proposal. Faculty input concerning the issue should be forwarded via E-mail.

B. The Tenure and Promotion Committee report on the issue of Tenure Review and a draft proposal for suggesting revisions in the process will occur at the January 7, 2003 meeting.

VI. New Business —

A. A concern was raised as to whether the new Fall 2002 time schedule for classes was presenting a structural problem which may be prohibiting faculty from covering as much content as normal. Has the University gained or lost as a result of the new schedule? Discussion indicated that this perception may be logical and real due to a late Thanksgiving Recess coming too near the Final Exams Week. It was also noted that the new schedule was initiated to make sure USAO classes included the required 800 minutes per each hour of class. Additionally, going to a 16 week trimester is not desirable.
C. Other discussion centered around the concern that some faculty may not be holding class or exams during the Final Exam Week. Osborn observed, that we have a system and that faculty responsibility is to do our jobs and this means using the Final Exam Periods as part of the minutes required for a course. Further, comment was made that the custom is, when a faculty member does not give a final exam during the designated time, the time is to be used for some other activity. Faculty need to police themselves on this matter. Osborn will send faculty an E-Mail reminding them of the responsibility to use the time scheduled for the Final Exams. This will be done in December 2002, January 2003, and April 2003.

VII. Announcements –

A. January 16, 2003 Internet II will be on campus at 9 am.

B. January 7, 2003 will be the next meeting of the Faculty Association.

C. Remember *Books for Tots* and contribute. Contributions of money will buy more for the money the week of December 2-6, 2002 due to 50% discounts from Scholastic.

D. The deadline for turning-in Fall 2002 grade sheets is 10:00 am December 10, 2002. Note, this is a change.

E. Remember, observe the University policy concerning use of Final Exam hours.

F.

VIII. Meeting Adjourned 11:37 am.

Respectfully submitted,

Keith Harrison, FA Secretary