The meeting was called to order at 3:12 pm.

I. Approval of Agenda
Motion was made to strike Item II (Approval of Minutes) to allow members adequate time to review the minutes. The revised agenda was approved.

II. FA Chair’s Report – Joan Carroll
The President has established a small committee to take an overall look at the judicial process on campus. The perspective of this committee will be broad and process oriented; they will not be reviewing any specific cases.

At the suggestion of one of our members, an account will be set up with the Credit Union to receive donations for the family of Lateef Haskins. Mr. Haskins was a construction worker whose life was claimed by an accident while installing metal roof decking on a new connector between Park and Wilber Halls. A notice will be sent to Oswegodaily inviting the campus to participate.

The room for our spring meetings will be reserved soon and the calendar will be prepared and distributed.

Please continue to send handouts and reports to faculty.assembly@oswego.edu

III. Reports of Councils, Committees, and Task Forces

• Personnel Policies Council
  Reported out the proposed bylaw revisions relative to Interdisciplinary Hires / Shared Appointments. This has already been vetted by the deans and will be shared with Craig Graci, Director of IPAC, for feedback prior to putting it on the FA agenda.

• Academic Policies Council
  Met on November 16 and approved the Mathematics/Applied Statistics Cooperative Program proposal. The Council continued to grapple with the “half-the-major-at-Oswego” rule and will revisit the topic at its next meeting. Issued include defining exactly what half the major means, how it applies to a student who has already earned a degree from SUNY Oswego, students earning a second major in the same department, etc.

  APC did not receive the revised Honors program proposal by the time of their meeting; accordingly they were unable to act on it.
**Priorities and Planning Council**
Next meeting is November 30.

**General Education Council**
The General Education Council met on Nov. 14 and approved the Computer and Information Literacy Infusion plans for Anthropology, Cognitive Science and Linguistics. They had previously approved the infusion plan for Health Promotion and Wellness. The next meeting will be 11/28/12 at 8am.

**Graduate Council**
Next meeting is November 30.

**Library Council**
Renovation of the library continues including: front of building, new access to café, 24-hour room, ADA-compliant bathrooms on first floor and improved signage. The Writing Center has been expanded on the 3rd floor. Requests have been submitted for doors, additional sound-proofing. Both Rice Creek and Sea Grant offices are temporarily located in the basement.

The student advisory task force has suggested a newsletter and more events hosted in/by library. New technology, including iPods, is available. E-Books are being purchased, particularly to support the Metro Center and online classes.

Library staff is working on an assessment plan. Goals for the year: 1) Renovations: what kind of facilities, services should the library have or create? 2) Working to improve communication with faculty and students.

**Undergraduate Curriculum Council**
UCC met on Wednesday, 11/14 and approved the following course proposals: ACC 315, ART 346, ART 422, ART 445, GER 200, PSY 111, THT 352.

Perquisite changes were approved for: PSY 111, PSY 325, ART 322, ART 323, ART 333, ART 445, BRC 455. There was also a blanket “Instructor Permission” approval for all ANT courses.

UCC is planning to meet next during the week of February 4th.

**Assessment Advisory Committee**
The AAC met on Friday November 16, 2012. In addition to our regular business, we met with Provost Lorrie Clemo who highlighted the role the AAC played in the Middle States reaccreditation process, as well as her vision for the committee moving forward. The overall message to the campus is that our progress has been great, but there are still improvements we can make in order to be better. We talked at length about the importance of streamlining assessment efforts (gen ed, program, writing across the curriculum) so that departments and programs continue to conduct meaningful assessments in order to improve student learning.
We discussed the importance of staying committed to professional development for committee members, as well as sharing best practices with the campus community.

Additional committee business included reports from the Assessment Coordinator and AAC Chair, Barbara Walvoord. She will return to campus around January 22. She will conduct a workshop for “new” faculty (any full-time, VAP, or adjuncts hired within the last 3 years). Attendees must RSVP to Teresa Casanova by December 10th. The next meeting will be December 14, 2012.

**UUP**
End of semester gathering will be held on Friday, December 7, 3:30 pm in the Sheldon Ballroom.

IV. Academic Affairs Report – Lorrie Clemo
See attached Powerpoint presentation

V. Assessment Report – Brad Wray
This is the first year we have run the through the full cycle of annual assessment reports introduced by the Provost. This Process was designed and introduced to the campus community as we prepared for our reaccreditation with the Middle States Commission.

**Summary** – The results of the first annual assessment reports provide a valuable benchmark for measuring our success in the future. Exemplary annual assessment reports came from the following five programs: Broadcasting, Communication Studies, Journalism, Physics and Economics.

**Good News** – Departments and Programs that received guidance and training on assessment from the Assessment Coordinator, Barbara Walvoord, or a well-trained faculty member are conducting meaningful and useful assessment of student learning.

**Recommendations**
- Some program directors and department chairs seem to have misunderstood the form. The AAC website includes an example of a completed annual assessment report.
- We restructured the schedule; departments and programs will have more time to discuss their assessment data and formulate a plan of action.
- We need a more effective means to reach program directors. Departments that support more than one major need to complete a separate assessment report for each major.
- We are clarifying the role of the Deans in the process. Deans will ensure that: (i) all Departments and Programs submit reports; (ii) all reports are submitted on the proper form; and (iii) requests for resources to support assessment activities are addressed.
- Every Program and Department should identify a person to contact for matters related to assessment.
We are planning to support Assessment Fellows, faculty members with reassigned time to devote to working with departments and programs.

VI. Election for Vacancies on FA Councils and Committees
Patrick Murphy – ENG was nominated and elected to the FA 12-14 seat on the Admissions and Student Services council.

VII. Unfinished Business – None

VIII. New Business – None

The meeting was adjourned at 4:48 pm.