The meeting was called to order at 3:07 pm.

I. Approval of Agenda –
The agenda was approved as distributed

II. Minutes of January 30, 2017
The minutes were approved as distributed.

III. FA Chair’s Report – Lisa M. Glidden

1. Schedule for the rest of this semester:
   2/13* Adrienne McCormick, SUNY Teach NY committee
   2/27 Chief John Rossi, UP
   3/20 Jill Pippin Metro Center update;
   Middle States Periodic Review Report (Kristi Eck and Paul Stewart)
   4/3 Applied Learning Task Force report presentation
   4/17 vote on Applied Learning Task force recommendation
   Jill Pippin and Sandy Bargainnier on PLA
   5/1* Mitch Fields Facilities update

2. Grades
   A. Fall grades submission—best numbers ever
   B. Downloading from Blackboard (work offline)
   C. Importing to myOswego (see Blackboard documentation)

3. COACHE survey heads up

4. Meeting with the SUNY Provost Alex Cartwright tomorrow

IV. Reports of Councils, Committees, and Task Forces

A. Academic Policies Council (Sue Fettes)
   Academic Policies Council met on Friday Feb 3rd. We passed changes to
   the RMI (Risk Management and Insurance) major pending minor
   revisions. David Vampola visited to discuss the new Digital Humanities minor. APC
   passed the new minor pending slight revisions. We had visitors
   from Modern Languages and Literatures (MLL) to discuss program
   revisions for all of their majors. APC felt we were unable to pass
   the proposed revisions at that time and we will continue to work with
   the MLL department. APC meets next on Friday Feb. 16th

B. General Education Council (John MacDonald)
   Gen-Ed Council approved a revised writing plan for Chemistry, which add a lab (CHE 360L)
   which add previously been omitted by mistake. The Council also approved the revised
Writing Plan for Human Development and separately approved for that plan, course HDV 303.

C. **Personnel Policies Council (Gwen Kay)**
PPC met on Monday February 6.

We are concerned about recent searches (CDIO) and whether policy has changed or not, in terms of providing campus with adequate information (name, if not also cv) when invited to meet with them in open Q&A. Do our bylaws need to be revised to accommodate new searches above level of dean (currently not prescribed in bylaws)?

We are inquiring about status and details of the salary study and when that information will be forthcoming.

We have concerns about the mandatory training required by the Office of Human Resources. The language suggests a corporate rather than academic environment, contradictory information was presented, and it seemed less user-friendly than previous incarnations.

We have developed a working document about campus policy vis a vis NYS Open Meetings Law and one-party consent to be shared out on the floor shortly.

D. **Information Technology Council (Cara Thompson)**
   1. TIP Grants 10 awarded
   2. Best practices for Backup
      Working on best practices for storing data and backup. There are a few supported methods, i.e. Google, Microsoft Z drive. A concern was raised: If a faculty member meets with unforeseen circumstances, does the department have a plan that includes determining final grades? We decided to work on a best practices document for these types of circumstances that will include backup, storage and records retention.

E. **Priorities and Planning (Rick Back)**
We approved the new minor in Digital Humanities. We also approved revisions to the BS in Risk Management and Insurance. We discussed proposed revisions to all majors in Modern Languages and Literatures (FRE, GER, SPA), but deferred action pending further information from the Provost and Department Chair. Our next meeting is scheduled for 2/17/17.

F. **Undergraduate Curriculum Council (Lenutsa Giukin)**
ART 211 (new): Drawing to Communicate
ART 309 (update): Multimedia I
ART 375: (new): Research Methods and Writing for Art History
ART 409 (update): Multimedia II
ART 414 (update): Advanced Problems in Graphic Design
MUS 483 (new): Recording Technology IV
ZOO 451 (new): Human Osteology

V. Elections
Paul Leary (music) Elected to ITC.

VI. Teach NY (Adrienne McCormick)
Dean McCormick discussed the Provost’s Steering Committee on TeachNY policy. See her Power Point presentation on the FA website.

VII. Motion to reduce minimum number of credits for graduation.
Unanimously agreed to return to APC for further review.

The meeting was adjourned at 3:52 pm.