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

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

II. Minutes of February 12, 2018, Approved pending correction of typos

III. Revised Minutes of November 20, 2017, Approved

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

1. Revision to the Universal Personnel Due Dates for Promotion Decisions

According to the bylaws (Appendix D, III, L), if the peer review (subdivision) committee's ranking of candidates is different from the department's personnel committee, or if the committee decides not to recommend a candidate for promotion, they have to submit a report to the department's personnel committee within 10 working days before moving files forward to the Dean. The current schedule does not allow enough time to ensure compliance. This applies only to the promotion timeline. The revised timeline is as follows:

March 12 - March 26 - Peer review committee recommendations to Deans/Library Director
March 26 - April 9 - Deans/Library Director recommendations to Provost
April 16 - April 30 - Provost's recommendations to President

2. The Budget Advisory Group met on Friday, February 22nd. The President reported out to her recent lobbying on the budget. You can find her presentation, along with minutes and presentations from all of our meetings at: https://www.oswego.edu/budget-advisory-group/

3. Please ask your students to pick up after themselves when they leave a lecture hall (especially the larger auditoriums seem to be an issue).

4. Reminder: know the norms of your building. In most cases, if you move desks around in your class, please ask the students to return the room to its original configuration.

V. Reports of Councils, Committees, and Task Forces

A. Academics Policies Council (Eve Clark)

APC met on February 16. We reviewed a proposal for the Sustainability Minor and sent it back to the committee with changes and questions. Through an email vote we approved the changes and the proposal is on the floor for review. We will meet on Friday, March 2nd at 3:00pm.

B. General Education Council (Ming Te-Pan)

GE council met on Feb. 13th.
The council approved Political Science Course outline for PS writing plan. This includes: POL 316, 335, 336, 338, 339, 346, 347, 368, 378, 387, and 409.

Council also approved ITA 201, 202 to be included into GE Humanities Category.

C. Personnel Policies Council (Elizabeth Schmitt)
PPC met on 2/19

1. Finalized handouts on personnel criteria guidelines for departments. These are available at the front (of FA) and are posted on the website. These are advisory documents to aid departments in updating or writing their own criteria.

2. Putting out a call for comments on revisions to appendices B and D on continuing appointment and promotion. These will include connecting continuing appointment to associate promotion, the composition of department personnel committees, ranking systems and other issues. PPC will put out a call for comment via Google form, with descriptions of possible changes/issues on the FA listserv and (hopefully) through the chairs list.

3. The next meeting on 3/5, tentatively with the Provost.

D. Graduate Council (Sandy Bargainnier)

1. The Graduate Council met on 3/22/18. We discussed several MBA courses that had been reviewed a first time on April 21, 2017 were brought back to the Council for further discussion.
2. We received a program update from the Dean on the Strategic Communication – online delivery; sent to SUNY--the council did not vote on it.
3. Associate Dean search. A search for an associate dean in division of graduate studies is currently taking place.
4. The council discussed candidacy/admission criteria
5. Diversity fellows. We have seven fully funded through their complete graduate studies.
6. Scholarships. Four scholarships were moved to incoming students with a May deadline. Four existing graduate students’ scholarships, they are due on April 1st.

E. Undergrad Curriculum Council (Brian Moritz)

1. UCC has rescinded the course update of ECE321- Power Circuits and Systems (which was reported to FA on 2/12/2018). This course update requires a program change, which has not been approved by the Academic Policy Council (APC).
2. UCC approved the following courses:
   - ECO349 (new): Economics of Education
   - HIS496 (new): Peer Educator in College History
F. Priorities and Planning (Linda Rae Markert)
The Priorities & Planning Council met on Friday, February 23\textsuperscript{rd}:
1. Council members reviewed and discussed proposed changes to the Sustainability Minor. We unanimously approved these revisions.
2. We determined our remaining Spring 2018 meeting dates to be on the following Fridays at 3:00 PM: 3/9, 3/23, 4/6, 4/20 & 5/4. Agenda and/or action items must be received by noon on the Wednesday preceding these dates in order to be reviewed and acted upon by Council Members. If an agenda has not been established within these parameters, the meeting will be canceled by the Council Chair. Please direct all correspondence for this council to Dean Crawford dean.crawford@oswego.edu
3. Our next meeting is scheduled for Friday, March 9\textsuperscript{th} at 3:00 PM in 301 Park Hall.

VI. Presentation: Academic Affairs Update (Scott Furlong)
Scott discussed tenure track searches. The searches are ongoing for all schools. The number of faculty has been increasing for the last three years.

Academic Affairs is currently addressing retentions concerns, Improvements to the Center for Experiential Learning. They are looking at current personnel policies and practices and conducting a faculty salary study. At the end of this study, a recommendation will be made to the President regarding adjustments to inequitable salaries.

This semester they are also addressing online programs, grad programs and advising practices.

Scott also discussed the many accomplishments of this year. See Scott’s presentation [here](#).

VII. Action: Motion on Academic Calendar Rules Change
Casey Raymond presented an overview of his proposal to amend the calendar rules.

Through lively discussion the following amendments were addressed:

1. Motion to strike paragraph:
   “The Committee will publish and distribute the following statement regarding religious observances and a calendar of potential dates that might be impacted. Any students who are unable, because of their religious beliefs, to attend classes on a particular day or days shall be excused from any examination or any study or work requirements that they may have missed because of such absence. Faculty are asked to keep the list of potential observance dates in mind when scheduling examinations or major assignment due dates."

   Electronic vote to remove paragraph: For: 27  Against: 4  Abstain: 1
   Motion carried
   *Side-by-side calendar illustrating this change can be seen [here](#)

2. Motion to add statement: “Holidays should be chosen in advance to minimize academic disruption.”

   Electronic vote to add statement: For: 6  Against: 28  Abstain: 3
Motion did not carry.

Due to time constraints, this proposal will be added to old business and will be picked up at the March 19th meeting.

The meeting was adjourned at 5:00 pm.