FACULTY MEETING MINUTES  
(Attachment A)

DATE: December 2, 2014  
TIME: 11:00 am.  
PLACE: BSC 336  
PRESIDING: James Callaghan, Vice-President for Academic Affairs

1. Invocation Will Mullins, Chaplain

2. Minutes, November 18, 2014 meeting approved.

3. Agenda December 2, 2014 meeting amended to reflect that there will be no President’s Report as President Steele is away on business. Approved as amended.

4. Reports, General Education Task Forces

- LAE Task Force -- Dr. Paul Szalay
  Dr. Szalay stated that the task force is close to being finished reviewing materials. Task force will meet next week to finalize matters and will keep the faculty updated.

- General Education Learning Outcomes and Assessment -- Dr. Todd Lekan
  Dr. Lekan had nothing to report from the task force.

5. Undergraduate Curriculum Committee Recommendations -- Dan Wilson, Registrar

  A. Proposal from the Health Science department to:
     Add HLSC 340: Instrumental Clinical Chemistry (3 credits) to the permanent MAP offerings. Objection raised. Background on course given. Discussion. Approved.

6. Report, Faculty Executive Secretary. Dr. Stephen Van Horn plans to hold one or two Faculty Forums at the beginning of the semester to discuss Gen Ed.

7. Report, Vice-President for Academic Affairs. Dr. Callaghan reminded faculty that grades are due by noon on 12/16. Final exams should follow the schedule as set by APAP. The December Reception is set for December 6 at 10:30 and is being moved to Brown Chapel due to the amount of family members attending. Dr. Callaghan reminded faculty that this is a great opportunity to congratulate students, and to meet and interact with their families. Jeff Zellers passed along a reminder that Scholarship Days will be Jan. 31, Feb. 7, and Feb. 14. He will be sending a reminder and request for faculty participation soon. Dr. Callaghan requested faculty that have not completed the Title IX training to please do so over break. Dr. Callaghan thanked the faculty for past kindnesses extended to students suffering the “Christmas Blues,” or unable to go home for the holidays, and encouraged them to continue that tradition.

8. Announcements – Olga Perez Flora noted that her husband, James Flora, will be singing at the Metropolitan Opera and that it will be broadcast at AMC theatres next Saturday.