Chair Greg Rohlf called the first meeting of the 2009/10 academic year to order at 3:38 P.M.

Attending:
Greg Rohlf – CHAIR – History
Larry Langley - VICE CHAIR– Mathematics
Cathie McClellan – Theatre Arts
Eleanor Wittrup – Philosophy
Gregg Jongeward – Biological Sciences
John Lessard – English
Linda Koehler – Sport Sciences
Matt Normand – Psychology
Scott Jensen – Psychology
Sharmila King – Economics
Tanya Storch – Religious & Classical Studies
Chris Janssen – COPA President
Tom Krise – Dean of the College
Patti Ianni – Assistant to the Dean

Absent:
Marlin Bates – Communication

New members were introduced and welcomed.

Action Items

1. Approval of minutes-The minutes from the May 4, 2009 meeting (last meeting of the 2008/09 academic year) were reviewed. MOTION MADE AND SECONDED to approve minutes; unanimously approved.

2. Replacement for university GE Committee- no nominees. MOTION MADE AND SECONDED to table until next meeting.
   a. Natural sciences division
   b. Three year term
   c. Meets second Friday of each month from 2-4

3. Replacement for university Academic Affairs committee, Social Sciences Division: Brian Klunk was self-nominated. MOTION MADE AND SECONDED to elect Brian; unanimously approved.

4. Replacement for college curriculum committee - Ethel Nicdao, was self-nominated. MOTION MADE AND SECONDED; unanimously approved.

5. Cathie McClellan was nominated as the third member of the College executive council. MOTION MADE AND SECONDED to accept Cathie to the executive council; unanimously approved.

Announcements and Reports

1. What’s on your mind?
   a. Cathie McClellan’s department of Theatre Arts is contemplating membership/accreditation with an independent program, NAST (National Association of Schools in Theatre). Cost is considerable. Other members offered their experience with accreditation programs. Do other departments have such programs?
   b. Should we issue an invitation to Dr. Eibeck to attend an upcoming Council meeting?
      Vote taken: MOVED AND SECONDED; unanimously approved. Greg Rohlf will draft an invitation to her for our November or December meeting.
   c. Third year review guidelines – this can be found on the university website in the faculty handbook section. Each department chair has the guidelines.
d. The issue of assessing faculty resources and faculty time was brought up by Eleanor Wittrup. There are some serious disconnects on how processes work and how decisions are made. This tied in to Gene Pearson’s topic on sustainability.

2. **Dean’s Report**
   a. Important to have a steady stream of academic administrative leadership. Feedback instruments are very worthwhile.
      i. Shared governance should continue
   b. COPA has a budget to help facilitate memberships and events.
   c. Fall Retreat, 10/9/09 from 8:30 – 4:30 at Grace Covell Banquet Hall.
      i. Goal setting (part of shared governance) for ourselves, the department, and the College
   d. President Eibeck will visit all three divisions as well as Programs & Centers; will have a reception at her home for all permanent faculty and administrators.
   e. COP Dean is now a permanent member of the President’s Advisory Council.
      i. Three university campuses – how to make the best use of them
      ii. President Eibeck is very interested in incentive structures
         ➢ Lou Matz has been given the Long money for PACS instructor stipends.
      iii. The Swine flu was discussed.

3. **Report from Academic Council** – John Lessard reported that the new Provost selection committee has been chosen. Caroline Cox, Chair of History, is part of this committee.

4. **COPA report**—Chris Janssen, new COP senator stated that the next COPA meeting would be September 30th. Some upcoming ideas are e-books, and a book-trading event.

5. **University Sustainability Committee.** Gene Pearson, member of this newly formed committee, presented a power point presentation on the concept and definition of sustainability. There are 9 members of this committee whose goal is to educate the university community and assess the progress. Much is already happening on the Stockton campus, especially improving water and energy use. A commitment statement has been drafted. The council offered a few ideas and recommendations to Gene to share with the committee. It was brought up that those who can make the biggest impact are students, so this committee should also be student-centered.

6. **State of the Pacific Seminars Report**
   Handout distributed from Associate Dean, Lou Matz.

**New / Old Business for discussion**

1. **Fall Assembly** has been incorporated into the Faculty/Staff retreat on October 9th in Grace Covell Dining Hall and Tiger’s lounge.

2. **Reception for newly tenured and promoted faculty**
   a. Friday, October 16th was discussed. President Eibeck’s reception is 1:00 – 5:00; perhaps bring her to our reception at 5:30, then off to see Romeo and Juliet?

3. **Evaluation process for College administrators** will be developed this fall.
   a. The “Dean Team:” Dobbs, Sparks, Matz, Krise, have agreed informally to pilot the project this year. Sara Kleinert and Joanna Albala have agreed to help; Jon Schamber should be included.
   b. Council to formally invite them to collaborate on developing a shared assessment instrument for faculty and others to evaluate their work. Discussion topics:
      i. Online evaluations? -- Perhaps not a good strategy given the unpopularity of this particular assessment tool.
      ii. What is reasonable to be assessed? How is it measured and used? Use and purpose were discussed.
      iii. Feedback is important for the professional development of the College’s Dean Team.
      iv. Open-ended questions should be used instead of a numeric assessment.
v. Council needs to learn what the job duties are for each dean and then assess each one anonymously.

MOTION MADE AND SECONDED to invite the administrators to collaborate on developing a shared assessment instrument or process for evaluating their work; Vote: 2 abstain, the rest approved.

4. Memo to Marketing regarding advertising – Greg Rohlf to draft a memo to Rich Rojo regarding NPR’s advertisement of promotion of schools and programs with capacity for growth. TABLED for next meeting.

5. Representation for part-time and adjunct faculty – Currently no representation. COP Council represents the permanent (150+) College faculty members.

6. Formalize College IT and College Facilities Committee – These committees have been selected. TABLED for future discussion.

Meeting was adjourned at 5:40 p.m.

Respectfully submitted,
Patti Ianni