

**Academic Assembly**  
June 9, 2014  
2:05 – 3:35pm, STCN 130

**MINUTES**

Present: Jeffrey Anderson, David Arnesen, Terry Foster, Michael Matriotti, Sean McDowell, Erik Olsen, Katherine Raichle, Roshanak Roshandel, Rob Rutherford, Kristen Schuyler, Heath Spencer, John Strait

*Minutes taken by Rosa Hughes*

- I. Review of 6-2-14 Minutes
  - A. Approved with no abstentions
- II. University Rank and Tenure Committee
  - A. Law School candidate Margaret Chon approved with no abstentions
- III. Ombudsperson Charter
  - A. Discussion will resume in fall quarter to resolve language issues raised at previous AcA meeting
  - B. Letter of confidentiality for those participating on Board of Trustees subcommittees is being discussed with Legal Counsel
  - C. AcA should raise awareness about what functions the ombudsperson does and does not do
  - D. The ombudsperson annual report section of the charter should describe what information to include, such as exact numbers on each type of issue raised
  - E. Motion to table discussion to the first meeting in October approved
- IV. Academic Assembly Membership AY14-15
  - A. New AcA members
    1. S&E – David Neel
    2. MRC – Daniel Washburn
    3. Nursing – Mike Huggins and Terri Clark
    4. A&S and Albers will forward election results in mid-June
    5. Education will hold election in early fall quarter
  - B. AcA orientation before first meeting in fall
    1. Could invite Program Review Committee (PRC) and Faculty Handbook Revision Committee (FHRC) members
    2. Perhaps an organizational meeting after the President's Welcome on September 19
    3. Rob will try to raise a quorum for that meeting, or will meet with new members separately if not
  - C. FHRC and PRC chair course releases
    1. Bylaws currently specify one vice president, whereas this year there was a special exception for two, but that exception was not codified in the bylaws
    2. Faculty handbook specifies that the chair of the FHRC needs to be a VP of AcA

1. Two open faculty positions, one AcA and one Provost's appointee
  2. Sean McDowell approved with 8 votes as AcA appointee
- V. AcA Bylaw Change Approval
- A. Edits were sent via email, including a new paragraph about the addition of two part time non-tenure track members
    1. Need to specify who is going to create, send, receive, and count ballots
    2. May need to revisit once we have a system in place
  - B. Motion to approve the amended bylaws and add the above language about two VPs approved with no abstentions
  - C. Sean will edit and AcA leadership will forward revised bylaws to the Provost and President
- VI. Review of Draft of AcA Annual Report
- A. Edits
    1. Add Vice President of Human Resources before Jerry Huffman's name
    2. Change the number of ombudsperson report to 16 responses
    3. Change the date of upcoming year to 2014-15
    4. Add italicized word, "AcA President Rob Rutherford *regularly* issued..."
  - A. c