



**COLLEGE OF FINE ARTS**  
THE UNIVERSITY OF UTAH

**College Council**

November 16, 2012 - 3:30-5:00 PM

**ART 158**

**AGENDA**

In attendance: Dean Raymond Tymas-Jones, Associate Dean Brent Schneider, Assistant Dean Liz Leckie, Assistant Dean Joelle Lien, Karineh Hovsepian, Brian Snapp, Dan Evans, Nolan Baumgartner, Aubrey Vickers, Colour Maisch, Janet Soller, Linda Smith, Maureen Laird, Rachel Osterman, Kevin Hanson, Lien Fan Shen, Brian Patrick, Steve Pecchia-Bekum, Candida Duran, Joanna Spikol, Stephen Koester, Donna White, Sharee Lane, Haley Israelsen, Benjamin Mielke, James Larsen, James Gardner, Susan Neimoyer, Russ Schmidt, Bruce Quaglia, Paul Hill (for Ben Ordaz), Mary Ann Drescher, Gage Williams, Brenda Van Der Wiel, Peder Melhuse, Jane England (for Barbara Smith), Olivia Vessel, Joe Marotta (for John O'Connell), Laura Skold, Trevor Myrick

1. Call to Order:

Dean Tymas-Jones welcomes everyone and calls the meeting to order at 3:33 pm

2. Approval of Minutes:

From September 14, 2012 meeting

Dean Tymas-Jones calls for approval of the minutes. There is a motion to approve the minutes, it is seconded, and all are in favor. There is unanimous approval of the minutes.

3. Request for New Business:

Dean Tymas-Jones asks if there is any new business that the body would like to discuss. A student leader asks if there is a College of Fine Arts policy about requiring charges of fees for student groups to use space within the college. This issue has been brought up during the Fine Arts Fees Committee Meeting, and he would like to bring it before the College Council. Additionally, Associate Dean Schneider announces that there are some changes that he would like to bring up before the Council for the College Charter.

4. Dean's Report:

Dean Tymas-Jones says that things are moving along swimmingly for the College. He says that he has been moving ahead in terms of the capital campaign preparation. The idea of it is this: sometime in 2013 the Together We Reach university-wide campaign will be completed. That campaign has been successful. It is not unusual for Colleges to initiate individual campaigns in-between the University campaigns. The College has hired Prescott Muir Architects who will be interviewing all of the Chairs and they will present the Chairs an outline of their activity. This will be an opportunity for each department to present their needs in terms of programming and space. In addition to that, the College is hiring a consultant from Marks & Lundy to assist with the fundraising portion of the campaign. The Dean has already had phone calls & meetings with Lynne Heinrich and she is working with him to develop the case study and to map-out the campaign. In addition, this past week the Dean wrote an in-depth letter to President Pershing about the centerpiece of his vision. He won't talk about it now, but he will share it at the Council's next meeting. He is looking to meet with President Pershing to get his blessing to move ahead in the planning and testing of this audacious idea. Hopefully the Council will keep their units informed that the College is moving forward with this. It will take everyone's energy to reach a goal of no less than \$50M. For this it will take every one of us to keep talking about the arts, and if we don't, we won't stay ahead.

The Dean asks if there are any questions? There are none.

5. Dean's Staff Reports:

Fine Arts Fees Grant Report (Liz)

Dean Tymas-Jones turns the time over to Assistant Dean Liz Leckie. Liz directs everyone to the screen and shows several slides. She reminds everyone that there are three types of grants available to students in the College. She shows a projection of past years' funding for Fine Arts Fees Grants. Also included is a breakdown of on-campus vs off-campus funding for Fine Arts Fees Grants, and a breakdown of funding by department and by semester. She says that we have only had one Fine Arts Fees Grant event that has happened already. She indicates that the Sculpture Club has their event up in the Gittins Gallery right now.

## Emerging Leaders Grant Report (Liz)

Liz says that the next type of funding is the Emerging Leaders Grant. She has had four grants written and awarded from Ballet, Theatre, and Art & Art History. She encourages everyone to let this be known so that the rest of this money can be awarded.

Brian Snapp asks about some examples of grants. Liz turns the time over to a student on the Council who explains about her Emerging Leaders Grant. Liz says that another example comes from Art & Art History. The Fine Arts Fees Grants Committee gave money for an Art History project. The money that was awarded was not enough to bring in the guest artist that they wanted. Liz contacted a student from Art History about the opportunity to apply for an Emerging Leaders Grant for the leadership component of the project.

Liz is asked if there are restrictions on the grants? Liz says no—they only have to be undergraduates.

Liz says that another thing that was done with the Emerging Leaders funds is taking six students to Interlochen Arts Academy. There they met Liz Lerman and Tony Kushner, and had a wonderful time. And now that they have returned, those students are going to think of ways to bring what they have learned back to the U.

## Curriculum (Brent)

Associate Dean Brent Schneider says that some questions have come to him about curriculum, so he would like to do a brief recap of what might or might not be common knowledge. To meet the changing guidelines of the University, the College now only has one curriculum meeting each year. The deadline for curriculum changes for next academic year will be on December 14<sup>th</sup> (the last day of finals). The Curriculum Committee will get the proposals in December, and then the meeting will happen in January.

Brent is asked if there are changes to prerequisites or co-requisites, do they need to go through the curriculum committee? Brent says yes—in that situation you would make a change to an existing course form and add the prerequisite that would be added or deleted.

Brent is asked how special topics are handled—for example, if you have a special topics course that will be changing all the time. Brent indicates that typically for any new class a syllabus needs to be submitted with the proposal. However, each unit should have one undergraduate number and one graduate number for special topics already listed. For that number, you would not need to submit a syllabus. If you already have a special topics number and someone is teaching “special topics one” and you need to do another section, you can add another section without going through the Curriculum Committee.

Brent is asked where the movement is regarding emphasis. Brent says that emphasis proposals go through the Curriculum Committee to the Academic Senate—and the Board of Regents didn't entirely realize what they were asking for when they made the request. The ones that have been approved already will stay, but you won't hear back from Central Administration since they were overwhelmed at the time. If you want to apply for an emphasis, you can find the forms on the UGS website.

Dean Tymas-Jones asks if this type of presentation is helpful for disseminating information throughout the College. He's worried that what everyone hears here will get lost in translation, and he wonders if there is another format that would be better.

A suggestion is given that there should be another format, perhaps another meeting where every member of the department curriculum committees can meet. A “pre-camp” would be helpful. Brent says that he can contact the curriculum committee chairs for the department, but he’s wondering if the Chairs want to be invited, or any others? Brent says that he will send out a doodle poll to see who might want to come.

## Faculty Workshop – Learning Outcomes & Syllabi Development (Brent)

Associate Dean Schneider says that in the August faculty workshop, he addressed the idea of having a half-day workshop in January. He asks for everyone to go back to their faculty members to see what days would be best for a meeting. There is a suggestion that it shouldn’t be before the semester begins.

Brent is asked what is discussed at the workshop. He says that some of the topics he is going to discuss are: curriculum issues, learning outcomes, and other topics. A member of the Council says that he was one of the 24 who attended at the beginning of the semester, and it was invaluable. Brent says it’s also a time for faculty to participate with each other and discuss relevant issues.

Brent also adds one more plug for Grad Student Travel. He wants the grad SACs to go back to their peers and encourage them to apply for grad student travel funds. So far the College has only awarded \$1500 and we have \$10000 set aside for it.

## Scholarships Process (Karineh)

Karineh Hovsepien was told at the last College Council meeting that not everyone knows who she is, so she introduces herself. She asks Liz Leckie to pass out a handout of scholarship processes. Karineh says that a committee was put together to overhaul the entire University’s scholarship processes. This was in response to an incident at Utah State. As a committee, they decided to start with where the scholarship processes are in the respective Colleges. Liz and she went to all the department heads and spoke with them. This handout is her recommendations based on those conversations. The Chairs have been presented this information, as well. Karineh also took this opportunity to present to Cathy Anderson and others a list of our needs and concerns. She says that the CFA was the only college that gave them a list of our needs and concerns. If you have anything to add to this list, please call the Dean’s office and let her know.

Karineh continues--as far as the recommendations for the process, she tried to find where we could improve now. Karineh goes over the handout. She clarifies the section on what constitutes employment vs scholarship. The key is that the funds can’t be tied to the service. A student can offer past citizenship for future awards, though (for example, you can take into consideration past service in determining a future award). A minimum number of citizenship hours can be required of ALL students, including scholarship students. Scholarship students can be invited to participate in performances (especially since most of our scholarship students are merit awards), but it can’t be required. Karineh gives examples of marching band and Arts Bridge students—where in those instances it is part of the educational experience. In addition, Karineh says that a process is now put in place to get authorization from the Department Chair & Assistant Dean to do tuition waivers as well as scholarship checks. Lastly, Karineh gives a recommendation to post publicly the scholarship recipients to honor the students and keep things public.

## 6. Special Committee Reports: Outcome of College of Fine Arts Student Survey (Mary Anne Berzins)

Dean Tymas-Jones welcomes Mary Anne Berzins, who has conducted the student survey for the College. She sets up her computer with the projector to display her slides. Mary Anne says that she is glad not to have to stand behind the podium. She facilitated the student survey, and she’s going to give everyone a big-picture view of the results. The purpose of the survey is to obtain feedback and insights about the student experience within the College. This will help inform the priorities for the next 3-5 years.

Mary Anne says that one of the things that we should be sensitive about with this is to create an environment where students feel comfortable sharing their feedback. The first question that was asked was about the quality of the classroom experience. There are lots of great things happening in the College. If you look at the data, all of it is focused on the left-hand side. That gives a pretty positive overall feel. One of the things in terms of comments—comments often illustrate the range of experiences. So as she talks through some of the comments, what this indicates is the range of experiences that are happening. The second question asked was about performing and exhibiting experiences. The next one was about advising experience. Mary Anne says that one thing that should be considered is that the disagree/strongly disagree/not able to assess is around 20% on this topic. Communication is the next topic. Mary Anne reminds everyone that there is not one set means of communication that works for everyone. However, what students say is that they want accurate, clear information and they want to know where to find it. Also, students don't always know who their SAC representatives are.

Mary Anne moves on to discuss students' interactions with administrators in the College. There are a few big percentages in these categories. For example 30% of the students say they are not able to assess this. That might mean that they might not have any reason to talk with anyone in the Dean's Office because what they need is down at the local level. However, there are comments that say when students have had to do it, it has been a pretty good experience.

The next question is interactions with Fine Arts Venues. A member of the Council says that the numbers are a bit disheartening. He would like to see more people going to these venues (like the Babcock or Studio 115). A student says that he's not really surprised by this, and as a student, he has to make choices about what he has time to see. Another member of the Council says that she's not surprised, since most students come already having had some experience with Kingsbury Hall or the UMFA. Another member of the Council says that he is not surprised by this, either, but he thinks this slide is inconclusive. For example, there are venues that have been left off of this list. Other members of the Council agree, and say that the numbers on this slide are inconclusive--since KH, UMFA, & PTC serve the larger community, this kind of skews the data. Mary Anne says that she doesn't really have an answer as to why there were venues left off the question.

Mary Anne says that most of the comments from students were generally positive. There were some concerns. Some of the concerns were around varying quality of instruction/pedagogy, facilities, communication, unfamiliarity with locations, ticket pricing, perceived favoritism towards some performance disciplines, audition and registration processes. One of the big issues is that people don't always know where the venues are located (for example Studio 115), so we should ask ourselves if we are making it too difficult to get there? There were some good comments on the Arts Pass, but a question on ticket pricing. Brent Schneider adds that when the Affiliates rent out the venues (for example for Speed, or Odyssey Dance theater) students will still need to pay--so perhaps this reflects that confusion. Mary Anne says that there are frustrations with audition and registration processes – in terms of timing and paperwork especially. A student says that she agrees with this, but another thing is that a lot of the performances are on the same weekends, so perhaps interdepartmental communication might help—so that they wouldn't overlap so much. Another student says that it was nice to have Sweeny Todd participants in the dress rehearsal audience for the ballet.

Mary Anne moves on to the perception of the College, and indicates that there is more that can be done here, but there is always more that can be done. Some of the comments indicate that there is a sense of the College as a whole. They also indicate that the College is meeting/exceeding expectations for some. Where the College is not meeting the expectations is that it feels that there are disparate sets of departments. Also, the quality of facilities is a big part here. One issue is curriculum, and having a clear path towards graduation. One of the other concerns is job placement post graduation.

Mary Anne says that one question was how to enhance the student experience—for example, more performance opportunities, curriculum, communication, financial, programming, advising, and classroom experience. Mary Anne is asked if she gets the sense that it is all students who want more performance opportunities—or are there some students who are overwhelmed by the performing. Mary Anne says that there are both.

Mary Anne is asked if the students were asked at all what departments they were from? Mary Anne says yes, but this is just a College overview.

Mary Anne says that facilities needs were some big issues that came up. One issue that came up from student services was food & drink availability, especially in the evenings.

Dean Tymas-Jones asks if it would be helpful if we worked with Mary Anne to compile all of this information? The Council says yes. Dean Tymas-Jones says that he would like, once it is available at the department level, to have department report back about the information so that there is accountability and we can learn from each department how each addressed these concerns. The Dean thanks Mary Anne for her work and for coming to present.

7. Notice of Intent:

Dean Tymas-Jones indicates that there were some items of New Business that were raised at the beginning of the meeting. The Dean thinks it needs to be a task force that looks at the issue and comes back to the council with recommendation of a policy. Everyone is in agreement that is a good idea. The Dean asks if people would like to volunteer or if would be best to appoint? He would like to have a policy in place by the end of the year. Cole Adams volunteers, as do Gage Williams, Trevor Myrick, James Gardner, Ben Mickle, Rachel Osterman, Brian Snapp and Mary Ann Dresher. Dean Tymas-Jones appoints Brian Snapp to chair the committee. He indicates that he will come to the first meeting of the task force to help give them their charge.

8. Debate Calendar:

**Composition of the AdHoc Committee to Review Current College Auxiliary Faculty Evaluation & Promotion Policy**

Dean Tymas-Jones says that on the debate calendar today was putting together a committee to review the current practices for CFA Auxiliary Faculty Evaluation and Promotion Policies. He indicates right now there are very few governing policies in terms of how auxiliary faculty are evaluated and promoted. There is not a systematic process that is fair to auxiliary faculty. What he would like is a committee of auxiliary and regular faculty only. And he would like for this committee to determine what the process should be for evaluation and promotion for auxiliary faculty.

Brent Schneider clarifies that this is mandated by university policy, and that there is currently a policy in place, but that it is out of date. Russell Schmidt, Brenda Vander Wiel, Lein Fan Shen, Bruce Quaglia, Jane England, and Nolan Baumgartner volunteer to make up the committee. The Dean says he would like for all of them to be prepared to report at the last meeting in April. He recommends that they seek out colleagues around the country to see how it is done elsewhere.

Dean Tymas-Jones says that Brent Schneider wanted to talk about the College Charter. Brent says that there is some revised language for the Charter, but not revised policy. He says that the Charter has gone to the Executive Committee of the Academic Senate and they asked for more in-depth language, but not a revised policy. Brent reads from an e-mail from Bob Flores, where he says, basically, that they are going to use the CFA charter to serve as a model for other colleges as well as the academic senate to incorporate auxiliary faculty. Brent says that he will communicate through e-mail about all of this.

9. Information Calendar:

**Budget Advisory Committee Members**

- Chris Roberts, Shawn Porter, Rick Wacko, Paula Lee, Cole Adams, Donn Schaefer, Jesse Portillo, Karineh Hovsepian (Ex-officio)

Dean Tymas-Jones says that there will be \$200K allocated for equipment this year. This Budget Advisory Committee will prioritize the needs of the College, then submit their recommendations to the Dean's Office.

**New Staff Performance Review Process**

- Staff Review Period opens January 1, 2013 & closes February 28, 2013

- Performance Review Form will be accessible on the Staff tab of the Webpage

A member of the Council says that one of the things that was brought up on the student survey was Study Abroad experiences, and she wanted to let everyone know to think about London Study Abroad.

10. Adjournment:

Future Meetings: February 8<sup>th</sup> (Union – Parlor A), April 5<sup>th</sup> (Union – Parlor A)

Dean Tymas-Jones asks if there is anything else for the good of the order? The Council indicates no. There is a motion to adjourn, and it is seconded. The meeting adjourns at 5:04 pm.