



AGENDA

Attendees: Dean Scheib, Paul Stout, Henry Becker, Kylie Millward, Luc Vanier, Molly Heller, Jay Kim, Sara Pickett, Severin Sargent-Catterton, Sydney May, Joanna Lees, Sean Carter, Andrew Patrick Nelson, Sonia Albert-Sobrino, Michael Edwards, Step Chatterley, Elizabeth Lowe, Jen Humphreys, Miguel Chuaqui, Paul Sherrill, Abby Boradbent, Amy Bach, Sarah Reichel, Harris Smith, Matthew Rudolph, Blake Bratcher, Melonie Murray, Liz Leckie, Karineh Hovsepian, Brooke Horejsi, Kelby McIntyre-Martinez

1. Approval of Minutes:

From April 19, 2019 Meeting

There are no changes to the minutes and they stand approved.

2. Announcements & Reports:

- Dean's Report:

Dean Scheib welcomes everyone to the College Council. We will organize these meetings based on *Roberts Rules of Order*. Those were sent out via e-mail attachment.

Introductions of the Council Members around the room.

Reminder of the roles of the Council Members: Bring the interests of your constituents; come to each meeting prepared; review all materials to best serve your constituents; and bring materials back from these meetings to your constituents. It is critically important to bring this information back. We will talk about things here that we share in other contexts, but it doesn't always trickle down. So it's important to share.

For Roberts Rules, there needs to be a motion on the floor, then there needs to be a second, then there will be discussion, and then there will be a voice vote (unless we have a sensitive topic which needs to be voted on by secret ballot).

For Announcements & Reports there will be information sharing. It is also time for representatives from University committees to come and report out. If you have something that you want to have on the agenda, let Cami Rives know in advance.

For Action Items, this would be something from a previous meeting where we weren't able to reach a conclusion at a previous meeting. New business would be something that came up during a meeting that needed to be voted on in terms of a motion.

Adjournment happens when there are no more items to be presented or voted on.

The Dean clarifies, as well, the role of the Faculty Counsel Committee (FCC) – which made up of the faculty members of the College Council. The responsibilities of this group is to review the RFPs (new faculty positions requests) and provide a recommendation to the Dean.

Those of you who weren't at the College-wide Faculty & Staff Meeting on Sept. 6th, we have many things that we're going to be focusing on from our Strategic Plan. All of the chairs & directors have been charged to go back to their units to assess/analyze/audit curricular plans within their units. The intent is to remove unintended barriers to successful and timely graduation. Look at what things might need to be added or eliminated. This includes academic standards, admissions and dismissal policies. The goal is to make sure we're doing things right by our students.

The College is establishing an Interdisciplinary Task Force to look at interdisciplinary and Multidisciplinary work. Multidisciplinary artists are more likely to make/perform art in their spare time (per a recent SNAAP Report). As we're seeing, more and more often the work force requires artists to work across disciplines. And this task force will help us look at ways to break down those barriers.

We are forming a college-wide Equity, Diversity, & Inclusion Committee. That will be charged with developing ideas and initiatives on how we serve our community (faculty, staff, and students) and make sure that EDI is included.

Question about the timelines for Curricular review? Dean Scheib answers that if we could have a preliminary evaluation of our programs by the end of this year, that would be great. The curricular changes can be made in the following year. Right now is the investigation piece. The changes won't have gone through the curriculum committee this year.

- Dean's Staff Reports:

- Grants & Curriculum Deadlines – Associate Dean Melonie Murray

- There are a lot of information on the website, so Melonie is going to focus in this meeting on the deadlines (see attached slides).

With FAF Grants, remember, you need to get the proposals to the units before they come to the Dean's Office.

The CFA Incentive Seed Grant has a new deadline – Dec. 1st. If you have questions about that particular grant, contact Sydney Cheek-O'Donnell.

With Curriculum, contact your curriculum committee chair first, but we're happy to help you.

This year for CFA Faculty Workshop series, have a new system using EventBrite. Also, we have recurring workshops that we'll do every semester, but the other workshops will vary based on a survey that we did of our faculty. But if you have an idea for a workshop, let her know. The first workshop is for Career-line Faculty – it's especially important because we have a new Career-line/Adjunct/Visiting Faculty Review document. Please share this back to your peers. If you're interested in a topic and can't attend, let her know.

Question about the workshop on funding to find what options there are outside of the college for funding. Melonie answers that any time your faculty members have questions about Grant Funding, have them reach out to Sydney Cheek-O'Donnell.

- Special Reports:

- Research Integrity & Compliance – Dr. Erin Rothwell, Research Integrity
Part of the rationale of coming and talking to the CFA is because you are increasing your research productivity. And Erin wanted to give everyone some updates. She is new in the position. Their website will be launched in the next month or so.

Conflict of Interest (COI) – The COI policy is being extended, due to changes in state law. You can't benefit yourself or family members from your position in the University. And the goal is to be transparent. The state legislature is really coming down on the state institutions.

IRB – there are changes to the Common Rule, and the IRB is starting a community outreach program. It will be called StudyFinder.

Using data from IRB and COI, they will be creating a dashboard for the Deans. This is coming out in the Spring.

Deer Valley Grant Writing Workshop – there is a 64% return rate on grants if the faculty member attends the workshop. It's \$1500 to attend, but you leave with a polished, ready-to-go set of aims.

They are starting Research Ethics Consultations – this a partnership with the Department of Philosophy. There are 1-hour research consults or 10-15 minute Curbside Consults. This can also help with COI and authorship questions.

They had two town halls to get input as to whether or not the U should have an authorship policy. The decision was yes, so that will be forthcoming.

There will be a Sexual Harassment, Discrimination, and Bullying discussion in Feb. 2020.

They are adding an anonymous ethics hotline. It's for COI, as well as research misbehaviors.

Research Culture Survey – thank everyone who took it. Erin will be returning the results to your individual departments, and comparing them to other departments nationally, so you can see how you compare to others. The environment of the University is a significant influence on individual behaviors. Results will be launched on Oct. 16th, and the department-level results will be shared in January.

Question about if there is any representation on COI from the Fine Arts? Erin answers that they are trying to get 1-2 representatives from every college on main campus. Follow-up question: In the Arts, there are performers who receive a grant get ticket sales. So how does that relate to COI? Erin suggests that this should be something discussed in COI that is specific to the arts.

- ISO Presentation on Phishing – Dustin Udy, Information Security Office
Dustin Udy says that phishers are trying to get into the environment. Think about what is in your e-mail box. Some of the techniques that the phishers are using are sophisticated, and we have to be ever vigilant.

Phishers will try to get emotional response. They will pretend to be the dean, your chair, or a business partner.

One thing that is really being used right now is a request for Gift Cards. The attackers will try to convey urgency, and request the user to move from e-mail to text messaging, or ask for gift cards.

If you're not using your university e-mail address, IT can't help you. As soon as you forward your e-mails out, there's not a lot they can do to help. So make sure to use your university e-mail address.

With the gift cards, they're just trying to get money because they're currency. For them, it's cash.

Be suspicious. Security is everyone's role.

There are spoofing e-mails from Microsoft that say "to verify e-mail address, click here." That click here is usually a link to malware, or a webpage to lure you outside of the university's protections. They can spoof whatever they want to, so you need to be aware. If you hover over the link, it will show you the site that they are taking you to. These will come in waves.

Sometimes phishers will be lurking and watching. Recently they did a really good job of pretending to be UIT. They sent an e-mail out, and didn't get a lot of responses, so after a few days they followed up and asked the person to click "Restore." They are also trying to have the e-mails look at the bottom like UIT. Then they tried to say that users were a victim of a phish, so click here to verify that you don't have any malware. They also cloned a UIT header. If you click on it on your personal e-mail, UIT can't help you. But if it's your uemail, they can help see if there is anything that has been malicious on your computer.

Be cautious. You never know what phishers will do with your credentials. They can take your password and cause problems in other places. Think about what you have in your e-mail archive that might not be great if it got out. There is training online, and there are stickers:
IT.utah.edu/security/training. There's also a phishing video on the IT security webpage.

- Safety Presentation – Dean Scheib
The University has invested money and time into addressing issues of safety on campus. Dean Scheib says he will be sharing with everyone a similar slide show that the President's Office is presenting around campus. Deans of the various colleges are presenting to their leadership, and then directors/chairs have to present to their faculty and staff. He is not sure what is happening for students to become aware, but thought it would be a good opportune moment to bring this to the College Council. SafeU. Utah.edu is where you can get all of this information.

3. Upcoming Action Items:

4. New Business:

Announcement: The CFA Gala is coming up. This is taking place next Wednesday at 7:00 pm in KH. "Be there or be square."

Meeting is adjourned at 3:26 pm

Future College Council Meetings: Nov. 22nd, Feb. 21st, and April 17th

Future Faculty Counsel Committee (FCC) Meetings: Sept. 27th and March 27th (if needed)

Appendix A

Resignations, Retirements, & Appointments

Resignations

Stephanie Doktor – CFA Morales Fellow in the School of Music (effective June 30, 2019)
 Andrew Staupe – Assistant Professor in the School of Music (effective June 30, 2019)
 Nicole Robinson – Professor in the School of Music (effective August 2019)

Retirements

Morris Rosenzweig (Professor – School of Music, Effective June 30, 2019)
 James Gardner (Professor – School of Music, Effective June 30, 2019)
 Steve Koester (Professor – School of Dance, Effective June 30, 2019)

Administrative Appointments

Andrew Nelson, Chair of the Department of Film & Media Arts, Effective July 1, 2019

Tenure-Line Faculty Promotions

Art & Art History: Carol Sogard - Professor
 Dance: Pamela Geber Handman - Professor
 Art & Art History: Wendy Wischer – Associate Professor
 Art & Art History: Jessen Kelly – Associate Professor
 Theatre: Denny Berry – Associate Professor
 Music: Jared Rawlings – Associate Professor
 Music: Catherine Mayes – Associate Professor

Career-Line Faculty Promotions

Dance: Maggie Tesch – Professor (Lecturer)
 Dance: Michael Wall – Associate Professor (Lecturer)
 Music: Jie Lu – Professor (Lecturer)
 Music: Vedrana Subotic – Professor (Lecturer)
 Music: Gretchen Tanner – Adjunct Associate Professor

Tenure-Line Faculty Appointments

Theatre:	David Eggars	Assistant Professor
Film & Media Arts:	Michael Edwards	Assistant Professor
Film & Media Arts:	Andrew Nelson	Associate Professor
Dance:	Melissa Bobick	Assistant Professor
Dance:	Christopher Alloways-Ramsey	Assistant Professor
Dance:	Natalie Desch	Assistant Professor
Music:	Elisabet Curbelo	Assistant Professor
Art & Art History:	Michael Hirshon	Assistant Professor

Career-line & Visiting Faculty Appointments

Art & Art History:	Virginia Solomon	Visiting Assistant Professor of Art History
Music:	Koji Atwood	Visiting Assistant Professor of Piano
Music:	John Petrucelli	Visiting Assistant Professor of Jazz Studies

Adjunct Faculty Appointments

Penny Saunders	School of Dance	Adjunct Assistant Professor
Vanessa Romo	Art & Art History	Adjunct Assistant Professor
Cardon Webb	Art & Art History	Adjunct Assistant Professor
Joshua Graham	Art & Art History	Adjunct Assistant Professor
Crane Giamo	Art & Art History/Book Arts	Adjunct Assistant Professor
Marnie Powers-Torrey	Art & Art History/Book Arts	Adjunct Associate Professor
Emily Tipps	Art & Art History/Book Arts	Adjunct Assistant Professor
Amy Thompson	Art & Art History/Book Arts	Adjunct Assistant Professor
Laurie Langdon	Theatre	Adjunct Assistant Professor
Trishelle Jeffery	Art & Art History	Adjunct Assistant Professor
Eric Sciotto	Theatre	Adjunct Instructor
Jamie Peterson	Theatre	Adjunct Instructor
Stephen Faulk	Theatre	Adjunct Instructor
Nathan Brian	Theatre	Adjunct Instructor

Associate Instructor Appointments

Ashley Boyack	School of Dance	Danny Soulier	Music	Jan James	Art & Art History
Ashley Anderson	MATFA	Diego Plata	Music	Matthew Nieuwland	Art & Art History
Ali Parra	Music (UAC)	Stephen Candell	Film & Media Arts	Charles Anderson	Dance
Matt Durrant	Music	Jessica Baynes	Dance	Haruhito Miyagi	Music
Benjamin Bidwell	Music	Brian Gerke	Dance	Michael McCawley	Music
Larry Spell	Music	Wendy Franz	Theatre	Rachel Ryan Nicholes	Theatre



Fall 2019 **CFA Grants**

FALL 2019 CFA GRANT DEADLINES

- Faculty Fellow Awards – Oct. 2
- FAF Grants – Oct. 15
- CFA Grants – Nov. 15
 - Faculty Research Grant
 - Research-in-Progress Grant
 - Make-Time-for-Research Grant
 - Teaching Grant
- CFA Incentive Seed Grant - Dec. 1
(**NEW Deadline** per VPR Office)



FALL CURRICULUM

Deadline for materials to the Dean's Office:
Oct 18th



CFA FACULTY WORKSHOP SERIES

- Career-line Faculty Workshop – Oct. 3
- Intro to Research Resources at the U & CFA – Oct. 22
- Search for Research Funds & Fellowships – Nov. 18
- Tenure-line (RPT) Workshop – Dec. 5

Thank you!

● **ANY QUESTIONS?**