Present: Sue Alcock, Jennifer Alvey, Liz Cunningham, Marilyn Filter, Kui-Bin Im, Vickie Larsen, Russell Li, Jie Song, Jeanette Stein, Rie Suzuki, Eucharia Ganda

Absent: Nick Kingsley, Aritra Chakrabarty

Guests: Steve Turner

Vickie Larsen called the meeting to order at 12:30 a.m.

Minutes from February 1, 2019 and February 13, 2019: Minutes for February 1, 2019 and February 13, 2019 were approved with minor edits.

Institutional Review Board (IRB): Stephen Turner gave the committee a brief history of what IRB is and the purpose of the board. He also updated the committee on the volume of cases our campus generates. With Mary Mendeville’s upcoming retirement a conversation was started in regards to how Dearborn created an MOU with Ann Arbor to have their IRB shifted to Ann Arbor. So, he is now collecting information in regards to IRB and what the University as a whole wishes to do with IRB in the future. There is a question as to whether or not a full-time position is necessary for IRB due to the volume of cases our campus generates. He will be having informal discussions with different groups and possibly send out a survey. Discussion ensued.

Provost Report: The Interim Provost updated the committee about course evaluations and when they are released. They are released by OEL one week after grades are due. In regards to notifications of drops and adds, the registrar says the only way to find out now is to look at the roster, and faculty can run a new roster at the end of week one. E-mails can be sent, however there are a lot of adds and drops and they weren’t sure if the faculty would want that many e-mails. Can a date be added to the roster to show when they were added and/or dropped? She will follow up with the Registrar. International students coming back to campus late, Interim Provost Alcock will follow up with the International Center.

She informed the committee that we are holding an Honors ceremony for all students who hit a certain grade point average. This celebration will be held on March 26th. More information will be forthcoming.

Faculty Council Report: Nick Kingsley was absent so there was no faculty council report.

Blackboard Access: Jie Song gave the committee a brief history of blackboard and giving access to students. There are classes where early access is desired for the students. The policy changed where access is not given until a week or so before class begins. He feels faculty should have the option to open access early to students. Discussion ensued. The Interim Provost will look further into the legal ramifications that were discussed.
Winegarden and Thompson Visiting Professor Programs  ► Vickie Larsen gave a brief overview of both the Winegarden and Thompson Visiting Professor Programs. She pointed out the differences between the two. Provost Alcock discussed the process for selecting a visiting professor. Discussion ensued.

Meeting adjourned at 1:57 p.m