

CHFA Senate
December 4, 2006
Minutes 280

Present: Roberta Davilla, Jesse Swan, Deirdre Heistad, Leonard Curtis, Bruce Plakke, Reinhold Bubser, Martie Reineke, Phil Fass, John Hines, Julie Husband

1. Discussion about possible PDA application revisions.
Guests: Carol Colburn and Sue Joslyn

Carol Colburn drafted the proposed revisions to the PDA application to help artistic applications to be better understood by the PDA review committee. They had hoped that the change in wording would make it more clear in a format that is understood across the fields.

- Some applications were missing an artist's statement. The current application asks for how the PDA projects fits into past creative work and future creative plans. This item has been moved up in importance and renamed an artist's statement.
- The outline or plan for how the project will progress has been broken out of the Nature of the creative activity and its objectives section of the original.
- The checklist provided to the reviewers would also seem to put pressure on the artist to have already scheduled a performance venue/exhibit.

Senators suggested the following:

- Since only one person is on the committee from each college, the CHFA representative is not always in a creative field. If the membership on the committee was doubled to include two people from each college, CHFA could always be sure one representative was in the creative fields.
- The college has guidelines for major grants with instructions to write for someone not in your field.
- Though it may help to have a time for committee members to ask questions, it is not logistically possible to include this step.
- Faculty may need to learn to write a proposal. Suggest that the Graduate College hold some brown bag lunches to offer tutorial sessions for those interested in learning.
- The reviewer sheet could be revised.
- Revise the research application process to be identical with the creative process application.

The senate was divided on whether to be supportive of the change. The senate agreed to revisit this again in the spring. Senators will present it in their home departments to get more input.

2. Minutes #279 from the November 6, 2006 meeting were approved as presented. (BP, PF)

3. Announcements
 - Name change for Communicative Disorders – Chair Heistad received word from John Fritch, Head, Department of Communication Studies indicating the department had no objection to the requested name change. Chair Heistad will forward the CHFA Senate’s approval to Cliff Highnam. The University Senate has also approved the name change.

4. CHFA Faculty Excellence Award nominations – The deadline will be extended to January 26.

5. Curriculum organization and timeline – Departmental curriculum packages are due to the CHFA Senate on December 14. Senators reviewed a draft timeline for completion of the review process. The final version will be distributed. The first reader for each package was determined. Each senator will also serve as a consultant for their home department’s package. Julie Husband will draft a checklist for reviewers.

6. The meeting adjourned at 5:07 p.m.

Respectfully submitted,

Rita Harris