ARTS AND SCIENCES CHAIRS’ COUNCIL MEETING MINUTES
12/3/07


Announcements

- Scholar’s Day electronic submission due to the Dean by Friday, December 14 -- encouraging the submission of panels, discouraging sessions that involve only panel discussions. Also please let the committee know if a session includes required class attendance -- this affects room size etc.
- Fall 2008 Course Schedules/Technology Requests due to the Dean by Thursday, January 17
- Also note Honors Convocation deadline is coming soon: 12/7/07 is the start of the process
- See G. Avery’s e-mail regarding letterhead and business cards, etc., don’t rush into that – get the publication office’s approval in advance
- Local Seminar on Supervisor training regarding Labor Law – note case of personal liability regarding harassment in N.Y.
- Memorial service for F. Czerwinski this Friday
- Holiday Concert tomorrow
- CFP for Black History Month is out

Associate Dean’s Report -- no report.

Facilities

Old Main Window Project
- Recent announcement regarding more work on some windows over December break – 12/19/07 to 1/16/08
- First Floor South Wing will be shut down from 12/19 to 12/31
- Second Floor North Wing will be shut down from 12/19 to 12/31
- Second Floor South Wing will be shut down from 1/2/08 to 1/16/08
- First Floor North Wing will be shut down from 1/2/08 to 1/16/08
- Phones and laptops will be available for secretaries affected by this closure

Personnel

Searches
- Art – two candidates for Director of Gallery were interviewed recently
- (Please visit the Gallery) Also looking for new media design faculty
- Biology – two strong candidates are being interviewed this week
- **Chemistry** – deadline coming up – two faculty and chair’s searches
- **Communications** – three good candidates – interviews in January
- **English** – two searches – getting close to a decision
- **History** – search revolves around January convention
- **Mathematics** – one search, January Conference Meeting
- **Physics** – Just begun, advertising in January, already 36 files

- **Question:** Is $400 per applicant the max from the Provost’s Office for candidate travel? M. Prus – rule should not apply for initial interviews. The generic breakdown of search costs is
  
  initial advertisements = department cost  
  Sending faculty to conferences for interviews = A&S cost  
  Candidates on campus = Provost’s cost

- **DSI** - President’s letter regarding inequity adjustments for part of DSI went out recently – approximately 100 recipients received adjustments from $400 to $2500

**Budget**

- not much new information – SUNY Budget Proposal includes 5% tuition increase  
  
  Capital funding might be as much as $100M for Cortland
- Regarding Moffett – progress in plans, etc.
  
  Question of removing glass blocks is lurking – state regulation problem  
  Eventually Moffett is likely to house Economics and Psychology

**Curriculum**

- Question arose re process of course retirement. M. Prus has not acted on it but is aware that his deadline is Friday. The process if one of “deactivation” not deletion

**Special Topics**

**Internationalization** – discussion revolved around the recent proposal from the Provost and President for a reorganization of International Programs and the Clarke Center under an Associate Provost.

Respectfully submitted,

Jerome O’Callaghan