

Arts and Sciences Chairs' Council  
Monday, August 29, 2022  
1-2:30 p.m.  
Old Main Colloquium

**MINUTES**

**Present:** Bruce Mattingly, Vincent DeTuri, Seth Asumah, Martine Barnaby, MaryBeth Voltura (for Tricia Conklin), Gregory Phelan, Paul van der Veur, Benjamin Wilson, Matthew Lessig, Chris Badurek, Gayle Gleason, Kevin Sheets, David Dickerson, Codruta Temple, Deena Conley, Andrew Fitz-Gibbon, Douglas Armstead, Mary McGuire, Craig Foster, Sharon Steadman

**Introduction and Welcome to new chairs**

**Administrative Update**

- Thanks for attendance at Convocation
- DSI was due on Friday, send a copy to Meghan
- Meetings about class schedule over the next couple of weeks
  - Send in planning form to track where we are at and what we have done in the past
- Reminder about assigning mentor to new faculty – send name to Bruce
- Telecommuting agreement extended to December 31
  - Envisioned for positions that are not front-facing
  - Administrative assistants will be denied because we need someone in the office
- Change in form for extra service – guidance came from SUNY
  - The form needs to be explicit about what the duties are and when they are going to do it
  - Professional staff members have new process for when they can teach
- Hiring update, ongoing budget did not allow meeting all requests
  - OTPS cuts are permanent
  - 80% of college budget is for personal, so hesitation for filling lines
  - Across school approval for 28 searches; AS has 14
    - ARTH, Bio, Comm, Eco (2), ENG, Geology, Math, Mod Lang TESOL, Perf Arts, Phys, POL, PSY, SOC
    - Bruce will continue to advocate to fill all vacant lines
  - There were four retirement announcements after the decision – the fun continues!
  - Approval for one professional line
  - Question about the process:
    - Deans bring request, they all look at data, vacancies and length of time
    - Prioritize which ones are most critical to fill right now
    - Provost takes to President Cabinet
  - Questions about FTL versus tenure track:
    - FTL has a higher teaching load than TT
    - The responsibilities and expectations are different
  - Question about what to ask for and how to justify the position, is it easier to get one position over another?
    - Bruce – ask for what you need

- Question/comment: we need to consider spousal hires
  - Pushback will be from HR about special treatment
  - Suggestion to develop a hiring philosophy that will be supported by HR
- Question/comment about joint appointments
  - Most departments have need for a full time position
  - There is no prohibition on joint lines between departments
- Technology updates
  - Save 0.5 million dollars by limiting campus printing
    - No longer purchasing printers for desktop computers
    - Trying to reduce the number of printers
    - Start of a conversation about printing needs and location of printer
  - Moving to Brightspace from BB – we are in the second cohort
    - Some faculty are piloting right now
  - Streaming video using Ensemble, we are going with a different vendor Yuja
  - Adobe acrobat is not going away, ignore the popup
- Departments scheduled for Academic Program Review information will be going out later this week from Bruce
- OTPS budgets, no increase, still on 20% cut
  - Bruce transferred small amounts from several departments to increase in other departments
  - For new chairs Bruce will schedule additional meetings
  - Capital equipment requests are still pending, Bruce will follow up where the requests are

## **Associate Dean's Report**

## **Assistant Dean's Report**

- CAP is now in AS – send flag requests to Michele

## **Old Business**

None

## **New Business**

None

## **Open Discussion**

Someone from library resigned who managed the archive, replacement was not approved  
 Cortland enrollment and budget is good compared to other SUNY (1400 + 500 transfers)  
 There are costs to having an increase in students

## **Deadlines and Announcements**

