

Arts and Sciences Chairs' Council  
Monday, April 17, 2023  
1-2:30 p.m.  
Old Main Colloquium

**MINUTES**

**Present:** Bruce Mattingly, Vincent DeTuri, Martine Barnaby, Tricia Conklin, Paul van der Veur, Benjamin Wilson, Chris Badurek, Gayle Gleason, Kevin Sheets, Alexander Balas, David Dickerson, Hongli Fan, Deena Conley, Andrew Fitz-Gibbon, Doug Armstead, Mary McGuire, Sharon Steadman

**Administrative Update**

- Bruce will send out how stipend and course release is calculated for chairs
  - Small departments teach a 2-2; others 2-1 load
  - Coordinator compensation; UG policy will stay same; GR may be updated
    - GR coordinator compensation also includes UG in department
- Sandwich seminar this week on ChatGTP and writing pedagogies
- Open meeting tomorrow in Senate for emergent priorities – see email from Carol van der Karr
  - In two weeks we will devote a good portion of our meeting to strategic plan
- Reminder about open senate seats
- Quite a response to assistant dean position, had 6 candidates
- Search requests for next year will be a conversation will probably be with new provost, get requests in if you haven't already
- Question about DSI because of delayed contract – DSI might be delayed but there is no official update

**Associate Dean's Report**

- Withdrawal deadline is today at 4 pm

**Old Business**

Blackboard to Brightspace LMS transition – no questions or concerns

**New Business**

Advising survey

- See survey from Abby, please complete the survey
- Advising can make a huge difference for a student's success and experience here
- There is concern that A&T view good advisement is all about the number of advisees and telling them which classes to take
- Academic affairs is discussing whether advising is aligned with teaching or service
- COR 101 experience impacts what students expect during first advising meeting

Fall 2023 course enrollments

- Sent low enrolled courses to Bruce, some seats are under enrolled but we need seats for first year students
- Closing a low enrolled class can open another course section

- Enrollment for Fall: applications are up but we may be a little bit behind – not sure but nothing catastrophic

### **Open Discussion**

- For outside speakers that cost \$600 or less the funds need to come from research foundation
  - Payment for meals is limited to 2 members
  - Should we pay more so we can use state funds?
  - Bruce is concerned because some departments have limited foundation funds
  - What if the funding comes from several departments?
    - To get CALS funds requires multiple departments
  - We need to find an efficient solution
- Legacy CTEs will be ending this summer
  - We are looking at options for a new system
  - Will he have access to previous CTEs? -- Bruce, will check
- Print initiative will remove desktop printers
  - Every academic department will have their own printer
  - What about faculty installing their own personal printer?
  - Where do questions go about the print initiative? -- is it Lisa or someone else?

### **Deadlines and Announcements**

April 17: Withdrawal deadline, 4:00 PM

April 22: Honors Convocation, 5:00 PM, Park Center Alumni Arena

Transformations events

- April 27: Keynote address, 4:30—6:00 PM, Sperry 104
- April 28: Student presentations, 10:20 AM – 4:00 PM, Bowers Hall
- April 28: Writing Gala, 5:00-7:00 PM, Dowd Gallery