

Arts and Sciences Chairs' Council Meeting Minutes – March 16, 2009

Members Present: K. Alwes, S. Anderson, G. Bhat, C. Cirimo, P. Ducey, C. Heasley, I. Jubran, R. Kendrick, M. King, B. Mattingly, D. Neal, J. O'Callaghan, G. Phelan, T. Phillips, R. Ponterio, K. Russell, B. Smith, R. Spitzer, S. Steadman, P. van der Veur

Announcements:

Final exam special requests due today.

Mid semester estimates deadline is today.

Professional development meeting March 23, 2009 (Speaker: J. Barry) in Hall of Fame Room.

Faculty Advising Workshops coming up on March 25 and 26.

See Women's History Month – events listed in recent email.

Last weeks audio conference on handling difficult conversations – consensus that CD would not be worth buying.

Associate Dean's Report:

J. O'Callaghan has been working on graduation checklists and course substitutions. Reminder that the deadline for adding 4th quarter classes is March 16 and March 17 (Monday and Tuesday).

I. Jubran asked if the portfolio requirement could be included in the CAPP. Answer is no. See how other departments handle this (often via course work). J. O'Callaghan will bring to the AEC.

Personnel:

SST search is complete – 100 percent success in Arts and Sciences – Amy Schutt will join the History department.

Requests for replacement positions – several requests have been sent to the Dean. If a request is not yet done, get it to Bruce by the end of the semester.

Facilities:

Dowd – Architects are working on preliminary program needs.

No recent meetings regarding Bowers.

McDonald building will be empty after summer.

Surge committee – the role of the committee is to identify what places can be found to accommodate displaced faculty and programs. First meeting to be held before the end of the semester.

Budget:

See B. Shaut's email on effect of cost savings. It looks like we will only use \$1M from reserves. Next year will be challenging.

Per K. Alwes – in recent B. Shaut correspondence his use of the terms “core mission” regarding travel refers to sports and admissions only. Question: What about faculty going to conferences? Misplaced priority? Is food allowable at meetings? Apparently President's reception will have food. Bruce answered that Erik has backed off on some of this. Commencement food? – Not yet clear.

Sabbaticals Issues:

B. Spitzer – Restoring the sabbatical policy needs to be in the forefront. 2009-10 is decided, but by 2010-11 we should get back to original policy. Other issues: assuming some Cortland funds next year for sabbaticals, three deans are drafting a proposal. (Bearing in mind Handbook and Board of Trustees policies.) We can't favor one activity over another. Form will be revised to include more guidance on the content of the application. Regarding process: chairs and deans would have to prioritize. Three deans are still meeting on this. Consideration may be given for those who haven't had one, or long delay since prior sabbatical.

S. Anderson – “Competitive” nature of sabbatical process now being discussed, is in contrast to prior rule where merit dominated.

P. van der Veur – Where does the savings from a full year sabbatical go? Probably back into temp service account.

K. Russell – Process of sabbatical choice, could rely on a dean having a specific role regarding academic priorities. Some feel that priorities have shifted to athletics.

Curriculum:

CPV 400 – Request from J. Shirley to change junior and senior requirement. Level I change to remove the junior/senior prerequisite. Departments have to provide approval anyway. Three deans have approved it and sent it to the Provost.

GE Committee – Review of assessment results from spring 2008 – GE 4, 8, 9 and 10b (presentation skills) – some questions have been sent out to departments (that have presentation skills courses) by the GE committee (See 2/13 email from Merle). Note it is not clear that chairs received a clear request to respond. B. Mattingly noted the deadline is March 27.

GE committee wants to host GE area meetings – watch out for memo from dean. The aim is to make it more meaningful. Way behind schedule in reporting to SUNY.

D. Neal – does the GE committee notify objecting departments when they approve a course – explanation of rationale?

CPN 100 and 101 changes – Provost has reservations – he has not yet decided either way.

S. Anderson – Why should I be asked? Let the experts decide.

R. Spitzer – we need more due deference to professional expertise in the curriculum process.

Retired course process update – a list will be generated by the Registrar to be made available.

Old Business:

Annual report format – issue of getting right data to chairs so that the annual report can tie better to NCATE and Middle States. Deans are working on this.

S. Anderson – hard for us to access useful data – especially from OIR. Request from S. Steadman regarding accurate data to OIR; she did not get a reply from OIR.

New Business:

Role of Long Range Planning Committee:

C. Cirimo – Discussed the Long Range Planning Committee and the relation to the Strategic Planning Steering Committee – is the relationship transparent enough?

SPSC – core values and mission process is in place now

LRPC – will have five open forums for faculty – all the week of March 30.

Expect presentation on mission statement and core values.

Expect LRPC to collect department strategic plans (where they exist) – that will go in to vision statement.

It's a bottom up process.

K. Alwes – what is the connection to budget?

C. Cirimo – process should begin with pure estimation (non budget) of departments' goals and priorities.

Strategic Plan (SP) will replace the MOU process – that is what we expect. Note that new SUNY Chancellor is a SP expert.

G. Bhat – Inevitable confusion between the terms “mission” and “vision”; “strategic plan” vs. “long range plan”.

Respectfully Submitted,

Jerome O'Callaghan

4/10/09