

## Arts and Sciences Chairs' Council Meeting Minutes September 14, 2009

Members Present: S. Anderson, S. Asumah, G. Bhat, P. Ducey, C. Heasley, I. Jubran, M. Lessig, B. Mattingly, C. McRoberts, D. Neal, J. O'Callaghan, J. Ouellette, G. Phelan, T. Phillips, R. Ponterio, K. Russell, W. Skipper, B. Smith, R. Spitzer, S. Steadman, P. van der Veur

### Announcements:

- "Influenza, H1N1, and You" presented by Dr. Devin Coppola, Tuesday, September 15, at noon or Wednesday, September 23 at 4 p.m., Fireplace Lounge.
- "Changing Lives with Undergraduate Research?", Wednesday, September 16, 12:30 – 1:30 p.m., Sperry 309.
- Sandwich Seminar with Syed Pasha, "Healthcare Debate: The Dark Side of Communication", Wednesday, September 16, 12:30 – 1:30 p.m., Jacobus Lounge.
- Sandwich Seminar with Jerry O'Callaghan, "All You Need to Know About the First Amendment in One Case", Thursday, September 17, 12 – 1:00 p.m., Jacobus Lounge.
- "Quality Circle Reviews: Using Peer Review to Improve Grant Proposals", Friday, September 18, 1 – 4:00 p.m., Fireplace Lounge.
- CPR/AED Training for Old Main staff, Tuesday, September 22, 12:30 – 2:30 p.m., Hall of Fame Room.
- Sandwich Seminar with Karla Alwes and Thomas Hischak, "Little Women on the Page, the Stage, and the Screen", Thursday, September 24, 12 – 1:00 p.m., Jacobus Lounge.
- "China 200" short-term study opportunity for SUNY students – applications are due by October 1 – more details to come from Rhonda.
- SUNY STEM Conference, October 8 – 9, Albany. Registration is now open.
- 2010 Summer Session Course Proposals – due to the dean by Friday, October 2.
- Brooks Museum Talk – Women in Afghanistan - September 23.
- Opportunity for students to study in Romania – see H. Steck.
- "How to Win National Scholarships" talk by Brent Sears – September 17, 7:00 p.m., Corey Union 301
- Center for Ethics, Peace and Social Justice is sponsoring a September 16 reception for visiting professor Mr. Finn.
- Green Rep program – students paid to assist in sustaining.
- S. Asumah – reminded chairs re: Women & Higher Education Conference support – money needed.
- Reminder to encourage faculty to complete the survey re: access from home.
- Program Reviews in 2009-2010 – GRY, AAS, ICC (maybe) – expect a more precise timeframe to be announced. Format is the same as before. Apparently reviewers don't have to be SUNY faculty.

Schedule for program reviews has been sent out by Rhonda. University Faculty web site has a guide.

Program Reviews do not go to SUNY anymore. SUNY will audit campuses to see that program reviews have happened.

### **Associate Dean's Report**

Nothing to report

### **Personnel**

Dr. G. Feissner will retire January 15.

Sabbatical Leaves – status quo applies. Faculty should apply. New forms may be available.

### **Facilities**

Bowers - there was a recent meeting with chairs on classroom preferences.

### **Budget**

No news on budget.

### **Curriculum**

New proposals coming through via Rhonda.

### **Old Business**

A. Berg will be going to department meetings to discuss two topics: a) about videos and support for VCR and b) Blackboard taking over WebCT – should we go open source? We will invite her to chairs' council.

**Book Orders** – Apparently a new federal regulation requires book orders to be made public in July for fall – this is not yet widely known.

I. Jubran: Also access to U drive is limited to 32 bit machines because of limitation in the VPN software. Good topic for A. Berg meeting.

Question: What percent of arts and sciences courses were increased in cap after spring?

Answer: Not known specific, but overall per the data, class sizes are shrinking. It was suggested that the impact was felt most by adjuncts.

### **New Business**

**Summer Session Policy** - (see Provost's email from September 1 – guaranteed classes). New cut offs regarding prorating. Faculty agreement is needed regarding prorating. No paying for over enrollment; No online cap of 15 students anymore, now 25.

Discussion: General support for the plan. Higher enrollments will be a problem for online courses - too much work in certain classes.

If a cap is applied in a regular term, then it should also apply in summer, or are such caps now at risk?

Dean Mattingly: The intent of the memo was to deal with an alleged “policy” of 15 maximum. No longer 15 max., 25 will be the cap online unless justification is offered. The opportunity to reduce the online cap is there.

WI courses in a compressed semester: that is a problem. Justifying a lower cap for all WI courses could be okay. Will standard be uniform across the three schools?

Dean Mattingly: This is a summer policy, but impact is likely to affect how we think about the regular semester on course caps.

### **Proposed reorganization of schools**

There was lengthy discussion about the two-school model proposed by the Provost. Would it have to be the old arrangement (e.g., a department might move into Arts and Sciences that is new to us)? It is not clear if the School of Education is necessary for NCATE purposes. The Provost wants salary savings to go to faculty lines.

Graduate Studies office is likely to be disassembled, and its functions moved to other offices, admissions, associate deans.

Question: Are we going to move away from a reputation of Arts and Science school? Is the President caught up in the image of a School of Education?

Comment: Be wary of decisions made in a budget crisis – we need to think more long term.

Comment: Naming the “other” school will be an issue – especially with the number of high school students on the decline.

Comment: Beware the cost in transition.

Big issue for the Provost is that we did not increase prominence of education in the school since creating the three schools; increasing prominence was a central goal of the three-school model.

Provost’s idea is that a savings of \$300,000 is possible here.

The meeting was adjourned at 3:00 p.m.

Respectfully submitted by,

Jerome O’Callaghan  
Associate Dean