

Arts and Sciences Chairs' Council Meeting Minutes – October 20, 2008

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

Announcements:

B. Mattingly announced that the President's Administrative Conference is Monday, October 27, at 3:30 p.m.

November 3 meeting — may be a new location, in gallery: Exhibition "Purple States" and paper politics - watch for announcement.

Recent "Columns" – Arts and Sciences featured well (e.g. a Kim Kraebel profile).

B. Ponterio – Internship for TESOL student. Student will talk to chairs about how to help out regarding international students.

S. Kelley – Musical "Luna Park" opening soon.

M. King: A Cortland alumnus, '77, MA PSY grad, is running for American Psychological Association (APA) president.

C. Cirimo: SUNY Binghamton geologist is speaking on floods: P. Knuefer, – Wednesday, October 22.

Suad Joseph '66 is here all week. Inequality series speaker on Women in the Middle East - October 22 at 4:30 p.m. in Brockway Hall, Jacobus Lounge; and there is a workshop on grant writing for humanities and social sciences on October 24.

Associate Dean's Report:

Thanks to all who helped locate late mid semester estimates.

Mid semester warning letters will go out this week to probation students with multiple U and F's.

Recent addition to A&S web page – profile of Kim Kraebel.

Question: Advisor information from Banner: it would be helpful if Banner would let advisors know about advisees with poor mid semester estimates

Personnel:

Searches are not cancelled yet, but are on hold.

Arts and Sciences has one search going ahead (SST), but the college is not likely to approve more.

****Promotion deadline is October 24 for self recommendation. Chairs' recommendations on 2nd year appointments are due October 31.**

A. Zipp question: What is the status of those in visiting positions? Answer: Unlikely to be continued in this context. Possible that the Provost could take that to President's Cabinet. Visitors may be vulnerable in this budget crisis.

Facilities:

Old Main window project is winding down. McDonald Building discussed at recent FMPOC meeting. Short term decision is to use it as surge space regarding Studio West renovations. No long term decision made yet.

Budget:

All is per Provost's recent open meeting. No new news to report. University wide student senate approved a recommendation for a tuition increase of 4%.

**** Cost-savings and spring 2009 schedule:**

B. Mattingly expressed his appreciation for those who have adjusted the spring 2009 schedule. e.g. Reducing general chemistry labs to 7 – one adjunct not coming back. He also stressed that spring 2009 needs to be as efficient as it can be – balanced with need to deliver programs.

****Chairs should email B. Mattingly with plans (or no change) by October 26.**

College-wide we need to save \$400,000 overall in temp service. At this stage, we are fine tuning the schedule with this goal in mind.

Discussion:

R. Kendrick – GE courses – department chairs don't see how many seats are offered in a category – this affects individual decisions regarding the semester schedule.

K. Alwes – hoping that we won't need emergency extra sections in August.

Geography – they now have four people in the department – 7 adjuncts. Facing the difficult decision regarding who gets cut (e.g. emeritus – drop first?)

Problem with room capacity also discussed.

K. Alwes – Chairs have to be clear that when hiring adjuncts, nothing is guaranteed.

B. Spitzer – chairs – can we get more of them? (e.g. G12 Old Main, could have more seats).

R. Kendrick – Room cap issue is largely determined by Facilities. B. Mattingly noted that there is a fire marshal element in determining room caps, but Facilities is central.

K. Russell – Let's recall that keeping class sizes low is valuable too. We should be concerned regarding "class cap creep" and "chair creep" too.

Suggestion: A four-day work week should be discussed.

Curriculum: None

Old Business:

Summer Schedule – went to Faculty Senate and sent to EPC. Comment period starting soon. EPC is inclined at this stage to agree with four days/week proposal, but would keep each of the 4 mini sessions. A decision would affect summer 09 schedule.

New Business:

****Professional Development of Chairs:**

The three deans' proposal for Professional Development for department chairs – handed out at joint chairs' meeting. Looking for feedback today. Responses included: budget advice; scheduling; Human Resources. "Department Chair" newsletter will soon appear in your mailbox – could be helpful – feedback wanted.

**** DSI procedures:**

DSI – President's letters coming soon

See handouts – #1 - new way for submitting DSI nominations – a standardized form.

#2 - altering dollar awards according to the number of candidates in that category (after Dean's initial evaluation).

Discussion – Regarding #1:

Support for new scheme: ICC, and perhaps in English. Question: aside from the award of DSI, is there recognition except in Bulletin?

Regarding #2:

DSI rating form – draft distributed – rating of "3" is just satisfactory; for DSI "4" or "S" would be needed.

K. Alwes – Coming up with a number is difficult.

R. Kendrick – runs afoul of our department personnel procedures.

Comment: "Meeting expectations" is critical– but no definite system of expectations.

G. Feissner -Numbering scheme is a risk – getting too close to an addition game.

Comment: Internal grants – very competitive and should be on the positive side of scale.

A. Zipp – not recommended for DSI when he got the distinguished teaching professor, so he went to the Dean – separate issue regarding body of work.

More comments: Perception that many will be awarded may encourage more self nominations. Dissatisfaction is inevitable.

Respectfully submitted,

Jerome O'Callaghan
Associate Dean