

## **Arts and Sciences Chairs' Council Meeting Minutes 9/23/13**

Present: Bruce Mattingly, Scott Anderson, Seth Asumah, Alexandru Balas, David Barclay, Kathleen Burke, Peter Ducey, Andrew Fitz-Gibbon, Timothy Gerhard, Herbert Haines, Isa Jubran, Kathryn Kramer, Matthew Lessig, David Neal, Jerome O'Callaghan, Judith Ouellette, Gregory Phelan, Brice Smith, Henry Steck, Randi Storch, Paul van der Veur.

### **Announcements:**

- Visitors Carolyn and Chris.
- No administrative report.
- No Associate Dean report.
- September 27, 2013, is the Unity Champion (well worth attending) deadline for nominations.
- October 4, 2013, is the final exam special requests deadline.

### **Topics Discussed:**

- B.A.T. – reviewed by Chris and Carolyn. The emphasis is on “if in doubt, reach out.” See the referral guide that Counseling uses on its website.
- Faculty Searches: sixteen were approved; ten out of the sixteen are in Arts & Sciences. Four are active. Check with Bruce if boilerplate language makes no sense for your search.
- Faculty don't always know who is last to use the room.
- Spring 2014 schedule: there is a need to reduce offerings and peak times. Bruce thanks all who helped out. The Registrar expects 20 or 30 sections will be a problem.

### **Concerns Raised:**

- Is there room to negotiate faculty salaries beyond the initial range? Answer: case by case.
- The absence of paper towels affects the issue of cleaning up.
- Bruce: There are problems with the GE committee representation. There is a low turnout at meetings. A sabbatical replacement is needed for Robert Spitzer. There are two vacant seats, as well. Please encourage faculty to run.
- GE reform discussions should be friendlier than in the past, when it was acrimonious.

### **Dean's Office:**

- The custodians are concerned about the food waste on the floor, and about windows being left open and the water damage that results. We will get out some information.
- Curriculum: Arts & Sciences curriculum is meeting every two weeks.

- Registration for Second Quarter courses: the first day of the second quarter is 10/14/13, Columbus Day, to register adds. Thom Hanford, the Registrar will open registration on 10/07/13 and in future years we will have a longer registration period for second quarter. Lots of support here for the extended period. (J. O'Callaghan will tell Thom Hanford).

**Other:**

- Budget: no news
- Assessment: no news
- The DRL announcement was revised today. And a UUP statement came out today.
- Peter: we want to avoid hurting students, but if adjunct faculty are not paid for class, they should not teach that day.
- Bruce reads it as a two-day DRL – that has to be approved by the campus. The President has decided on those already.