

**School of Arts and Sciences Chairs' Council Meeting Minutes  
March 8, 2010**

**Present:** K. Alwes, S. Anderson, S. Asumah, G. Bhat, R. Darling, P. Ducey, C. Heasley, I. Jubran, T. Mwanika, B. Mattingly, J. O'Callaghan, J. Ouellette, G. Phelan, T. Phillips, R. Ponterio, K. Russell, W. Skipper, B. Smith, R. Spitzer, S. Steadman

**Guests:** M. Yacavone, Director of Admissions  
M. Nagel and C. Kaltefleiter, Center for Gender and intercultural Studies (CGIS) and Women's Studies

Guests Mecke Nagel and Caroline Kaltefleiter spoke regarding CGIS – the center was reconfigured under Provost Elizabeth Davis-Russell with a focus on undergraduate research and conferences. Draft curriculum for fall 2010 was handed out.

-They hope faculty will encourage students to adopt a minor (e.g. Asian/Middle Eastern Studies (AMES) or Women's Studies). A drop down menu for all interdisciplinary minors is now available in the course schedule.

- CGIS is interested in cross listing to special topics X29 courses in other departments.

- Anarchist Studies initiative starting this year with one day symposium – April 9, 2010 in Moffett – tied to anniversary of Sacco and Vanzetti.

Re: Women's Studies:

- Celebrating Women's History month – first event with C. Bertini went very well.
- Today's event with C. Kattau is postponed.
- Thursday talk on lesbian fertility at noon.
- Calendar distributed of Women's History events in March.
- Girls' Studies Conference for next year -  
    great response to call for papers  
    world-wide interest in this  
    funding being developed now.

Dean Mattingly regarding curriculum – looking ahead for a less ad hoc approach to scheduling classes for Women's Studies, AAS, Honors, etc. Chairs should think of planning ahead for this.

Guest Mark Yacavone - Open House is April 10, 2010.

Dean Mattingly – lunch period for department presentations - mixed bag for different departments. For some it is redundant.

M. Yacavone – the goal is to cultivate applications and to do more than a tour and talk to Admissions. There is a 40 – 45 percent yield from Open House generally. A central location is a big plus for academic questions. They can pursue other interests in department visits.

Dean Mattingly – Problem is the repetition of material from gym to the department.

Departments' responses:

PSY – not worth the effort for us. There is very little student interest in department visit, nothing to show. Prefer to opt out.

ENG – Likewise to PSY.

HIS – Word “presentation” creates expectations.

Also, note space problems for meeting at that time.

One choice is to have student representatives speak to visitors.

One option is to give a tour of the web site – showing department information.

GRY – Prefer not to be in the gym; would like to keep their focus on the lab in Old Main.

BIO – It is all positive in both gym and at Bowers.

M. Yacavone – He will look to see how different models might be used and he will get back to us. The current model is successful, especially in the fall. Great yield from spring group.

Mark is surprised that overtime is denied to secretaries who want to work on Columbus Day (holiday).

99% of freshmen are admitted now and he is still working on transfer admissions.

#### **ANNOUNCEMENTS:**

5-Year Course Retirement Decisions – due to Dean today, March 8

Special Exam Requests – due to Dean by Wednesday, March 10

Graduate Assistant Requests – due to Dean by Friday, March 12

Faculty Advising Workshops – March 23 at 1:30 p.m.; March 24 at 11:30 a.m.

Professional Development Workshop for Chairs – Monday, March 29, 1-3 p.m.

S. Steadman – March 30, 7:00 p.m. – AMES students will do a human rights forum with guest speakers.

G. Phelan – Next round of Noyce is now open. This year \$100,000 was spent on scholarships.

S. Asumah – Gospel Choir –students traveling soon – March 26 and 27.

**ASSOCIATE DEAN'S REPORT:** No Report.

#### **OTHER NEWS:**

Steven Barnes director for Rock and Blues Ensemble had a stroke and is in the hospital.

**PERSONNEL:** No report.

Reminder: Graduate Assistant requests are due this Friday.

#### **FACILITIES:**

J. O'Callaghan attended a Dowd renovation meeting and progress is being made on the design.

I. Jubran – Email was acting up this weekend and fixed on Sunday. Dean will inquire with Academic Computing. It was suggested using a web page to announce technical issues.

#### **BUDGET:**

There is ongoing research by Dean Mattingly on teaching loads.

**CURRICULUM:**

The Provost has received PSM proposals which will be going to Albany soon.  
Arts and Sciences Curriculum - last meeting for this semester is the first week in April.  
Regarding question on GE seats – Right now fall 2010 looks good in relation to fall 2009 seat usage.

**OLD BUSINESS:**

Dean Mattingly – Where do you think the Honor's Program is going?  
K. Alwes – funding question regarding the first course in Honor's Program (IST 300), still debated.  
Money asked for facilitators, etc. – denied. The Provost wants a traditional format for the course.  
S. Steadman – it is hard for IST students to meet honor's program requirements. Lots of band-aid fixes to make it work.  
Reorganization for the Honor's Program is needed.  
B. Skipper agrees, let's reevaluate it from scratch.  
G. Bhat – it has no heart now. Cohort problem may be too big.  
P. Ducey – it is not working, plus as a department can't afford it – losing too many seats.  
At Honor's Convocation – all HP students get awards – doesn't make sense.  
J. Ouellette – maybe keep honors at the department level. Also mix HP students into regular classes.  
S. Anderson – We need to support collaborative models.  
S. Steadman – First semester collaborative model is essential. Need courses that are not dependent on a particular major. Needs investment.  
P. Ducey – We need to know who the honor's program students are, there's no one central information space.

Some departments are considering changing to a 120 hour minimum – Economics and Geology have it underway. Don't forget the requirement of 12 free electives.  
S. Anderson – Grad programs are going to 31 hours – Fall 2008 rule.

**NEW BUSINESS:**

NCATE requests – see N. Aumann's request for data on diversity.  
This week the SPA reports are going in. Then the next step is institution-wide report – draft due at the end of the semester. Trying to coordinate requests to departments/faculty for more information.  
J. Ouellette – request was vague.

Respectfully submitted,

Jerome O'Callaghan  
5/20/10

