

**Arts and Sciences Chairs' Council Meeting Minutes 10/31/11**  
**DRAFT**

Present: Bruce Mattingly, Scott Anderson, Seth Asumah, Robert Darling, Peter Ducey, Lori Ellis, Christopher Gascon, Isa Jubran, Matthew Lessig, David Neal, Jerome O'Callaghan, Judith Ouellette, Gregory Phelan, Kathryn Russell, William Skipper, Brice Smith, Robert Spitzer, Sharon Steadman, Randi Storch, Paul van der Veur, German Zarate.

Guest: Amy Henderson Harr

**Amy Henderson Harr:**

Looking for advice and ideas regarding regional alliances. There had been 8 alliances concerning technology. The Chancellor wants to mix in shared services, for example, collaboration regarding Sponsored Programs. Department links are useful, for example, Chemistry meeting with the Binghamton University Chemistry department, which happened this fall. Amy plans to host a regional meeting in December.

Any other links like the one Chemistry developed. Nobody is required to do anything.

Greg Phalen: visited area colleges at the start, and used that connection to develop opportunities for undergraduate research using equipment at Binghamton University. Faculty delivering guest lectures on both sides.

Amy Henderson Harr: it doesn't have to be about funding.

Question: Does it have to be a discipline to discipline connection? Can it also be interdisciplinary programs.

Answer: yes.

Question: Mecke and Seth had a grant regarding Oneonta for training faculty about Diversity. Can this be expanded?

Answer: hard to find funding here. Need to push on the system – let's expand this program.

To see more about STEM see NSF.gov website.

Amy Henderson Harr: our 8 are Binghamton University, Alfred, Delhi, Oneonta, Oswego, Morrisville, Broome Community College, and ESF.

DL can fit into this – for example, Languages.

Bruce Mattingly: the Binghamton Dean was enthusiastic about more partnerships with other departments.

Some equipment grants received by Binghamton requires broad impact, hence, sharing with comprehensive colleges.

**Associate Dean's Report:**

Majors that have moved to 120 credits need to watch for students with 79 transfer credits – that needs to be reduced to 75.

**Personnel:**

There were 22 sabbatical requests last year; 11 requests and 9 funded.

Huge spike for Arts and Sciences (spike, too for Education). No doubt about the quality of proposals in general, but the college can't sustain that.

Bruce: Departments, please look at tenure/tenure track faculty in Excel. When each individual is eligible for first or next sabbatical leave.

It's understood that not all will apply. Those who haven't applied this year (for 2012-13) whose eligible each year.

Assume all new hires will be tenured.

Bruce: per SUNY guidelines – it's a six year cycle after the first one (seven-year requirement).

Question: of the 22 which were for one full year?

Answer: five.

Question: if a faculty member has a leave – does that affect the sabbatical clock?

Answer: Bruce needs to look into it.

The sabbatical process works because we act as a community. Send your date to Rhonda next week.

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-With regret the announcement of Mike Holland's death has gone out.

-No news on hiring. Bruce Mattingly has suggested strategic requirements for the President's Cabinet, but was not supported.

-There is no local retirement incentive. The only faculty searches going on now are those that failed last year.

Question: the letter from the state requiring reporting income and assets – is it real?

Answer: yes, it applies to some salary levels.

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**Facilities:**

Emergency Action Plans – see Rhonda's recent email. All employees need to read it and then sign a sign-off sheet. The departments collect and send to Glenn Wright.

Judy Ouellette: it's really Health and Safety's job. Bad timing, too.

Chris: the evaluation of secretary involves "safety" question.

Bruce: it seems to be an anomaly.

Per FMPOC one year from now there will be six capital projects in progress.

Scheduling campus-wide software – new implementation. Right now checking the info in the database. So use new system for scheduling department conference rooms.

Bruce: this won't move control away from departments. We need to clarify - who has the final say?  
It needs to go through Bruce to get PSI amended.  
Pete Ducey: that might be a lot more work for the secretary.  
Judy: we needed more notice on this.

Bruce: Amy Berg sends this information to the Deans, and the Dean did not get this out. Question of manner of communication.

Is there an issue with Blackboard and adding another instructor?

-more information will be coming.

-VHS removal happened and then the message went out. Streaming wasn't ready yet.

Amy Berg did give notice at a department meeting regarding some of these changes.

-email SPAM filter is now too aggressive.

## **BUDGET:**

Level of Funding increased for travel: \$800, tenured, \$1100 tenure track. Requests made to provide documentation on the presentation.

Journal support – see next email from the Provost (estimate of \$100/faculty member).

Question: can funds be pooled?

Answer: we will see what the provost says.

Question: could the fee for submission of articles be supported by the Provost?

Answer: not the intent. We can probably find appropriate funding.

Lab Fees: SUNY will relax guidelines regarding charge.

-note on our A&S web page: Student Fee Form. It goes to the Dean, Provost, President's Cabinet and System. See Lori Ellis for examples of successful lab fee increases.

Question: will there be a broader discussion about the impact on students.

Answer: the President's Cabinet has the last say on fee increases.

Studio Art fees are \$125.00 now.

Pete Ducey: will this affect OTPS?

Answer: I don't know.

In Psychology we have consumables but the lab fee would be low.

Bruce: let's have a follow-up meeting regarding the impact on majors, programs.

## **CURRICULUM:**

Internship in Washington, DC for science majors – handout.

## **Assessment and Accreditation:**

Unit accredited by NCATE without qualifications. Program review – 2 examples, distributed cost is split between the department and the Provost's Office.

**New Business:**

NCTQ – self appointed group. Freedom of information requested from NCTQ. Consulting SUNY Legal now.

Course Syllabi – yes, they are FOILable. All FOIL requests are handed by Public Relations. Don't handle this at the department level- refer to the Public Relations Office.

Question: is there a difference between the Department Outline and Individual Faculty syllabus?

**Announcement:**

Middle States chair will visit on November 7, 2011. Syllabi is needed for Middle States – see November 1<sup>st</sup> deadline.

Withdrawal deadline is November 15, 2011.

Sunday Gospel Festival.