

Arts and Sciences Chairs' Council Meeting Minutes 10/1/12

DRAFT

Present: Bruce Mattingly, Scott Anderson, Seth Asumah, David Barclay, Peter Ducey, Lori Ellis, Andrew Fitz-Gibbon, Christopher Gascon, Isa Jubran, Matthew Lessig, David Neal, Jerome O'Callaghan, Judith Ouellette, William Skipper, Brice Smith, Robert Spitzer, Sharon Steadman, Brett Troyan, Paul van der Veur, German Zarate

Absent: Gregory Phelan

Guests: Sharon Steadman, Miranda Blechman, Merle Canfield, Stephen Cunningham, Carol van Der Karr, Mark Prus, Jeff Stanton

Welcome to Guests

Data reports and data needs.

Per Merle: Six months we are doing an assessment of the assessment system.

Good news – good feedback from NCATE and Middle States.

Did a survey. Read a lot of annual reports. Lots of feedback, not positive:

- a) inaccuracy
- b) timelines
- c) relevance
- d) confusing date

Data sheets handed out.

The goal is to put this data online.

Topic #1 is faculty workload.

-see data summary

Question: how is faculty FTE calculated?

- HR – files = full time

and part-time (every 3 hour class is 25% of one FTE).

Question: data used for students in major – the third Friday in the semester is our freeze date. SUNY System data is not in synch with that.

Merle: minors are not included, but secondary majors are included.

Comment: Minors are part of the department workload.

-Merle is interested in including minors.

Scott: we look at files to count majors. Students are still adding majors after the freeze date.

Page one of the handout does not include dual majors.

Average class size – per Isa. Student teaching is included, ruining the average.

Math and Childhood seem to be configured to exclude Math dual majors.

Class size data. Internships need to be segmented .

Merle: we do exclude internships in some reports.

Seth: codes seem to change (ex. AFS, AFST, AAS).

Merle: we need to fix that.

English – we are seeing odd totals of class offerings.

-Part of the issue is cross-listed courses. It's being looked at in Banner.

Matt: the English department houses CPN and that really needs to be treated separately (similar to Modern Languages, teaching FL for GE).

-In Modern Languages there are 34 faculty, but only ten really teach the majors.

-IST is there on p.1 and p.3 but not there in all the data.

Bruce Mattingly: the spreadsheet is large, it can't be configured lightly.

Merle: Annual reports – they saved us in both NCATE and Middle States. Thank you.

Bruce: BTW these are software programs for collecting the Annual Report.

Administrative Update:

Drafts of new academic calendars are out. New - a longer fall break is listed. There is one Monday less in the schedule.

One idea not in place is to abandon the Monday-Tuesday of Thanksgiving week. There is some advantage to having an earlier break.

Associate Dean's Report: Jerome O'Callaghan

Brockport tragedy.

Personnel: Searches

Re: sending faculty members to conference for interviews. The Dean's Office will support two faculty going for the interview.

Sociology, Psychology and English search processes are delayed at the AAO level. It's not clear why. Now at a disadvantage. The system is too dependent on one and only one signature.

Facilities:

Apparently, Old Main G-10 has issues due to construction underneath. It's noisy and disruptive. The Facilities project manager has an updated class schedule.

Curriculum:

The Arts & Sciences Curriculum Committee has met once.

Assessment and Accreditation:

Getting results back to departments for comment. But, GE data crosses departments so it's not clear how to react.

-Embedded instruments are in place – so that data is available.

Old Business:

RE: grade inflation – Miranda in OIR is working on the revision of the report format.

Models for course redesign and reduction is temp services, as discussed at the Joint Chairs Council meeting. A&S needs to reduce \$300,000. For Spring 2013, we need \$150,000.

Bruce will look at numbers at the end of the preregistration period. Cancellations are possible. There is no single cut-off point.

For close inspection we need to look at 20 or 15 or fewer.

-Roughly 50 adjunct sections to be cut.

-Some adjuncts who teach specialized courses are not that easy to replace.

Question: how far are we in getting to the \$150,000?

Answer: it's not yet clear. We need to compare Spring 2013 to Spring 2012.

Seth: AAS relies a lot on adjuncts.

-Visiting scholar arrangements have already been made.

Robert Spitzer: there are lots of hires happening that aren't faculty. Similar economies should be sought elsewhere.

Lori Ellis: There is a morale impact of these cuts.

Scott Anderson: it's easier for me to cut service courses.

Bruce – sincerely impressed by the commitment of departments to adjuncts. Nevertheless, we have a goal of greater commitment to full timers teaching the bulk of courses. We have 44% of the majors, but teach 65% of the classes – GE is the difference.

Course redesign is a possible aid here. For example, using technology, the larger sections of Psychology and Biology.

German Zarate: moving to classes of 100 affects space; we have limitations there.

Scott: the quality of instruction is an issue. Savings via administrative restructuring would help, too.

Judy Ouellette: I agree with Scott.

Peter Ducey: cutting service courses is the quick way but not the right way.

Sharon Steadman: GE classes are required to do a minimum of five pages of writing.

-Complaints from students – how will we handle it?

-Covering classes for colleagues: compensation starts after the first week but the Provost does say there is some flexibility regarding that first week.