

## Arts and Sciences Chairs' Council Meeting Minutes August 29, 2011

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, Sharon Steadman, Randi Storch, Paul van der Veur, German Zarate.

### **Associate Dean's Report:**

Reminder: Drop/Add deadline is 4:00 on Friday, September 2.

### **Personnel:**

- The Group Ad deadline is soon.
- Note the template has "and/or Master's Degree."
- You can edit that as appropriate.

Question: Ads can be misleading, for example, the orchestra leader position is not open, but the ad suggests.

Question: Psychology would like to tailor the ad to delete the reference to "Visiting Professor or Adjunct."

Bruce Mattingly: It's hard to change that; we do hire visiting professors.

DSI: deadline for Bruce Mattingly is due this Friday. Arts & Sciences have \$56K, other schools have less than \$20K.

-expects this year to rank like last year; maybe four at most, highly recommended.

New Adjunct in Political Science – Jerry O'Callaghan!

### **Facilities:**

Colloquium Room issue to resolve:

- a) It's primarily a faculty lounge.
- b) Some meetings may be scheduled there but furnishing is an issue.
- c) Other requests for room usage are coming in.

Bruce is looking for input on appropriate uses.

-The Dean's Office will sponsor Tea at Three Wednesday in the Colloquium.

-Scott wants a sink.

-Modern Languages wants a Language Teacher Lunch program. Can we subdivide the room?

-Psychology prefers to leave it unscheduled.

-Comment: it needs a Faculty Lounge sign.

-Bruce: for now, no scheduling.

Moffett and Old Main: The Moffett renovation is scheduled after the Student Life Center; probably starting in 2015 or later. Notes indicate that all want to stay in Old Main.

One proposal (tentative) from the architects is:

-Old Main would be History, English, Psychology, Modern Languages (and Academic Computing).

-Moffett would be Economics, Political Science, Math, Philosophy, Geography and AAS.

Old Main Handicap Parking Spaces – moved to behind Brown Auditorium. Some are still behind English Dept.

Seth Asumah: wants “Disabled” instead of “Handicap”.

Do the interior doors have a “Handicap” button near Dragon’s Den? Finding the elevator might be an issue.

Room Change Requests: the Registrar suggests streamlining this process.

Do we need the Dean’s input? No. Room changes go straight to the Registrar.

Let’s resolve Room Request issues this week. Should Chairs make the call to registrar or faculty? The preference is for Chairs.

### **Budget:**

Even with the tuition increase of \$300.00, the actual increase is \$225.00. Still, we have a seven million dollar deficit this year.

-September 8: President’s Meeting re: C.A.N.

-Fee increases: legislature has allowed a \$55 increase: \$30 health, \$10 Tech, and \$10 Ath, and \$5 Transportation

No other fee increases are allowed.

### Travel:

Per the Provost: Possible increase in travel funds. Plus \$100 per year allowance for each faculty for an academic journal and membership.

Randi Storch: Grant money that should go back to departments – we’re not getting it.

Seth: International conferences/organizations – results in a lot of looking for sources.

Jerry: Don’t forget via UUP, the IDA award is available.

Randi: Recall as officers in organizations we have to attend meetings without presenting papers etc.

### **Curriculum: none**

### **Assessment and Accreditation:**

75 minutes of Middle States at the Opening Meeting. Early fall release of self-study. Remember the recommendations are not from MS; they are part of **our** design and report.

### **Old Business: none**

## **New Business:**

Reassigned computers – demand is exceeding supply.

-Bruce Mattingly did a survey regarding computer needs. The results will be shared with Lisa Kahle.

Question: Are computers being returned to Dell for money?

Question: Is there only one Mac support person? Is there one going after next year?

Comments: The Help Desk is not well versed in Mac. Is there any bias against Macs in IR?

Bruce: The next step is to see if the position remains after Paul Leonardi leaves.

Lori: The denial of a server, last year, was a problem. Paul Leonardi was great.

Sharon Steadman: Similar concern.

Bruce: We may need a culture shift; relying on students to bring their own laptops and therefore, reduce lab needs.

Textbook orders – College policy requires that the College Bookstore be included in **all** bookstore orders.

“The rest of the campus infrastructure is there to serve us, the faculty.”

--That’s the wrong attitude. We are all here to serve the students.

## **Old Business Questions:**

a) Chairs Compensation

-Bruce: That proposal is not going anywhere. The issue is compliance. There is no immediate action on resolving that. When new chairs step in, then a review.

b) Course redesign conference in spring – Bruce will share information later.

c) September 9 is the deadline for summer school proposals. Summer Session II enrollments seem to be declining.

Isa: Can we change the format of Winter Session? Move it to four weeks?

Jerry: Four weeks is possible. Six credit options?

Pete Ducey: A faculty member was embarrassed about the low faculty participation in Convocation.

Paul van der Veur: There is no mechanism at Convocation for departments to connect to their own students; plus the food was gone.

Jerry: It would be better if it wasn’t the evening before classes start.

Sharon Steadman: I echo Paul regarding connecting faculty and students, including the Pre majors.

Seth: There is no occasion to it. They don’t dress for it.

Randi: The ceremony was on message, but it’s essential to have the interaction face to face.