

Arts and Sciences Chairs' Council Meeting Minutes 4/23/12
DRAFT

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

Absent: Kathryn Russell

Admissions Update:

Bruce Mattingly: paid applications: 835 from freshman; down from the 970s last year. Transfers are down by 81 students.

Transformations went well. Quality is high. Keynote was not well attended.

Associate Dean's Report:

Jerry O'Callaghan: thanks to faculty for speedy work in advising and grad checklists and Honors Convocation. Curriculum: CCRC will meet one or two more times.

Curriculum:

Arts and Sciences Curriculum Comte has finished meeting.

Seth Asumah: Honors Convocation is lacking in diversity. Excellence doesn't appear very inclusive regarding the top 5%. It's something we need to do.

Personnel:

Economics instructor position, we see only one good candidate.

Gallery director: a phone interview was done.

Modern Language TESOL: a phone interview was done, but now the committee wants to postpone until fall.

Facilities:

No new information. It looks like the next five year plan will have the same funding as the current plan.

Old Business:

VCR decision is that players will not be removed from classrooms. IR will work with departments to transfer digital data. VHS players will not be replaced as they fail.

Reminder that copyright laws apply. Separate issue from the transition to digital.

Question: regarding the restriction on circulation, it's not clear why that is a copyright issue.

Question: access to live streaming from another country is not likely to work well. Need to keep media.

Question: we really need IR to maintain the machines.

Question: what about adjuncts? They bring their own materials.

Catering question: Nasrin has drafted a policy, but is not yet ready. She is talking to the building administrator.

The Art reception had problems with bringing off-campus food to campus event.

Bruce: The College will likely claim liability concerns. Apparently a certificate from the Department of Health is needed.

Assessment and Accreditation:

Congratulations to all for a great job in Middle States. SUNY Cortland passed all 14 standards. The written report comes later and should be widely available.

Fall 2012 Schedule Changes:

-recall there are some slots in the day **with no rooms available**.

Chairs still need to review all classes that are under-enrolled for fall.

Budgets:

Vice President Shaut has some dollars available to add to OTPS.

Bruce: there is a question about what the criteria is to use in deciding the allocation. For example, one idea is to look at student credit hours generated per department. See handout.

Comments:

In Performing Arts, student credit hours taught is not the best indicator.

-The number of faculty, adjuncts, FTE Studio/lab courses and programming costs are all relevant.

In Biology, student credit hours is not the best way given the costs of some of our courses.

Existing lab fees need to be accounted for, too.

Sciences would like to see a separate repair budget.

Geology would like to see 20% restored.

Remember program review costs and faculty search costs.

A flat % increase across the departments, especially given the loss due to inflation plus the 20% cut.

A flat % as a baseline and some consideration for unique context of departments.

Africana Studies receives ten thousand dollars each year for Black History Month. We rely on Political Science resources a lot.

Ensembles, gospel choir, etc. are relying a lot on students bringing their own equipment and costumes.

History: are we going to repeat inequities that exist now in the budget? Part-timers are a big expense.

The Adolescent Education budget should be separate. Costs coming in include newsletters. Are credit hours generated accurate?

Geography: our costs are approximately twenty thousand dollars, but IR is subsidizing us heavily.

Across the board has support, but inequities must be addressed.

Bruce: there are reasons to have student credit hours count as one factor. It's only a partial measure.

Announcements:

Administrative equipment replacement requests: noon Wednesday, April 25, deadline. It's seventy five thousand college-wide. The key is to prioritize.

The course proposals deadline for Winter 2012 is May 4.

Faculty Lines:

See the handout on Arts and Sciences vacancies and new positions.

In sum, about thirty requests were noted but college-wide we expect to hire 15 lines (estimated).

Additional needs for Performing Arts, English and African Studies.

Timing is critical regarding getting a search going early.

Question: would you consider an interdisciplinary appointment? The answer is yes.

There is one more Chairs Council meeting – use that as a deadline for prioritizing search requests.

Other:

There seems to be a new policy that outdoor keys won't be cut anymore in light of the card reader access at Old Main. Bruce will follow up.