

Arts and Sciences Chairs' Council
Monday, April 20, 2020
Virtual Meeting using Teams

MINUTES

Present: Bruce Mattingly, Vincent DeTuri, Seth Asumah, Jeremiah Donovan, Patricia Conklin and Theresa Curtis, Gregory Phelan, Paul van der Veur, Kathleen Burke (for Flavia Dantas), Andrea Harbin, Wendy Miller, David Barclay, Kevin Sheets, Alexandru Balas, David Dickerson, Paulo Quaglio, Kevin Halpin, Mecke Nagel, Moataz Emam, Herbert Haines

Absent: Mary McGuire

Guests: Laura Davies, Associate Professor, English and Director of Campus Writing Programs
Michael Turner, Coordinator of the Writing Center

- SUNY Cortland's Writing Programs
 - Discussion of writing sequence
 - Support from the Writing Center for all writing assignments
 - Discussion of outcomes for students
 - Questions about writing intensive requirement
 - SLOs and setting up course designation at the section level

Administrative Update

- P-cards have been suspended, purchase requisitions go through VP of Finance
- President's Cabinet has suspended some searches
- Face-to-face instruction in the Fall is uncertain
- Reminder to make sure that department ages have up to date contact information
- Virtual open houses for accepted students
- Course level SLO deadline is flexible
- GE assessment can be paused this semester
- Transformations is not happening on Friday
 - All submission abstracts will be posted
 - Students may upload their work digitally

Associate Dean's Report

- Send names of students you are concerned about and any students who lost an immediate family member to AD

New Business

- Spring 2019 final exam guidance
 - Provost is currently working on a document
 - No requirement to give a final exam
 - What guidance would be helpful for faculty?

Open Discussion

