

Arts and Sciences Chairs' Council
Monday, January 24, 2022
Virtual Meeting Using Teams

MINUTES

Present: Vincent DeTuri, Seth Asumah, Martine Barnaby, Patricia Conklin, Gregory Phelan, Paul van der Veur, Kathleen Burke, Andrea Harbin, Wendy Miller, Gayle Gleason, Kevin Sheets, David Dickerson, Paulo Quaglio, Kevin Halpin, Andrew Fitz-Gibbon, Douglas Armstead, Mary McGuire, Craig Foster, Sharon Steadman

Absent: Bruce Mattingly

Administrative Update

- From President's Advisory Committee
 - Many Student Affairs Offices are short-staffed due to resignations and retirements. These include Career Services, Student Health Services and the Learning Center. Until these positions can be filled, we need to be patient with these offices as they work to provide the services to our students.
 - A question has arisen regarding whether CSEA workers can work from home in case of inclement weather. Per their contract, CSEA workers are not allowed to work from home. They can take accruals if weather (or other reasons) prevents them from coming to the office.
 - The campus will not be providing KN95 masks to employees or students. However, the campus is working with SGA and employee unions to help facilitate the purchasing of these masks for their members.
- Spring 2022 startup – information has been shared via email
- All students required to submit pre-arrival test; those who test positive required to quarantine
 - Notification of quarantine from Associate Dean via Starfish and students should notify faculty directly
- College continues to track unvaccinated students; various offices following up with specific student populations (new admits, grad students, those returning from LOA, etc.), a small number may be de-registered
 - No deregistrations from Arts and Sciences
- Guidance to faculty from provost emailed January 18
 - faculty need to wear a mask, just a face shield is not okay
 - Cortland Health Dept was consulted about campus plans to start on Jan 24 with in-person instruction and they approved
- Personnel
 - New hires for fall 2022, five so far

- Four new Diverse Faculty Fellow (DFF) searches were approved for spring, including one for Communication & Media Studies; others in Health, Literacy, and Kinesiology.
- Spring 2022 personnel reviews: updated review lists have been distributed, should be accurate, notify Meghan of any errors
- Budget
 - Spending controls announced in October will stay in place until June 30 (see Jan 21 email from Mark Yacavone)
- Enrollment is up from last year, applications are similar to this time last year
- Assessment/Curriculum
 - SLOs completed for approx. 90% of all courses;
- Facilities
 - Burst water pipe in Dowd on January 16, no major damage
- Reminders
 - Individual meetings with dean to review fall 2022 course schedules are starting this week; work with Meghan to schedule an appointment if not already done
 - Middle States virtual visit 4/3/22 through 4/6/22 (Sun—Wed)
 - Save the date: Transformations Friday April 29; call for proposals will be sent out this week

Associate Dean's Report

- Add/drop ends Friday at 4 pm
 - PIN is not needed

Open Discussion

- Question about INC policy; currently being reviewed by EPC
- Concerns raised about students not complying with mask mandate

Deadlines and Announcements

- 2/1: Faculty reappointment/promotion portfolios due to Department Personnel Committee.
- 2/3: Financial Aid - (Matthew Pitcher), will begin reaching out to the A&S Scholarship Committee Chairs.
- Fall 2022 course scheduling meetings 1/25 – 2/8
 - Contact Meghan to schedule
 - Submit schedule in Course Creator and complete Schedule Planning Guide prior to meeting
- 4/29: Transformations Conference