

Arts and Sciences Chairs' Council  
Monday, November 5, 2018

**MINUTES**

**Present:** Bruce Mattingly, Vincent DeTuri, Mary McGuire, Seth Asumah, Vaughn Randall, Patricia Conklin, Gregory Phelan, Paul van der Veur, Andrea Harbin, Wendy Miller, David Barclay, Randi Storch, David Dickerson, Paulo Quaglio, Kevin Halpin, Andrew Fitz-Gibbon, Robert Spitzer, Herbert Haines

**Absent:** Kathy Burke, Alexandru Balas, and Brice Smith

**Guests:** Anthony (Tony) Marchewka, Book Department Manager, College Store/ASC, and Dick Stratton, LAD Custom Publishing

- Updates from Tony
  - Focus on affordability and accessibility
  - 24% of students choose ebook over printed material
  - Don't know where 30% of students purchased materials
  - Will offer more ebooks in the Spring, Faculty can select a choice
  - Inclusive access from publishers allows digital content through Blackboard and by guaranteeing buy-in from students the price can go down for the student
  - Cengage unlimited option provides a flat price for all books published by Cengage; digital only, per semester
  - Custom format options allows selection of chapters
- Question: Can we remove chairs from the email exchange between College Store and faculty?
  - Will look at this
- Dick – Used books are becoming rare
  - All publishers have a custom publishing arm
    - Possible to pull together text from multiple books
    - About 30% of custom publishing is out of print books

**Administrative Update**

- DSA awards – unusual situation this year
  - Typically college takes 50% for equity adjustments; 50% for merit
  - This year 100% will be for one-time award for merit increases
    - About 92 applications from A&S
    - Bruce's deadline is this Friday
- About 14 sabbatical leave applications – due on Friday
- Institute on Teaching and Mentoring Conference
  - Good source for future searches to reach out to candidates to increase our diversity
  - Build long term relationships

- About 600 candidates are involved in this institute

### **Assessment and Accreditation**

- Continuing to work with departments on SLOs
  - Next step is to revise curriculum maps
  - Look for a memo by end of week

### **Old Business**

- Class attendance and excused absences – Not a change in policy but a change in practice
  - Current practice – students get an “excused” absence from AD
    - To clarify the AD only verifies, does not excuse
    - Dean’s office is verifying one day doctor appointments and court dates
  - Preferred practice – AD verifies students with lengthy absences that may significantly impact grade
    - Documentation for a week or an ongoing medical condition
    - How should we define “lengthy”?
    - One day absences should be verified by instructor
    - Faculty need to be clear about absence policy on their syllabus
- Review and Revise Criteria for Continuing appointment (Andy)
  - What is the criteria for Associate Professor?
    - Expectation of three publications (unwritten rule)
    - Academic departments define equivalency
    - When does it take effect? – next academic year if approved
  - Voting – change to recommend/not recommend
    - This will not go to referendum

### **New Business**

#### **Transformations**

- Embarrassing low attendance at keynote address
  - Maybe 50 people or less attended
  - Keynote is midday on Friday when classes are not in session
- Overarching idea is to share across disciplines
- What can we do?
  - Faculty bring the incentive, perhaps as extra credit
  - Use a class meeting to attend Transformations
  - Better advertisement, more publicity
  - Bring back marketing as “scholarship day”
  - Provide food
  - Advertise something about keynote to faculty
  - Require attendance at a number of events – tracked through ID card
  - Open up to other SUNY
    - SUNY sponsors UG research events

- Move the event to the weekend
- Assess faculty and student attendance across disciplines
  - How has attendance changed?

### **Announcements and Deadlines**

Leave of Absence Spring 2019 Applications: Chair to Dean – 11/9/18