

Arts and Sciences Chairs' Council
Monday, October 7, 2019

MINUTES

Present: Bruce Mattingly, Vincent DeTuri, Mary McGuire, Seth Asumah, Jeremiah Donovan, Patricia Conklin, Gregory Phelan, Paul van der Veur, Flavia Dantas, Andrea Harbin, Wendy Miller, Gayle Gleason, Kevin Sheets, Alexandru Balas, David Dickerson, Paulo Quaglio, Andrew Fitz-Gibbon, Moataz Emam, Robert Spitzer, Herbert Haines

Absent: Kevin Halpin

EPC information-gathering on Evaluation section of College Catalog

Guests: Chris Widdall

- See handout
 - Fact finding information document, so far 40-ish comments and feedback
 - About 50-50 for and against exam week
 - Survey went out three weeks ago (Monday 9/16); closes next Wednesday
 - Reporting of grades won't change too much, will add Starfish information
 - Missed examinations is not much of a concern
 - Make-up examinations given after the regular scheduled exam
 - Examination policy is the biggest concern
 - About 60% of faculty (from Thom) are asking for a substitution
 - It would be really helpful to drill down on this
 - Some are not asking but doing something different
 - Multiple sections with labs; get permission from Dean
 - Final exam week is mandatory time for "teaching"

Administrative Update

- Facilities staff, Holly, Herb – noise in Moffett, rooms might change mid-semester

Old Business

- Starfish – if you have feedback send to Lori
 - Content of the messages sent from Starfish is "cringy" – how do we fix this?
 - Are they tinkering with the wording right now?
 - To see the comments, click on students and then click on the comment
 - Can this be later? – is six weeks the right time
 - Don't need to click something for feedback
 - Academic concern included attendance, but this was not an issue
 - Assumed there was a save button, but it was a submit
 - Click the name, options to write feedback in a box without clicking Kudos
 - The old midsemester estimates, had to pick out of 5 options
 - Some of those choices are not appropriate – never changed
 - Reach out to Michele about report on faculty submission (Greg)

New Business

- SUNY review of print environment – email from President Bitterbaum
 - SUNY believes they can save \$60-70k on printing
 - Will look at the user level
 - Only collecting data

Announcements and Deadlines

- Second year appointments: Department Chair's recommendations due to School Personnel Committee: October 15
- Sabbatical Leaves for 2020-2021 : Department Chair's recommendations due to Dean: October 18
- Spring 2020 - LOA: Faculty applications due to Department Chair: November 1