

Arts and Sciences Chairs' Council
Monday, February 8, 2021
Virtual Meeting Using Teams

MINUTES

Present: Bruce Mattingly, Vincent DeTuri, Seth Asumah, Jeremiah Donovan, Patricia Conklin, Gregory Phelan, Paul van der Veur, Flavia Dantas, Andrea Harbin, Scott Anderson, David Barclay, Randi Storch, Alexandru Balas, David Dickerson, Paulo Quaglio, Kevin Halpin, Andrew Fitz-Gibbon, Douglas Armstead, Mary McGuire, Craig Foster, Sharon Steadman.

Administrative Update

- Mark Prus sent a financial update with a glimmer of good news
 - We have reduced our spending
 - Projected cash reserves at 4 million
- Update from President's cabinet
 - Charles Lambiotte is leaving at end of month
 - Weather disruption slowed COVID testing
 - Our campus is vaccination site, but no one on campus is deciding who gets the vaccine
 - Our sanctions are quite strict
 - There is a perception of strict enforcement at Cortland only
 - About half off SUNY are consistent with us
 - COVID testing showed 16 positive cases of students
 - Administration is looking into enforcement of testing
 - Self-screening only when you are on campus
 - Next Monday is a holiday and there will be additional testing later in the week
- Program review – Bruce wants to meet to discuss with departments
- Classroom requests to move rooms – we don't have the capacity to not be hybrid

Associate Dean's Report

- Alpha Delta Award
 - Students need to submit resume and apply through link by 2/14
 - Faculty need to send recommendation by 2/15
 - I will interview students and hand in my recommendation by 2/22
- Student absences – same as last semesters
 - For 1-3 day absence, associate dean does not verify
 - An extended illness or quarantine requires student to send documentation to associate dean office
 - No requirement to provide online access for in-person content during quarantine

Assistant Dean's Report

Old Business

Spring 2021 re-opening

- A handful of online subsections have been processed

Fall 2021 planning

- There is not a good sense of where enrollment will be
- Some departments are down faculty
- Be conservative in planning schedule
- Might have a threshold of 20 for low enrolled sections

New Business

SLO assessment

- Goal is to show continuing improvement
- Submitted feedback and first thoughts are posted in Watermark and sent by email
 - Most of the comments were for clarification or questions about the process
 - Question about sharing excellent reports
- It is important to have follow up discussions
- The SLO committee is working on a rubric to provide formal feedback

Course teacher evaluations

- Faculty did not have to include evaluations from Spring 2020
- Fall semester would continue with CTEs
 - UUP – optional to include in portfolio
- Discussion about Spring 2021
 - Bruce is looking for meaningful feedback from faculty on CTEs
 - Low turnout rate in Fall 2020
 - CTEs are focused on in-person experience
 - Last year discussed moving to online response

Open Discussion

Sanction email

- Push back on reading the letter to the class
 - Maybe better to email or post instead of read
 - Long script – isn't this available elsewhere
 - Execution is heavy-handed
 - How are we interpreting the SUNY-wide punishment?

- Chairs will send but not ask faculty to read

Deadlines and Announcements

- February 15: Department Personnel Committee's recommendations due to Department Chair
- February 16: Faculty Development Center (FDC) -- Small Grant applications for the spring semester: due to Dean by Tuesday, (electronic submissions only per Betsy in the FDC)
- February 22: Joint Chairs Meeting (rescheduled from Feb 8)
- February 26: Deadline to complete annual training on harassment and discrimination prevention
- March 1: Department Chairs recommendations for tenure-track faculty due to School Personnel Committee (SBS sub-school chair needs to be chosen)
- April 30: Transformations "Save the Date", proposals email to come out shortly