

Arts and Sciences Chairs' Council
Monday, May 3, 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, Kevin Sheets, Alexandru Balas, David Dickerson, Paulo Quaglio, Kevin Halpin, Andrew Fitz-Gibbon, Douglas Armstead, Mary McGuire, Craig Foster, Sharon Steadman.

Administrative Update

- Final exams have an online default
 - If faculty want an exception for in-person send email to Vince
- New source of funding for travel
 - Bruce will send out some guidance soon
- Proof of vaccination for students returning in Fall
 - No change in our current requirement – decided at SUNY level
 - Can we mandate
 - An exception for Cortland? – no
 - An exception for students working in an office? – no
 - An exception for individual situations? – no
- Summer low enrolled courses will be reviewed soon
 - Deadline for Session I decision is May 12
 - UG should have 7 or more students, GR should have 4 or more students – if there is a compelling reason we can run the course with fewer students
 - Instructors will get a reduced salary for courses with 6 or fewer students
- Last minute baseball game with travel was scheduled for Monday
 - Pushback from Mike Urtz was unsuccessful
- Fall enrollment
 - Hit minimum target of 1200 deposits paid
 - Still likely 200-300 less than Fall 2020
- Call for annual reports will be out in a week or two
- Return to work on Tuesday, July 6
 - If questions, attend open meeting
- President's retreat July 8-9
- Graduation walk next week
 - Most students signed up for Thursday

Associate Dean's Report

- Assigning an incomplete grade in the Fall
 - no longer use the pull down menu in Banner, submit using online form

- Form will require material to complete and set a date for completion
- Process change due to concerns from students having unclear expectations or not knowing they have an INC – this will set up an agreement between faculty and student
- No change to the extension policy
- Reminder about submitting final grades before the May 19th deadline at 4 pm

Old Business

Fall 2021 planning

- Bruce will write soon about low enrolled courses
- Admissions is planning on changes for Open House in Fall
 - Still around Veteran's Day and Indigenous People's Day
 - Trying to get away from big events for crowd size
- Still unknown about social distancing and class capacity
 - Trying to be like Fall 2019

SUNY GEAC proposal

- Very little new information

New Business

Annual reports; SLO assessment

- Follow a similar process and similar prompts to years before
 - Assessment, budget, highlights
- Looking for regular reporting of SLO assessment with annual report
- Concern that Watermark is a calendar year but annual is an academic year