

Arts and Sciences Chairs' Council
Monday, August 30, 2021
Virtual Meeting Using Teams

MINUTES

Present: Bruce Mattingly, 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.

Introduction of New Chairs

Martine Barnaby, Art and Art History

Kathleen Burke, Economics

Wendy Miller, Geography

Gayle Gleason, Geology

Sharon Steadman, International Studies

Administrative Update

- Faculty Searches
 - approval for 17 faculty searches this year: 2 Chemistry, 1 Comm and Media Studies (and one professional), 2 Economics, 2 English, 1 History, 1 Mathematics, 1 Modern Languages, 1 Performing Arts (and one professional), 2 Political Science, 2 Psychology, 2 Sociology/Anthropology
 - Additional line requests can be made through PRODiG – details will be coming soon
 - Be proactive in diversifying candidate pool and increasing diversity across campus
 - We may have a need for additional faculty mentors for the new faculty – send Bruce the names of possible mentors
- Future of FDC and RSPO
 - For short term Mark Prus will be leading the Faculty Development Committee
 - The FDC will continue and be evaluated to ensure we have an efficient structure that does not duplicate other efforts on campus
 - A request was made to provide cross cultural mentoring and sponsorship in mentoring program
- Provost would like for us to continue to use electronic portfolios for reappointment and promotion
 - A request was made to use a more structured format and request was made to use a more flexible format
- Annual report feedback will be coming back soon
- DSI recommendations have an extension to the end of this week

- Open discussion
 - COVID testing questions – is our data safe? Who is paying for testing?
 - Mask mandates and compliance with the mask mandate
 - Service animals attending class – reach out to the DRO if there are issues

Associate Dean's Report

- Reporting an INC grade will now require a separate form that replaces the pull-down option in Banner
 - The form will ask for timeline to completion and expectations
 - Students will be notified when an INC is assigned
- Course level SLOs are nearing completion with 82% of courses with SLOs
 - If there are no plans to write SLOs the course needs to be deleted
 - Planning for 100% completion by end of semester
- Online accommodation requests from DRO for ADA compliance
 - We must approve these requests unless it requires a fundamental alteration of essential requirements or a fundamental alteration of the course

Assistant Dean's Report

- Scantron solution is in the works – something will be ready by midterm time

New Business

Latest COVID guidance, including vaccination requirements

- Expectation of everyone to mask indoors
- Instructors can not ask students about vaccination status for required courses
- There is no expectation to provide social distancing for unvaccinated students
 - Questions about maintaining physical distancing when there is a mix of vaccinated and unvaccinated people – the current room capacities do not allow for social distancing
- The administration is working on collecting and sharing the number of vaccinated students/faculty/staff
- Out of the over 6k students about 130 are approved for medical or religious exemption
 - They may not have the same access to non-degree requirements or services, i.e., Raquette Lake, SLC, performance courses
- If a course is a degree requirement can't ask vaccination status
 - If a course is required and requires vaccination – we must provide another accommodation, i.e., students required to attend overnight stay at Raquette Lake need to be vaccinated
- Can a faculty provide online content to students in addition to in-person? – yes
- Is there a vaccination requirement for NY state employees? – no, requires negotiation with the union

- What are the medical and religious exception requirements for the vaccine? – see below
- There is no expectation or mandate that online lecture content is posted for in-person courses
- Requests to relocate classroom will go through Bruce and allowed if possible
- Expectations for office hours was resolved between the administration and union and shared with campus
- Can a department set a blanket policy about maintaining consistency across sections for posting online content? – yes

Department chairs:

Here is some information provided by Laura Davies regarding some questions that were raised during Monday's chairs' council meeting:

1. For faculty who are participating in the weekly or bi-weekly surveillance testing, who is responsible for maintaining the security of their biodata?
We are using Quadrant Biosciences for our employee testing, and they are responsible for maintaining the security of individuals' biodata. The conditions and authorization of the testing is [here](#), and the user guide is [here](#).
2. Who is paying for surveillance testing? Are any of these costs being billed to faculty members' insurance?
SUNY Cortland is paying for surveillance testing. None of these costs are being billed to faculty members' insurance at this time. When a student tests, we attempt to bill the student's insurance for the reflex testing.
3. The Fall 2021 COVID-10 guidance page (<https://www2.cortland.edu/about/restart/>) includes guidance for students seeking medical or religious exemptions from the vaccination requirement. What criteria are being used to evaluate those exemption requests, and what is the source of those criteria?
We are following SUNY guidance for reviewing medical and religious exemptions. The SUNY forms for these exemptions are attached. The language for religious exemptions states that students must demonstrate a "sincerely held religious belief," and they do not need to be a member of an organized religion to obtain a religious exemption. We have worked closely with SUNY legal counsel to interpret the policy, and we are following their guidance in reviewing these exemptions. Students must submit exemption requests by Friday, Sept. 3.