



Arts & Sciences Chairs Meeting
Tuesday, February 8, 2022
9:00-10:30 via Zoom
Meeting Minutes

In Attendance: Colleen Delaney, Blake Gillespie, Liz King, Erick Fleming, Jose Alamillo, Christina Smith, Michael Soltys, Mary Adler, Sean Anderson, Stephen Clark, Sonsoles de Lacalle, Frank Barajas, Geoffrey Buhl, Lynette Landry, Dana Baker, Kimmy Kee-Rose, Sunghee Nam, Gregory Wood, Catherine Burris, Vandana Kohli, Phil Hampton, Trina Darakjy, Marie Abara

I. Approval of Meeting Minutes:

Meeting minutes from December 14 and January 25 were approved.

II. Information Items

Valentine's Day: Arts & Sciences will host a social gathering for staff and faculty to celebrate Valentine's Day. It will be a drop-in at Madera 2381 from 1:00 PM – 2:30 PM.

Faculty Excellence Awards: The Faculty Excellence Award applications are due by midnight Tuesday, March 1, 2022. Spotlight on Research Seed Grant Award applications are due on Friday, April 1, 2022. Chairs were asked to encourage their faculty to apply.

Schedules: Dean Kohli instructed the Chairs to use the prior year FTES and SFR targets for the 2022-2023 Academic Year. In developing the schedule, the Chairs should keep student needs in the forefront. The tentative deadline for submitting the schedules is the end of February. Issues such as out-of-state faculty and online/face-to-face class assignments should also inform a schedule creation. Dean Kohli will invite AVP Sheila Grant to a future meeting to discuss out-of-state policy. The institutional guidance on face-to-face learning versus online learning remains unchanged. See below:

“The Provost and I just finished a very productive meeting to Moe Maloney at WASC. Here is the basics of what we learned: The federal government provides a definition of distance learning at the program level if more than 50% of course in an program online. That definition has not changed. WASC decided to change that to define distance learning at the program level if more than 50% of course in a program online, so there is a 1 percentage point difference between the DoE and WASC. The major concerns seems to be the change by WASC in their usage of the term program rather than major. This terminology change was not intended to be a policy change; WASC is aware of the issues this wording raises for institutions in the CSU and will provide clarification as soon as they can. The directive at this point is to continue to do what we have been doing as we await clarification. No additional substantive change approval is required at this time.

A message about this update will provides [sic] to chairs shortly.

Best,

Jessica

This means that 51% of the major is what is considered for substantive change.

Teleworking: MAR announced that the Provost and President encourage continued presence on campus from all faculty, staff and students. In working with the MAR, the staff will develop teleworking agreements with the goal of having an on-campus presence for 4 days a week. Chairs are encouraged to work with the MAR if more flexibility is needed.

Disrupting Inequities and Exclusion: Dr. Frank Barajas sent an invite to A&S colleagues to participate in a project, "Institutional Memory or: How I Learned to Stop Worrying and Fight Righteously for My Community. As a goal within the Arts & Sciences Collective Vision 2025, it will examine how racism stands at the center of sameness, exclusion, and inequity in our university's culture of tenure-track recruitment."

III. Discussion:

Block scheduling: AD Hampton is on the block scheduling planning group. He shared that Colleen Forest and Ana Rosa Duran had developed draft block schedules for the Fall 2022 semester consisting of four courses that students would be enrolled in and a fifth elective course that students could choose. The draft block schedules were based on the major's roadmap and the academic preparation recommendations of the EO1110 implementation task force. If a roadmap listed a general education category, then a course was selected from the Course Enrollment Dashboard based on prior student enrollment patterns for students in that major.

He presented the Spanish and Chicano Studies block schedules which both deferred Math until Spring Semester because Math was not required in the major. In the case of Chicano Studies, a fourth course was still needed to complete the block of four courses. The Spanish roadmap indicated courses should be taken from GE A-1 and A-3. The Registrar's Office selected COMM 101 and UNIV 150 for these classes based on enrollments in the Course Enrollment Dashboard. For Chemistry and Computer Science, the block schedules place students into CHEM 105 and COMP 105, respectively, as opposed to CHEM 121 and COMP 150 that are required in the major. AD Hampton noted that the draft roadmaps would be distributed to Chairs on Friday, February 11, and that feedback was requested on the drafts.

Budget review: Each department chair was provided a summary of balances in GD 975. Dean Kohli requested that each area create and submit a spending plan to the Dean's office by March 31. All remaining funds will be swept by the Dean's office on April 1 and used for items comprised from a list submitted to AD Hampton from all departments. All balances in this fund must be used and/or encumbered by the end of the fiscal year.

Return to Face-to-Face chairs' meeting: Not discussed.

Inculcating lecturers into departmental culture: Not discussed.

Winter Break Updates: Not discussed.

Issues of Accommodations in Classrooms: Not discussed.

IV. Chairs' Items

- *Department Curriculum Review:* Not discussed.