



**Arts & Sciences Chairs Meeting**  
**Tuesday, February 22, 2022**  
**9:00-10:30 via Zoom**  
**Meeting Minutes**

**In Attendance:** Colleen Delaney, Blake Gillespie, Liz King, Erich 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, Catherine Burris, Vandana Kohli, Phil Hampton, Trina Darakjy, Marie Abara

**Absent:** Greg Wood

**I. Approval of Meeting Minutes:**

Meeting minutes from February 08, 2022, were approved.

**II. Information Items**

*Recording of Meetings:* Dean Kohli asked whether the Chairs would object to recording of the Chairs meetings to assist in the creation of minutes. There were no objections.

*Items from Chairs:* Chair Delaney indicated that she attends weekly campus facilities meetings. She announced that the campus will be updating the outdoor Wi-Fi and that there might be some disruption to classes. She also announced that Admitted Dolphin Day has been moved to April 23, 2022.

Chairs expressed frustration about a recent power disruption and the poor communication regarding the outage and which buildings would be impacted. Dean Kohli will bring up this issue at the next AAC meeting.

*Chair Elections:* Dean Kohli announced that six department chair's terms end this year. She indicated that she would be meeting with these programs. She offered a survey instrument developed by Communication for programs to consider using in evaluating the Chair. A discussion ensued regarding policy as it relates to Chair evaluation. Dean Kohli indicated she would review the relevant policy and report back at the next Chairs' meeting.

*Winter Break Updates:* Dean Kohli requested a brief summary of what Chairs accomplished during Winter break so that the additional stipend can be paid to Chairs. She indicated there was no specific format and that updates could be brief. She would like to showcase the work that Chairs did with administration.

*Budget Update:* MAR Darakjy reported that she has been working closely with the staff to update program budgets in preparation for closing out the fiscal year. She has

scheduled meetings with Chairs and the staff to review their departmental budgets. Dean Kohli encouraged Chairs to attend these meetings.

*Resignation of Chancellor Castro:* Dean Kohli opened the floor to discuss the Chancellor's departure. She offered her support to Chairs and asked for anyone with concerns to reach out to her at any time. She encouraged Chairs to review the frequently asked questions on the Chancellor's Office website.

### **III. Discussion Items:**

*Block Scheduling:* AD Hampton provided an update on the block schedule. Block schedules were distributed to Chairs on Monday, February 14. He indicated that academic advisors were scheduling meetings with Chairs to discuss the block schedules and program roadmaps. He noted that the block schedules presented at the last Chairs' meeting relied heavily on UNIV 150 for GE A3, while the newly distributed block schedules included a broader set of GE A3 classes as a result of concerns expressed by Chairs.

Chairs expressed concern about how they were not comfortable prescribing GE courses for their major's block schedule. There was also concern regarding the absence of faculty members on the block scheduling committee and how the block schedules might impact the class schedule and lecturer entitlements.

*Tenure Track lines:* Dean Kohli forwarded a request for tenure track lines to the Chairs. She emphasized building their case for a position on the criteria sent by the Provost, since those criteria would be used to rank requests. She will condense requests before submitting them to the Provost. She encouraged programs to submit current faculty searches that have not yet been completed since the outcome of the searches is not yet known. The deadline to submit requests to Dean Kohli is 5:00 PM Friday, February 24.

### **IV. Chairs' Items**

*Department Curriculum Review:* To be discussed at the next Chairs' meeting.