

Arts & Sciences Chairs Meeting
Tuesday, April 2, 2019
9:00-10:30 am, Madera 2381
Minutes

I. Approval of Meeting Minutes

Minutes from March 5, 2019 – Approved

Announcement from Chairs: Retirement event for Bob Mayberry -- former students performing excerpts from his plays -- April 9, 7:30 pm, Malibu 140

II. Information Items

Lecturer Evaluations are underway at the dean's level; thanks to chairs and Peer Review Committees for doing their part.

Arts and Sciences will host two networking sessions for lecturers to show appreciation; provide an opportunity to network with colleagues; receive and offer feedback. These sessions will be on 4/18/19, 1:30 to 3pm, Broome 1756 and 4/19/19, noon to 1:30pm, Broome 1756. Food will be served.

Cindy is meeting with program chairs individually to discuss office space needs. Priority is that every tenure track faculty member has a single office.

Kohli shared A&S AY19-20 funded FTES target of 5,175 resulting in an augmentation to the budget of approximately \$1.2m. The target SFR will be 23.5. Kohli believes the school needs to stay within the targeted FTES and SFR, even though the consequences of under or overshooting targets is not yet clear. Kohli addressed concerns raised by Chairs regarding SFR and FTES targets. Kohli mentioned that the Provost wants to gradually increase SFRs to comparable CSU targets (CSUMB), whose target SFR is close to 28. Questions raised as to why CSUMB is our comparable institution? For example, Chairs felt that CSUMB does not have the classroom size restrictions that CSUCI does imposed by space scarcity. Additional concerns around an increased SFR target included pressure on some Programs to cancel under enrolled sections which could impact graduation rate. Kohli reminded Chairs that small classes will be allowed to continue with proper justification. A memo from the Provost will be forthcoming regarding ideal class size.

Kohli intends to request 10 tenure track lines for next year. Some part-time dollars may also be converted to permanent dollars. Chairs asked about replacement lines; Kohli responded that positions are not automatically replaced, and are swept back into the pool for reallocation (if at all).

Update regarding the current 11 faculty searches: eight verbal offers; one search not yet started; one is still in discussion; one problematic with solutions currently being sought. The group agreed on the value of using this year's experience with hiring for improving practices next year. An ad-hoc taskforce comprised of Nancy Mazingo, Chanda Cunningham, Sean Anderson and Kohli will provide written feedback to serve as the basis for conversation at a future Chairs meeting.

Plans to increase online courses were discussed as a follow up to one of the Strategic Initiatives proposals. Chairs raised concern and want to make online courses a topic for future discussion. Kohli asked Chairs to hold that conversation at the Program level first and provide feedback to the Chairs Council. She encouraged Chairs to be inclusive since some courses may be well suited for online modality.

Chairs discussed issue of the need to reschedule classes currently scheduled in the most popular time blocks because of a scarcity of space (re: Mary Laurence's memo). Comment made that moving to two-year schedules will help estimate when space will again become an issue. Kohli reminded the Chairs that we need to utilize all time blocks because the campus must demonstrate complete utilization of all space to request new buildings and renovations from the Chancellor's Office. Chair stated that class times are not unpopular because of faculty not wanting to teach, but because students dislike the times. Concern voiced regarding lecturers whose classes could be cancelled if low-enrolled due to being offered at a time that students dislike. Kohli requested Chairs collect evidence related to this issue and reminded Chairs that they don't need to schedule hard-to-fill courses at unpopular times. A final issue was PeopleSoft limitations around scheduling blended courses.

III. Discussion Items

Closing the Achievement Gap: Group (Blake, Sean A., Nancy, Cindy, Simone) has met to brainstorm ideas. Kohli approached AVP Amanda Quintero with proposal of getting everyone together to create one proposal; Amanda preferred we continue to work on our own for now. Current ideas for this proposal include infrastructure and advising; question raised regarding input from other faculty besides chairs; request for any ideas regarding additional categories to be submitted ASAP. Goal of proposal clarified: request for one-time money that can be used to close achievement (graduation) gaps. Agreed: circulate draft/ outline to circulate among chairs.

Chairs expressed confusion regarding roles of AVPs; Kohli agreed that clearer delineation is needed and indicated an intent to email the Provost for clarification.

Student Research and Creative Activities: Sean K. heading this up; indicated moving along. Luke also engaged.

2-year transfer and 4-year roadmaps – Postponed due to time constraints

Chairs' Best Practices - Postponed due to time constraints

IV. Chairs Items

Faculty Experience with DASS (C. Smith) – Postponed due to time constraints

TT Hires (Budget Request) 19-20 (J. Meriwether) – Postponed due to time constraints

Handout:

Sample Milestones for 2-Year and 4-Year Roadmaps