



**Arts & Sciences Chairs Meeting  
September 27, 2022  
9:00 – 10:30 am via Zoom  
Meeting Minutes**

**In Attendance:** Mary Adler, Sean Anderson, Dana Baker, Raquel Baker, Geoff Buhl, Catherine Burriss, Rainer Buschmann, Stephen Clark, Trina Darakjy, Sonsoles de Lacalle, Colleen Delaney, Erich Fleming, Blake Gillespie, Andrea Grove, Philip Hampton, Alison Harris, Jacob Jenkins, Kimmy Kee Rose, Vandana Kohli, Lynette Landry, Jennie Luna (for Jose Alamillo), Marianne McGrath, Michael Soltys, Bryan Swig, Greg Wood

**I. Information Items**

*Lecturer Coffee Klatch:* This topic will be discussed at a future Chairs Meeting.

**II. Discussion Items**

*New FTES:* Dean Kohli announced that there would be a change in the School's FTES and SFR targets for Spring 2023. In Fall 2022, the School's FTES target was 4444 and the SFR was 20.5. However, in comparison, the achieved FTES was 3939 and the achieved SFR was 19.1. The Provost's Office has made a change to the School's FTES target of 3741 and SFR target of 22.5. Further, there will be a reduction in WTU allocations to the School. Dean Kohli noted that those departments who met or exceeded their targets in Fall 2022 will have their FTES targets for Spring 2023 reduced by a smaller percentage compared to those who did not meet their Fall 2022 FTES targets. Dean Kohli will release the adjusted FTES targets to departments.

Keeping this information in mind, Chairs are requested to build a schedule that will help students make the most efficient progress to degree completion and maintain classes at maximum enrollments. Course schedule should prioritize timely degree progression of students based on 2-year and 4-year roadmaps. The following schedule building priorities are advised. When distributing allocated program WTUs:

1. Schedule work for all tenure track faculty such that that total direct instruction equals 24 WTU for AY 22-23
2. Next, schedule three-year, full-time lecturers for 30 WTU for the AY

Chairs requested clear guidance on how to manage low enrollment caps in Learning Communities. Many Learning Communities are scheduled with corequisites which prevent students who are not in the LC from enrolling, thereby keeping these classes very small. Dean Kohli indicated that the Provost is reviewing LC and these associated resource implications. Some Chairs asked if assigning courses to cluster hire faculty would take precedence over NTTF faculty. Dean Kohli announced that Faculty Coordinator R. Baker will call a meeting with all Chairs who have a cluster hire faculty assigned to their program to clarify roles and duties. Dean Kohli asked that Chairs and faculty help to ensure that the cluster hire faculty feel included and belong in their respective programs.

Overall, the Chairs expressed grave concern about the implications of declining enrollments on the future of CI.

*CSU Online:* AD Hampton noted that Registrar Colleen Forest is looking into whether the CSUCI enrollment deadline can be moved to allow other CSU campus students to enroll in CSUCI Online. Chairs requested CSU Online enrollment data. Dean Kohli asked the AD to report back about how the CSU Fully Online classes are advertised. Dean Kohli reinforced her support for offering online classes that meet student learning outcomes.

*Provost's Reorganization Memo:* Dean Kohli requested feedback as to the mood of faculty and what assistance the Chairs might require navigating the current climate and achieving departmental priorities. Chairs acknowledged that there was a low morale among faculty, and that faculty feel overburdened. An off-record discussion ensued.

*Reaccreditation:* Dean Kohli inquired about low faculty participation in reaccreditation committees because she heard from Vice Provost Lavariega Monforti that there was not a strong response to this request. Chairs noted that not everyone received this call to serve. They expressed the perception that these committees are looking for members to merely fill seats and not to provide authentic input on accreditation.

*Tenure Track Lines:* Dean Kohli noted that the School may receive less than 10 tenure track-lines and will forward information as it arrives.

### **III. Chairs' Items**

*Department funding for UNIV 392:* This topic will be discussed at the October 4 meeting.

Attendees agreed to extend the meeting to 10:35 a.m.