

Arts & Sciences Chairs Meeting Minutes

June 16, 2026 | 9:00-10:30 AM | Zoom

Attendees

Alison Harris, Trina Darakjy, Philip Hampton, Luis Sanchez, Sonsoles de Lacalle, Heather Castillo, Jacob Jenkins, Dana Lee Baker, Mary Adler, Erich Fleming, Blake Gillespie, Javier Gonzalez, Julia Ornelas-Higdon, Cameron Harris, Stacey Anderson, Kiki Patsch, Kimmy Kee-Rose, Lindsey Trimble O'Connor, and Neomie Congello

1. Meeting Minutes

Minutes from the May 19, 2026 meeting were approved as submitted.

2. Discussion Items

Campus Realignment

Dean Hampton led a discussion of the recent campus realignment, outlined on the [FAQ website](#). Academic advising, EOP advising, internships, and career development moved to DAA under the Vice Provost. The Registrar's Office moved under Academic Programs and Continuous Improvement. Extended University will oversee graduate studies and international programs. Chairs expressed concern about ensuring that stateside graduate programs remain academically controlled by faculty and departments. Dean Hampton clarified that oversight does not mean programs are becoming EU programs and acknowledged the need to keep stakeholders informed as the structure develops.

A&S Staffing Updates

Dean Hampton reviewed staffing changes and vacancies in Arts and Sciences. The ASC II position will be hired, with approximately .25 of the position supporting Nursing clinical affiliation agreements and the remainder supporting A&S. The ESRM IST position has been approved as an emergency hire. The Performing Arts technician position is being refilled. The vacant AAS position remains uncertain, and Dean Hampton is advocating to retain the line. Chairs noted concern about the cumulative impact of staff losses since Fall 2024.

Enrollment and Instructional Budget Updates

Incoming first-year numbers and confirmed intent to enroll are up, while transfer numbers remain down. Luis reported an 8% increase in new freshmen and an 8% decrease in new transfer students. Retention is approximately 4% higher term-to-term, and students are taking about a half-unit more, contributing to higher FTES. Summer FTES is up from last year, and fall enrollment is currently flat overall while A&S enrollment has increased. Luis will send chairs lists of courses currently below half of the Provost's low-enrollment guidelines so chairs can take proactive action before the July 17 review deadline.

Student-Centered Scheduling

Dean Hampton reviewed two ASCU student-centered scheduling recommendations that are moving forward. First, undergraduate programs will develop a two-year course rotation visible to students, supported by an Institutional Research dashboard and fall workshops for chairs. Second, beginning with the February 2027 schedule build, the campus will build Summer 2027,

Fall 2027, and Spring 2028 schedules in advance, without instructor names for Spring 2028. Chairs discussed the need for stable and partitioned instructional budgets to make these plans workable.

Summer Chair Compensation and Position Description

Summer chair compensation will use the same mechanism as the past two years, with amounts comparable to or slightly higher than last summer. The school is using approximately \$109,000 in total summer compensation from the Provost's Office. Chairs will receive individual compensation information. The listed number of days is a bookkeeping figure; chairs are not required to log specific days or times worked.

3. Chair Items

EU WTU Cap

Javier asked about the EU cap on extra WTU assignments. Dean Hampton explained that the previous semester-by-semester interpretation of the 125% rule limited extra teaching to 3.75 WTU per semester and created problems for four-unit courses. The interpretation has been rolled back to 7.5 WTU across two semesters. Dean Hampton will request a formal communication regarding this decision.

Reassigned Time and InfoReady Submissions

Stacey raised concerns about reassigned time submissions appearing without chair awareness. Dean Hampton will compile and share a table of InfoReady submissions with chairs. No school-level reassigned time reductions have been requested at this time, but Dean Hampton will verify budget figures and continue monitoring the issue.

Faculty Hiring

Chairs asked about the status of faculty hiring. Dean Hampton confirmed that no new A&S faculty searches have been approved at this time and that future searches are likely to be limited to accreditation-driven needs. He will continue advocating for earlier notification of tenure-track search opportunities.

Transfer Advising Sessions

Chairs shared significant frustration with transfer advising sessions, including inconsistent guidance, student no-shows, restrictions on group advising, and last-minute changes that create scheduling burdens during off-contract time. Dean Hampton acknowledged the concerns and will continue advocating with Enrollment Management for a more collaborative and efficient structure.

Faculty Communication and Slate

Chairs discussed restrictions on direct faculty communication with incoming students and the requirement that communication go through Slate. Concerns included delays, inability to send program-specific information, and Slate communication errors, including an incorrect GMAT requirement sent to graduate applicants. Dean Hampton acknowledged the rollout issues and will follow up on monitoring and accountability for Slate communications while advocating for more program-specific communication options.

Fall 2026 Convocation and Transition Items

Julia asked about the Fall 2026 President's Convocation date for department planning. Luis will verify the official date and time.

4. Informational Items

Low-Enrolled Course Timeline

The initial Dean's Office review deadline for low-enrolled courses is July 17. Luis will provide chairs with enrollment data before the deadline so they can work with the Dean's Office on needed changes.

5. Important Dates

Low-enrolled course initial review deadline: Friday, July 17, 2026

DAA Fall Kickoff: Wednesday, August 19, 2026, 8:30 AM - 3:00 PM

A&S Fall 2026 Welcome Back: Thursday, August 20, 2026, 9:00 AM - 11:00 AM

President's Convocation: Friday, August 21st 9-10:30 AM

Fall Open House (Campus Recruitment/Visit): Saturday, October 17th Time: TBD