Arts & Sciences Chairs Meeting Minutes

October 20, 2026 | 9:00-10:30 AM | Broome 2533

Attendees

Phil Hampton, Luis Sanchez, Trina Darakjy, Alison Harris, Ashley Garcia, Julia Ornelas-Higdon, Frank Barajas, Jason Miller, Jason Isaacs, Kiki Patsch, Andrea Grove, Liz King, Greg Wood, Blake Gillespie, Heather Castillo, Ruben Alarcon, Jaime Matera, Christy Teranishi-Martinez, Kim Vose, Sonsoles De Lacalle, Javier Gonzalez, Lindsey Trimble O'Connor

1. Meeting Minutes

Minutes from the September 22, 2026 meeting were approved.

2. Informational Items

A&S Newsletter

The next Arts & Sciences newsletter is in progress and includes submissions from faculty, staff, and students. The submission form remains open for additional content. Late submissions may be held for the following issue. The newsletter is intended to highlight work taking place across Arts & Sciences.

125% Instruction Rule for Full-Time Faculty

The 125% rule limits full-time faculty to additional work equal to 25% beyond their base assignment. For a 15-WTU assignment, this generally allows up to 3.75 additional WTU per semester, or 7.5 WTU annualized across fall and spring. Extended University teaching and grant-funded work count toward this limit. Extended University assignments do not satisfy stateside entitlement obligations. Summer is treated separately, and the exact summer WTU limit will be confirmed [Note of follow-up: AY faculty can work up to 13.25 WTU over the summer (grant funded work and teaching) while 12-month faculty can only work up to 2.65 WTU over the summer].

3. Discussion Items

Enrollment and Recruitment Updates

Spring 2027 transfer recruitment is below the prior year, with 472 new transfer applicants and 121 intents to enroll campus-wide. These figures represent declines of 18.5% and 14.8%, respectively, from Spring 2026. Chairs can filter the enrollment dashboard by major to help inform course planning. Most programs are seeing a decline in new transfer activity. Programs may develop welcome messaging for incoming students to be distributed through Slate, the university's enrollment communication platform. Departments were also reminded that credit for prior learning requires faculty review and course-level mapping. Dolphin Open House has been rescheduled to November 14, with academic programs hosting prospective students from 9:45-11:45 AM in a flexible open-house format. Chairs were encouraged to recruit faculty to staff major-specific sessions.

Two-Year Course Rotations Update

Two-year course rotations are due October 30. Elective offerings should be specific enough to help students understand when courses are likely to be available, including the use of alternating-year or elective-cluster plans when appropriate. Summer should be included as a meaningful part of the rotation and should be used strategically for bottleneck or degree-progression courses. The rotation is a planning tool rather than a contractual schedule, so departments may still adjust sections based on enrollment and instructional needs. Dean Hampton offered to have office hours with chairs/departments to assist them in the development of the Two-Year Course Rotations.

Dual Enrollment Update

Dual enrollment continues to expand across local school districts. The fall program includes three courses across two school districts, while spring planning includes eight courses across six school districts. If all planned spring offerings move forward, A&S is projected to generate approximately 27 annualized FTES. Scheduling, district approvals, and partnership agreements remain key challenges as the program expands. Dean Hampton thanked chairs for being willing to work with him on considering dual enrollment opportunities.

Nursing ADN/RN-BSN and MSN Stateside

Nursing faculty voted to move the ADN/RN-BSN and MSN programs from Extended University to stateside. At this point, only the ADN/RN-BSN program will move stateside for Spring 2027. The transition is expected to increase Arts & Sciences stateside FTES and shift affected teaching assignments into the stateside program. A concurrent enrollment pathway is also being developed allowing ADN students at partner community colleges to simultaneously complete a BSN at CSUCI. This program will also increase the School's FTES.

4. Chair Items

GD901 Hospitality/Travel

Hospitality funding was removed from the School's GD901 budget as part of broader budget reductions. Departments that lack foundation or other discretionary funding raised concerns about supporting student engagement and co-curricular events. The Dean's Office will work with departments to identify alternative funding sources when possible. A centrally supported Capstone Week is being scheduled to reduce repeated room setup costs, while allowing programs to hold separate events. Travel booked through Concur also includes booking fees per flight leg, which should be included in the expense report as a university-paid charge. These charges often appear a month or longer after the actual flight has been booked.

Mathematical Training

The program chair for Mathematics invited faculty across A&S to collaborate with mathematics and statistics faculty on how quantitative courses can best support students in their majors. The goal is to identify gaps and strengthen preparation in areas such as mathematics, statistics, and data science.

5. Important Dates

Division of Academic Affairs

- DAA Budget Presentation: Thursday, October 29, 2026, 12:00-1:00 PM

A&S Events

- Donuts with the Dean: Thursday, October 22, 2026, 11:30 AM-1:00 PM; SIE Lobby

Enrollment Events

- Dolphin Open House: Saturday, November 14, 2026; programs 9:45-11:45 AM
- Admitted Dolphin Day: Saturday, April 17, 2027

Important Deadlines

- Two-Year Course Rotations: Friday, October 30, 2026