



Arts & Sciences Chairs Meeting
January 31, 2023
9:00 – 10:30 am via Zoom
Meeting Agenda

In attendance: Sean Anderson, Stacey Anderson, Dana Baker, Raquel Baker, Geoff Buhl, Catherine Burriss, Trina Darakjy, Sonsoles de Lacalle, Colleen Delaney, Erich Fleming, Blake Gillespie, Andrea Grove, Philip Hampton, Alison Harris, Jason Isaacs (for Michael Soltys), Jacob Jenkins, Kimmy Kee Rose, Vandana Kohli, Lynette Landry, Jennie Luna, Marianne McGrath, Dan Reineman (for Sean Anderson), Bryan Swig

Absent: Rainer Buschmann, Stephen Clark, Greg Wood

I. Discussion Items

Summer: At the request of Dean Kohli, Chairs provided an update on department plans for the summer course schedule:

Program	Summer Schedule
Africana Studies	Will meet with Dean Kohli to discuss.
Anthropology	Plan to offer a section of medical that is in demand for Health Science students and will determine whether there is a demand for an upper division Category B class. Will consider offering service classes if Chairs think their students will want and need.
Art	Considering offering 4-5 courses (foundational lower division and upper division art history). It will be the first time the department has offered studio classes in a very long time during summer.
Biology	Offering a paired down version of previous terms (core courses, biology electives, upper division GE Category B, section of A&P).
Chemistry	Faculty are discussing offering Organic Chemistry and General Chemistry series.
Chicana/o Studies	Proposals are expected this week from faculty. Will most likely offer a lower division and elective upper division courses.
Communication	Will offer 5% of the yearlong schedule, courses that meet the needs of students and scheduled following Right-to-Work guidelines.

Computer Science & Mechatronics Engineering	Faculty still need to meet to discuss summer course offerings and hope to offer a new program, CS Supplementary Authorization, in summer.
English	Intention is to offer four sections of English.
ESRM	Faculty are still working out details for summer offerings.
Health Science	Faculty will meet this week and will most likely offer 4-5 classes that facilitate student graduation.
Mathematics	Faculty to discuss offering sections of high DFW courses (calculus, pre-calculus, bio statistics and elementary statistics) and maybe one additional GE course.
Nursing	Nursing will offer standard summer courses.
Performing Arts	Faculty will discuss offerings at Friday meeting.
Political Science & Global Studies	Offering sections of 150 in the 5-week term and may teach a section of 310 in the 10-week term.
Psychology	Plan to offer the same courses that have been offered in the past summer terms.
Sociology	Faculty will meet to discuss which classes are needed in the 10-week term.

Dean Kohli requested that Chairs provide summer session course proposals to her office by February 14 so the School's entire summer offering can be submitted to Extended University by February 15.

Hiring: Dean Kohli announced that the ESRM and Health Sciences "Request for Exemption to Hiring Chill" forms have been returned from Human Resources due to missing information. She requested that the forms be resubmitted with all fields completed as soon as possible.

Budget Workbook: Dean Kohli asked that Chairs, who had not replied to her January 25th message, respond to confirm that tenure track faculty are identified accurately and whether the department accepts the projected FTES or would like to change programmatic targets. She advised Chairs to factor approved TTF lines in their planning process. Once all Chairs provide feedback on the Budget Workbook, Dean Kohli will work with Provost Avila to acquire an increased FTES for the School. The approved targets will be released, and Chairs will be asked to confirm the data in the updated workbook is correct. With the approved WTUs, Chairs will begin creating the 2023-24 Schedule with AD Hampton

Chairs provided the following feedback regarding the Budget Workbook:

- If we need to cut more WTUs, we will not be able to admit as many students because core courses cannot be cut without reducing program enrollments or impacting on-time graduation.
- Concern expressed about the Fall schedule introducing course conflicts.
- Students require a core set of classes to complete their majors and they ultimately deserve and want choices.
- The WTU allocation is complicated because some programs are dependent on specialty lecturers, and most are part time and either on semester or one-year contracts.
- The workbook details a disproportionate 18% decrease in a program's instructional resources in the face of an 11% enrollment decline.
- Question raised about the accuracy of the workbook formula when calculating forward and backward.
- Budget will result in layoffs.

Provost Avila will be invited to the February 7 Chairs Meeting to hear the reduced WTUs' impact.