



School Of
**ARTS &
SCIENCES**
C H A N N E L
I S L A N D S

**Arts & Sciences Chairs Meeting
December 6, 2022
9:00 – 10:30 AM via Zoom
Meeting Minutes**

In attendance: Mary Adler, Jose Alamillo, Sean Anderson, Dana Baker, Raquel Baker, Geoff Buhl, Catherine Burriss, Rainer Buschmann, Stephen Clark, Trina Darakjy, Erich Fleming, Blake Gillespie, Andrea Grove, Philip Hampton, Alison Harris, Jacob Jenkins, Kimmy Kee Rose, Vandana Kohli, Lynette Landry, Marianne McGrath, Michael Soltys, Bryan Swig

Absent: Sonsoles de Lacalle, Colleen Delaney, Greg Wood

I. Meeting Minutes

Meeting minutes for November 15 were approved.

II. Information Items

Facilities Update: LSO Swig provided the following updates:

- A scheduled SCE power outage will take effect Friday evening (12/9) through Saturday morning (12/10). During this period, Facilities will power the campus on the backup generator. Facilities will send a campus-wide notification to announce the outage.
- Electricians are working to repair lights in parking lots SH2 and A10.
- HVAC units are being installed in Modoc Hall 110 and 160.

Lab Hazard Assessment for Spring: LSO Swig noted that Lab Hazard Assessments are required for all laboratory activities not assessed during the Fall semester.

Resource Guide: MAR Darakjy announced that the Resource Guide is available on the A&S webpage and asked that a link to the Resource Guide be shared with faculty.

Budget estimates for GD901 - General Fund: MAR Darakjy asked Chairs to submit departmental operating budget estimates by December 9.

III. Discussion Items

Video Streaming: Dean Kohli and Chair Adler will meet with Dean Virtue on December 16 to present faculty concerns regarding the library's inability to offer streaming media services due to copyright restrictions.

Schedule and enrollment update: Chairs provided the following enrollment updates:

- The hold policy may be a factor in low enrollments.
- Some programs saw an increase in enrollments after the transfer student orientation, but numbers remain concerning.
- Students are not enrolling in major requirement classes.
- Some Chairs have lifted cohort-based requirements.
- Some Chairs are reaching out to students to determine the reasons for non-enrollment.

Dean Kohli noted the enrollment projections are concerning. She suggested that Chairs consider where departments can generate growth.

III. Chairs' Item

Cross-listed courses: Topic will be addressed at the January 24 meeting.