

Arts & Sciences Chairs Meeting
Tuesday, August 31, 2021
Zoom Meeting
Meeting Minutes

In attendance: Vandana Kohli, Phil Hampton, Liz King, Dana Baker, Stephen J. Clark, Frank Barajas, Andrea Grove, Geoffrey Buhl, Jose Alamillo, Gregory Wood, Sonsoles de Lacalle, Colleen Marie Delaney, Mary Adler, Christina Smith, Lynette Landry, Brian Thoms, Sean Anderson, Erich Fleming, Kimmy Kee-Rose, Blake Gillespie

Absent: none

I. Approval of Meeting Minutes

The meeting minutes from 8/23/21 were approved.

II. Information Items

Meeting Frequency

Moving forward the Chairs Council will meet biweekly. A tentative listing of dates for the Chairs Council Meetings will be September 14 & 28; October 12 & 26; November 9 & 23; December 7 & 14. The next Chairs Council meeting will be September 14.

III. Discussion Items

COVID Concerns

Chair Anderson indicated that GoCI is not registering students who have not completed COVID requirements. Chairs noted that students who had submitted vaccination records were being notified that they could not be on campus. If students have this situation, they should contact the Dean of Students office at 805-437-8512 or deanofstudents@csuci.edu, and the Dean of Students office can review the students file and update it.

Chair Landry noted that a student who was COVID positive was not listed on the GoCI app. Rooms impacted by COVID cases are listed on the Fall 2021 website:
<https://www.csuci.edu/news/campus-updates/fall-2021/covid-cases.htm>.

Chair Adler commented that the messaging, “No news means good news means,” carries with it the need for confidence that processes and communication are working.

Chairs noted that room information and dates in some COVID reports have had some errors but that the campus is working on ensuring accuracy.

Dean Kohli stated that Chairs should empower their faculty to move their classes on-line temporarily if they have health concerns.

Chair King expressed concern that the campus had not provided a listing of rooms where air filters had been upgraded. Such a list was promised at one of the campus townhalls. Academic Senate Chair Wood indicated that he would take this issue as a Call for Questions to the Academic Senate. He stated that he had seen such a list being provided.

Academic Senate Chair Wood noted that there is a “cross-divisional communication” group that meets weekly. Academic Senate Vice-Chair Miller serves on this group.

Quiet Study Rooms for Students

Three rooms (below) have been identified for students to use as study spaces. Students will need to scan a QR code and complete a brief survey prior to using these rooms. This system is designed to facilitate contact tracing.

BELL TOWER 1372
Facility Type: Computer Lab
Hours available: Monday – Friday 8 AM to 5 PM

BELL TOWER 1621
Facility Type: Small Seminar Room
Hours available: Monday – Friday 8 AM to 9 PM

Del Norte 3526
Facility Type: Large Seminar Room
Hours available: Monday – Friday 8AM to 9 PM

Tenure-Track Faculty Searches

Dean Kohli asked that the next Chairs Council meeting be focused on the tenure-track faculty searches and examining the processes outlined in the *Best Practices of Equity-minded TT Faculty Recruitment* document.

Chair Position Description

Chair Buhl expressed concern about how the Chair Position Description was apparently adopted by the campus without adequate shared governance. Chairs broadly expressed concern regarding how they were not able to provide input and that there was not an opportunity for revision of the document. Chair Buhl stated that he believed the Chair Position Description should be reviewed by the Faculty Affairs Committee and that reassigned time/ Chair compensation should be tied to the position description. Dean Kohli expressed her commitment to providing additional reassigned time for Chairs and stated that she would not be evaluating the current Chairs based on this new position description.

Spring Schedule

There has not yet been a call for the Spring 2022 schedule, but the schedule is anticipated to be due in early October.

Events Guidance

Chair Landry expressed concern about planning for on-campus events with external attendees. An internal event guidance document is available on the Fall 2021 campus updates website: <https://www.csuci.edu/news/campus-updates/fall-2021/documents/covid-internal-event-guidance-campus-protocols.pdf>