

Arts & Sciences Chairs Meeting
Tuesday, September 22, 2020
9:00-10:30 am, via Zoom
Minutes

In attendance: Vandana Kohli, Phil Hampton, Chanda Cunningham-Spence, Stephanie Guerrero, Mary Adler, Liz King, Christina Smith, Frank Barajas, Sean Anderson, Kimmy Kee-Rose, Antonio Jiménez Jiménez, Andrea Grove, Geoff Buhl, Erich Fleming, Dana Baker, Colleen Delaney, Jose Alamillo

Also in attendance: Greg Wood (Physics Coordinator)

Absent: Michael Soltys, Lynette Landry, Sonsoles de Lacalle

I. Approval of Meeting Minutes

Meeting minutes approved from September 1, 2020.

II. Chairs' Items

Development of Managers among the Historically Underrepresented

Chair Barajas asked his fellow Chairs to reflect on the leadership in their own departments and to consider how they may encourage faculty of color to assume a leadership role such as Chair. Barajas shared that many faculty (especially those of color) may not be aware of the Chair role as providing a gateway opportunity for further leadership roles in academia. Other Chairs agreed that faculty are often only aware of the more difficult aspects of the Chair role, such as managing budget and schedules, and instead should be more aware of the future opportunities that may present themselves for having served in a leadership role. Chairs also spoke to the benefits that both female students and students of color experience when seeing the historically underrepresented in leadership positions on campus.

Several other ideas emerged from the conversation including how to increase interest in the Chairs' role, and how to plan for succession. Dean Kohli agreed that a succession plan has been beneficial in allowing the incoming Chair to understand all aspects of the role and be best prepared to assume upon their term. Dean Kohli reminded Chairs that an informed faculty that understands department functions is beneficial for everyone so Chairs should use every opportunity to inspire leadership development. Chairs discussed how they may implement changes to their bylaws in order to be more equity-minded. A small taskforce comprised of Chairs Alamillo, Delaney, Buhl and Adler will be convening to begin work on crafting program bylaws from a more inclusive lens.

President Beck's Tenure-Track Cluster Hire Search

Regarding President Beck's "Racial Justice – A Commitment to Action" initiative, Chairs spoke to the importance of being intentional about both recruitment and retention of the three cluster hires. Chair Buhl shared that his previous work on the Advancing Faculty Diversity taskforce made apparent the need to focus on retention of faculty of color and women faculty, beyond initial recruitment. CI has not officially done a cluster hire, however, seven years ago the

Mathematics department hired two Latina mathematicians whose experience can be used as a resource moving forward.

Chairs asked whether it has been determined where these three faculty will be housed (both at department and school level). Speaking from his role as Academic Senate Chair, Wood shared that President Beck has expressed flexibility in where these faculty will be placed, and will be relying on faculty input/governance under the leadership of Dr. Adams to make these determinations. Chairs shared their belief that a 3-person cluster hire in *one* area or department will go a long way in the retention of all three faculty hires. A concern was raised about succession in leadership: if all three are hired as full Professors, for example, their program/department may be at risk of faculty retiring early as a result.

Virtual Evaluations: 1) synchronous (e.g. Zoom session); 2) totally asynchronous

Chair Anderson asked how his colleagues are handling virtual evaluations and whether they have made any changes to their current process and/or evaluation templates. Physics Coordinator Wood shared that Senate Policy 14-14 has some sample materials for evaluating online courses, while Dean Kohli advised the group that shared governance must take place at the unit level if they are going to make any changes to the manner in which faculty are being evaluated.

Other Chairs spoke to the importance of being cognizant of those who have voluntarily taught online prior to COVID-19, in comparison to those who have less experience or training in virtual instruction. Dean Kohli reminded the Chairs Council that any minor modifications of existing classroom observation processes should first be discussed with and approved by faculty within the department.

Intellectual Property/Faculty Contributions to Teaching (when we have to make last minute changes)

Chair Anderson asked whether there is an agreed upon policy for handling the intellectual property of faculty course materials when they take formal leave and a replacement has to be arranged at the last minute. Chairs expressed hesitation at allowing faculty to use someone else's course materials, to which Academic Senate Chair Wood affirmed that every instructor owns their intellectual property. Chair Adler referenced the [Senate Policy](#) on intellectual property, which states: "Faculty own the copyrights resulting from normal faculty bargaining unit work. These works include (but are not limited to): scholarly paper, works of art, syllabi, course content (assignments, materials)".

An issue was raised about the recent faculty THRIVE training held over summer. Specifically, there was wording indicating that the course would be owned by the university. Physics Coordinator Wood stated that he would clarify this wording with the Teaching, Learning & Innovations (TLI) office to ensure that faculty intellectual property is protected.

Civility and Self-Care

In closing, Dean Kohli expressed gratitude for Chairs' work and asked that they continue to engage in intentional acts of self-care during these trying circumstances, and to extend that message on her behalf to the faculty in their programs. She asked that they talk with their

respective units about the increased need for civility in communication with colleagues, staff and students, as well as the need to be more conscious of power disparity within these dynamics.