



**Arts & Sciences Chairs Meeting  
Tuesday, September 28, 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, Kimmy Kee-Rose, Blake Gillespie, Erich Fleming

**I. Information Items**

*Eating in Class:* Chairs shared that CSUCI student government has requested that faculty tell their students that there should be no eating in class because of concerns regarding masks being off for prolonged periods of time. Chairs suggested that ASI request updated signage be posted in buildings with classrooms that indicate no eating or drinking in class.

**I. Discussion Items**

*Equity in Course Assignments:* This topic is a continuation of the discussion at the September 21 Chairs' Council meeting. Chairs discussed how there is not a policy regarding the assignment of on-line vs. face-to-face sections and that practices are up to the program. Dean Kohli encouraged programs to have equity plans for how on-line vs. in-person classes are assigned to faculty. She noted that programs might not all need such an equity plan, except in the case of Extended University course offerings. She encouraged programs to anticipate a need in the future for such equity plans even if they might not have a problem right now.

According to Senate Policy, any course can be taught on-line unless the program votes to restrict the modality of a course. Dean Kohli noted that accreditation restricts the extent to which a student can complete a major on-line. If more than 50% of a degree can be completed on-line, then additional accreditation approval is required. She encouraged Chairs to set-aside concerns about the 50% requirement for now since the campus is still in a "pandemic" situation; however, moving forward in 2023, programs will need to address this issue.

Dean Kohli emphasized that Chairs should create their schedules to maximize FTES by offering some mix of face-to-face and on-line classes. She indicated that additional resources would be provided to programs if there was an opportunity for them to capture additional FTES. She noted that the cost per FTES should be a concern as well as the student progression needs. She noted

that the Chancellor's Office will be requiring campus' to be within 5% of their target FTES by 2024.

*TT Faculty Searches:* This item was moved to later in the agenda

*Winter Intersession:* The Extended University Winter 2022 Intersession call for classes was discussed. Chairs indicated concern regarding not wanting to cannibalize Spring FTES. Dean Kohli encouraged Chairs to consider the criteria for offering courses that were outlined in the Winter 2022 Intersession memo. She offered to follow-up with Chairs if there were questions.

## **II. Chairs' Items**

*Supporting Faculty:* Chair Baker introduced concerns regarding how programs support faculty who are parenting or who have other caregiving obligations. Chairs noted that faculty of color with young children have been particularly impacted by the challenge of securing childcare, which has been challenging to arrange under COVID. Dean Kohli acknowledged faculty members' limited capacity to absorb stress and encouraged Chairs to be understanding of their faculty members and their needs.

*No Go List:* Chair Anderson noted how the numbers of students who were on the no-go list has decreased since the beginning of the semester and how no-go students are often the same group of students across multiple sections. Chairs also expressed concern that students have to log on to the MyCI portal and check a "corner of their screen" to determine whether they are on the No Go list.

Chairs expressed concern about the messaging (below) that has been recently distributed and how faculty are being asked to police students who are on the NPOC list:

*"Faculty and staff are expected to continue to monitor the NPOC status of students who attend in-person classes and to take reasonable steps to prevent these students from attending class and accessing University spaces, including the Library. Students with active NPOC status who are seen on campus should be asked to leave, and should be reported to the Dean of Students office."*

Chairs asked for clarification on what would be a "reasonable step" to take in these situations and it was noted that emailing the Dean of Students Office at [deanofstudents@csuci.edu](mailto:deanofstudents@csuci.edu) is a reasonable step. Dean Kohli indicated that she would take this issue up with the Provost.

Students will not be allowed to enroll in Spring 2022 without meeting vaccination requirements or submitting a waiver request.

*TT Faculty Searches:* Dean Kohli asked whether Chairs had any concerns about their searches or any questions. She encouraged programs to have back-up dates for interviews. Individual programs provided an update on where they were in the search process. Four programs indicated that they were reviewing applications and three programs indicated they would start reviewing

applications on October 1. Dean Kohli noted that she had had only one program request a meeting with her; such a meeting was included in the Best Practices of Equity-Minded Tenure-Track Recruitment document; she asked programs to review this document.