



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

Arts & Sciences Chairs Meeting February 18th 9:00 – 10:30 AM Meeting Agenda

- **Time Certain with Dr. Guerrero, Associate Vice President for High Impact Practices & Experiential Education and Dr. Klompien, Faculty Director of Learning Communities (9:00-9:10am)**
 - Learning Community Update
 - Dr. Klompien discussed the importance of learning communities at CI and their impact on all programs.
 - Concerns were raised about the impact of the time block on scheduling classes, particularly for larger classes and those with lab requirements. The possibility of building a one-unit course into an existing course was also discussed.
 - The meeting also touched on the issue of advising and the need for better communication between advising and the learning communities.
 - The conversation ended with a discussion on the potential changes to the time block and the need for more support in terms of scheduling for different majors.
 - The team discussed the challenges of creating learning communities for majors with varying sizes, suggesting that solutions should be tailored to each major. The team also considered the benefits of incorporating peer mentors in first-year math courses.
 - Waivers are an option if a class needs a different schedule

- **Time Certain with Dr. Hyunsook Youn, Assistant Professor (9:15-9:25am)**
 - Faculty Development Activities

- Hyunsuk Yoon, from the Communication Department, introduced herself and explained that she is serving as the principal learning fellow for faculty development.
 - She will be reaching out individually to each chair and connect with them
- **Meeting Minutes:**
 - Chair's Meeting Minutes 02-04-25
 - Approved
- **Information Items**
 - DAA Workshop on Supporting Undocumented Students
 - 2/19 at 10-11am in Sierra Hall
 - The 2025 Homecoming Planning Committee is looking for a faculty representative. Please contact Ariana Robles if interested
 - Room and Event Requests
 - Please provide more notice when creating a room reservation.
 - Classroom Decommissioning
 - Trina Darakjy discussed the classroom decommissioning plans due to the opening of Gateway in the fall. She presented a list of rooms identified by staff for potential decommissioning or refurbishment, with Bell Tower being cited as the worst.
 - The group discussed the possibility of moving high-flex equipment to better locations and repurposing some rooms for other uses.
 - Classroom Webcams
 - The discussion covered the need for more webcams in classrooms, with the Dean's office offering to purchase webcams for faculty to check out for hybrid classes.
 - Second Baccalaureate
 - The team also touched on the topic of second baccalaureate programs, which are being piloted with support from the President.
 - Art Chair Marianne McGrath has been leading the program.
 - Facilities Update
 - Interim Dean Hampton will provide lab safety assessments.

- Call for Summer and Fall Schedules
 - Interim Phil Hampton discussed the recent receipt of the schedule building memo and instructional budget data.
 - The Chairs expressed concerns about inconsistencies and errors in the data, such as combined department targets and missing information for some programs.
 - Interim Phil Hampton is currently analyzing the data and plans to meet with Interim Provost to address these issues. He is committed to providing accurate instructional budget information to the department chairs as soon as possible but cannot give specific numbers or confirm if the budget will cover full-time lecturer entitlements at this time.
 - The discussion also touched on the necessity of providing options for diverse student populations and the potential implications of summer courses being folded into the academic year.
 - The meeting focused on the challenges of scheduling classes and assigning faculty to teach them, particularly in light of budget cuts and the need to prioritize face-to-face classes for incoming freshmen.
 - The group emphasized the importance of student-centered and faculty-centered scheduling, and the need to follow the collective bargaining agreement (CBA) when assigning classes.
 - There was also discussion about the need to collect data on faculty qualifications and interests in teaching specific courses.
- NFS Grant (H.I.S. Grant)
 - Call for reviewers

- **Chair's Items**

- **Discussion Items**

- Summer HIPs Call for Proposals

- The team discussed the Summer HIP program, which provides opportunities for students to engage in research. The program is set to be reinstated this summer, with minor tweaks to its structure. The team also discussed the possibility of limiting the number of faculty involved due to potential overwhelming response.
- Lastly, the team discussed the possibility of offering a lower division class to incoming transfers during the summer, which would allow them to start their upper division core in the fall. However, this would require changes to the enrollment process for admitted students.