

Arts & Sciences Chairs Meeting Minutes

April 21, 2026 | 9:00–10:30 AM | Broome 2533

Attendees

Philip Hampton, Luis Sanchez, Kimmy Kee-Rose, Blake Gillespie, Ruben Alarcon, Liz King, Javier Gonzalez, Jacob Jenkins, Jaime Matera, Cameron Harris, Stacey Anderson, Geoff Buhl, Julia Ornelas Higdon, Ashley Garcia, Alison Harris, Heather Castillo, Dana Baker, Kiki Patsch, Kim Vose, Trina Darakjy, Lindsey Trimble O'Connor, Neomie Congello, Jose Alamillo, Lydia Dixon (for Sonsoles De Lacalle)

1. Meeting Minutes

Minutes from the April 7, 2026 meeting were approved with minor edit.

2. Discussion Items

Associate Dean Search

Three candidates will interview April 30, May 5, and May 7. Chairs will meet with each candidate 11:00–11:45 AM. Student lunch recruitment and CV access to be coordinated. An open forum is planned for broader engagement.

Enrollment & Slate Messaging

Confirmed intent to enroll is 1% above last year. Faculty were thanked for Admitted Dolphin Day participation. Concerns were raised about accuracy in Slate messaging to graduate programs. Monica Ocampo will address this in an upcoming meeting.

Summer Enrollment & Compensation

Low enrollment thresholds (14 for upper division, 18 for lower division) remain. Waivers for Sessions A & C are due May 1. Faculty pay decreases 5% per student below 20; not applicable to S-factor courses. Compensation table to be shared. Chairs were asked to communicate this information to their faculty scheduled to teach summer courses.

Faculty Workload & Reassigned Time

Chairs were urged to update planners and submit reassigned time in InfoReady. Full-time NTTF require 15 units per semester. TT faculty annualized at 24 WTU of instructional/reassigned time. Overages from EU or grants capped at 3.75 WTU per semester due to the 125% rule.

Dual Enrollment

Programs will have the opportunity to have CI faculty teach at high schools through this program. Workload will count towards faculty entitlements. Faculty may need to be flexible and follow HS schedules. Chairs will receive a survey to identify interested faculty/courses.

End-of-Year Event Funding

Events tied to classes or honor societies are approved. Use of GD901 funds may be limited. Future goal is to consolidate poster sessions across departments to minimize costs.

3. Chair Items

Curriculum Policy Review

Chairs discussed Academic Senate policies presented by APPC that are in development regarding curriculum. Policies are under revision following Senate feedback.

4. Informational Items

Budget Presentations

- [Division of Academic Affairs AY25-26 Q2 04142026](#) (Slides)
- [Student Affairs & Enrollment Management: April 20 at 1 p.m.](#)
- [University Advancement: April 27 at Noon](#)
- [Office of the President: April 29 at Noon](#)
- [Business & Financial Affairs: April 30 at 1 p.m.](#)

Summer Low Enrolled Waiver Deadlines

- May 1 – Sessions A & C
- May 8 – Session B

5. Important Dates

- STEAM Carnival – Saturday, May 9, 2026
- Honors Convocation – Friday, May 15, 2026
- Commencement – Saturday, May 23, 2026