

## **Arts & Sciences Chairs Meeting Minutes**

**February 24, 2026 | 9:00–10:30 AM | Broome 2533 (Handel Evans Conference Room)**

**Attendees:** Phil Hampton, Trina Darakjy, Alison Harris, Ashley Garcia, Liz King, Geoff Buhl, Mary Adler, Ruben Alarcón, Julia Ornelas-Higdon, Stacey Anderson, Neomie Congello, Javier Gonzalez, Jacob Jenkins, Heather Castillo, Greg Wood, Jose Alamillo, Georgina Guzmán, Jaime Matera, Kiki Patsch, Dana Baker, Cameron Harris, Lindsay O'Connor, Sonsoles De Lacalle

### **1. Time Certain**

**Campus to Career (Faculty Internship Program):** Christopher Acosta provided an overview of “Campus to Career,” emphasizing expansion of internship opportunities and support for faculty-program partnerships to strengthen experiential learning. Spring workshops were highlighted as a resource to help students identify transferable skills and improve résumés. Chairs were invited to connect with the program to explore paid internships and community partnerships.

**Digital Accessibility (ADA Title II):** Teaching & Learning Innovations discussed expectations for proactively designing accessible digital content. Chairs were encouraged to prioritize accessibility for actively used materials and use available tools to identify and remediate issues. The presenters noted upcoming federal compliance deadlines tied to the DOJ Title II rule and WCAG 2.1 Level AA requirements. [Title II & Teaching Best Practices Website](#)

### **2. Meeting Minutes**

Minutes from the February 13, 2026 meeting were deferred to the next meeting.

### **3. Discussion Items**

**Associate Dean Search:** The Associate Dean search process is underway, with the position description posted internally within the CSU system. Chairs were encouraged to share the call for search committee participation and identify strong candidates.

**AY 2026–27 Instructional Budget and Schedule Building:** The Dean’s Office shared a preliminary analysis of the instructional budget for the upcoming academic year. Dean Hampton indicated that he had received this information late the previous day and that he had provided the Provost with an instructional budget request that kept instructional resources flat and added additional resources for high seat occupancy (90% fill rate or over). Chairs emphasized that prior-year reductions have already limited course availability and urged that instruction remain the highest budget priority. The Dean requested impact examples to support advocacy for additional resources. It appears that the Dean’s pool is reduced, but there may be a way to meliorate the impact.

**Staffing Update:** The Dean's Office welcomed a new Administrative Support Coordinator II Ashley Garcia and noted that responsibilities are being redistributed following recent staffing changes. Chairs were advised to contact the Dean's office if unsure where to route requests during the transition. Updates to the "How Do I...?" contact guide will be made.

**Student Fee Allocations:** Chairs discussed the transition from course fees to pooled student success fee allocations and the timing of decisions. Departments noted that essential purchases for spring instruction are already underway and need alignment with final guidance. The Dean indicated that the budget advisory committee will be meeting later that day, and a recommendation on the allocations would be forthcoming.

**Enrollment Management and Planning:** Chairs discussed FTES targets and the tension between higher enrollment goals and limited teaching resources. Several chairs advocated offering sections based on anticipated demand and canceling low-enrolled sections as needed, rather than limiting offerings in advance. The Dean will consider this feedback in continued discussions with the Provost's Office.

#### **4. Chair Items**

**ADA Accommodations for Events:** Chairs discussed the cost and process for providing ADA accommodations for public events and expressed concern about costs being charged to departments. The Dean reported that the issue has been elevated to campus administration. Chairs requested clearer, centralized guidance and funding support.

**Important Dates:** - NTF Brown Bag – Thursday, February 26, 2026, 12:00–1:00 PM  
(Madera 2381)

- NTF Evaluations – Chair/Program Committee Reviews Due Friday, February 27, 2026
- Faculty Advisor Training – Friday, March 6, 2026, 9:00–11:00 AM
- Admitted Dolphin Day – Saturday, April 18, 2026
- STEAM Carnival – Saturday, May 9, 2026
- Fall 2026 Semester Begins – Monday, August 24, 2026
- Fall 2026 Finals Week – Begins Monday, December 7, 2026