



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

**Arts & Sciences Chairs Meeting
November 14, 2023
9:00 – 10:30 AM
J. Handel Evans Conference Room
Meeting Notes**

Attendees: Stacey Anderson, Raquel Baker, Geoff Buhl, Rainer Buschman, Stephen Clark, Trina Darakjy, LaSonya Davis, Erich Fleming, Sonsoles de Lacalle, Blake Gillespie, Phil Hampton, Jacob Jenkins, Vandana Kohli, Jennie Luna, Marianne McGrath, Lindsey O'Connor, Kiki Patsch, Bryan Swig, Brian Thoms

Absent: Dana Baker, Heather Castillo, Colleen Delaney, Alison Harris, Greg Wood

I. Meeting Minutes:

Minutes for October 31 meetings were approved.

II. Information Items

Facilities update: LSO Swig provided the following facility updates:

- Skunks have been reported in Madera Hall and Manzanita Hall.
- Efforts are underway to rid Topanga Hall of a mice infestation.
- The Teamsters are on strike today.
- Events with more than two adjacent pop-up tents will require a Fire Marshall inspection. The inspection may cost between \$150-500 and must be scheduled approximately two months before an event. Inspections are not required when pop-up tents are set up 3 feet from one another.

November 16 Alumni Panel: AD Hampton announced that the School will host an Alumni Panel on Thursday, November 16 from 12 – 1 pm in the Petit Salon. He invited Chairs to attend the event.

Budget Advisory Committee Update: Dean Kohli noted that Chairs Buhl and McGrath, and IST Max Seligman attended the first Budget Advisory Meeting. Meeting attendees reviewed the School's revenue streams and identified areas of misalignment in operating

budgets. The group also identified potential areas of strategic support initiatives for the School.

III. Discussion Items

Student Accomplishments: Dean Kohli requested that Chairs and faculty share all student accomplishments with her office. She noted that current and potential donors appreciate learning about student activities.

TT (Tenure Track) Search Update: Dean Kohli asked for and received the following update on the TT searches:

- **ESRM:** Chair Patsch reported that the position has received twenty-two applications, and the DSC is meeting with Dean Kohli on November 17. The DSC intends to review the applications after Thanksgiving and begin interviewing candidates in the second week of December.
- **Computer Science/IT/Mechatronics Engineering:** Chair Thoms noted that the DSC selected an equity advocate and will begin drafting the position description soon.
- **Health Science:** Chair de Lacalle announced that the recruitment ads have been placed and the DSC still needs to meet the Dean.
- **Global Lang:** Chair Clarke reported that candidate interviews are tentatively scheduled for December, and the DSC looks forward to scheduling campus interviews in February.
- **NAIS, AAPI:** Dr. Luna announced that both search committees have been formed, and the position descriptions are drafted and not posted. She noted that the two committees plan to review applications in January and interview on campus in February.
- **Nursing:** Chair Davis indicated that there is one application in progress for the open position.

IV. Chairs' Items

Enrollment Holds: Chair Buhl noted that the current enrollment holds may impact Spring 2024 registrations.

Research and Sponsored Programs: Chairs Patsch and O'Conner expressed concern about the departure of the Director of Research and Sponsored Programs. Dean Kohli noted that she would discuss the matter with Provost Avila.