

# College of Arts & Sciences Chairs' Meeting Minutes

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March 2, 2011

## **Guest, Jack Croxton to discuss Student Research and Creativity Expo**

Professor Croxton attended this meeting to help get the word out about this year's Student Research and Creativity Exposition. The thirteenth annual expo will be held on *April 28, 2011, from 1:00 p.m. to 7:00 p.m.*, you'll note the change in hours from the past. Please spread the word in your departments that the deadline to submit applications is **Wednesday, March 23<sup>rd</sup>**. The details and application can be found on the OSCAR homepage <http://www.fredonia.edu/oscar/expo.asp>. Jack also elaborated on the purchase of a new/additional poster maker in the Media Center which is now available for students to use. This year's keynote speaker will be Fredonia Alum, Matthew Hurtgen. His talk will take place at 4:15 p.m. in S104 of the Williams Center on the day of the expo.

## **Department Quick Update**

This feature of the chairs meeting was abbreviated due to the lengthy discussions to follow, but included the following announcements: There is a migrant community photo exhibit which opens March 4 with guest authors (MLL); Look for information during the week of March 7<sup>th</sup> regarding  $\pi$  day,  $\pi$  school prom (Math); March 3 hosted Professor Mark Gelber (Ben-Gurion U, Israel) who delivered a lecture titled "Stefan Zweig's Contribution to World Literature." (Eng); Judith Olson Gregory - Meet the artist at the Opening Reception, Friday, March 4 from 7 to 9 p.m. Art Gallery Lobby, Rockefeller Arts Center (VANM); tickets are still available for "The Venetian Twins" this coming weekend (Thea); also this weekend is the College Symphony at 8:00 p.m. on Saturday.

## **Spring 2012 Course Schedule – NOW is the time to propose new courses to be offered for the first time in 2012.**

This is just a reminder for chairs and it's a matter of getting used to a new schedule. A concern was raised regarding the timing of this action as there is also a due date for degree applications at the same time. Chairs were made aware that Scott Saunders has offered his assistance wherever he can. Some feel that the early schedule is not necessary or efficient in its present process. Dean Kijinski offered to speak to Mr. Saunders about what could be done to make this process easier.

## **Help Desk Issues**

A discussion ensued regarding recent wait time for Help Desk related issues. Some of these issues, chairs feel, are mission critical and could be accomplished without contacting IT. This raised the question, could the Fredquest be waived in some cases? Could limited authorization be given to chairs or deans? Dean Kijinski will share these concerns with the IT Director.

## **Conversations in the Discipline**

Professor Loughlin discussed with the group a campus wide event scheduled for the end of February 2012. He asked for suggestions from all disciplines for keynote speakers on the issue of 'water' be sent to him before spring break. He is also looking for proposals. The deadline to submit is April 1st

## **Assistant Dean Update**

Dr. Johnston-Robledo reported on her progress with departmental assessment issues. She has invited the Campus Assessment Coordinator, Jaclyn Swansinger, and the Assistant Director of Institutional Research, Marissa Cope to the April Chairs meeting to speak about resources, templates, guidelines and expectations

## **Old Business**

Dean Kijinski was reminded to follow up with the union official on the assessment of adjunct instructors.

## **Course Proposals**

Theatre & Dance submitted 3 minor program changes and a new course proposal which were reviewed and approved for the Academic Affairs Committee. Visual Arts & New Media submitted 4 pre-requisite changes via course proposals which are designed to streamline and provide more flexibility to students; all were approved. English submitted 8 changes in their graduate level courses and they were presented by Dr. McCormick. These are assessment related and will begin to phase out MSED degree due to enrollment trends. All were approved for submission to Grad Council and PEC, as were their two undergrad course changes.

The School of Music submitted 7 course changes in their MUS and MUTY programs which consisted of title, pre-requisite, credit and restriction changes. All were reviewed and approved for the SOM. Math submitted two new course proposals and one pre-req/description change which were approved. Biology submitted four, reviewed and approved. There was one Exercise Science course approved and one PHED was removed from the review process. Modern Languages submitted 3 French course changes which were

reviewed and approved as well. There were eleven more courses that due to time constraints could not be reviewed and will be discussed next month.

### **The College of Arts and Sciences Vision, Mission, and Core Values**

Dean Kijinski distributed a draft of a proposed mission statement, vision statement and core values statement for the college. A lengthy discussion ensued regarding certain verbiage and what it means for potential new hires. Who should have input on this draft? Junior faculty and student input? The initial feedback from chairs was welcome. The Dean asked everyone to let this information gel for a while and the discussion will pick up again next month.