



To: All Arts and Sciences Faculty and Staff
From: John Kijinski, Dean of the College of Arts and Sciences
Subject: College of Arts & Sciences Newsletter
Date: October 1, 2010

Dear Arts and Sciences Faculty and Staff:

Roger Byrne, Ingrid Johnston-Robledo, and I will be posting a monthly update on issues facing the College of Arts and Sciences. We hope that this will be a useful way of keeping faculty and staff informed about what's going on at the administrative level in the College. We will post these updates on the A&S home page and alert you with an email when a new update is posted. We are also doing the same with the minutes from Arts and Sciences meetings.

COLLEGE STRUCTURE

I'm sure most of you know that Roger Byrne is the Associate Dean of the College (12 month appointment). He will be working with me and with chairs in the following areas: course scheduling, budget planning, coordination with the College of Education, program and curricular development, planning for the new science building, and grants. I'm also sure that most of you know that Ingrid Johnston-Robledo is the Assistant Dean of the College of Arts and Sciences (10 month appointment). She will focus her efforts on assessment within the College (which will include working with the CCC Committee). She will also work with Melinda Karnes on Interdisciplinary Programs, and she will handle issues that come to the College of Arts and Sciences office that involve students. Roger, Ingrid, and I have enjoyed working together, and we look forward to working, as a team, with departments and individuals in the College.

RECOMMENDATIONS FROM MIDDLE STATES

Although our accreditation has been reaffirmed by Middle States, we must address 4 recommendations that came out of our accreditation review. We will have to show that we have made progress on these 4 recommendations and document that progress through a monitoring report, due April 1, 2012. Within this report, we must document the following (I quote from the Statement of Accreditation Status):

- (1) further implementation of institutional effectiveness and student learning outcomes assessment plans. . . ;
- (2) steps taken to improve institutional support for assessment activities . . . ;
- (3) development of observable learning goals for general education, appropriate to institutional mission, and stated as outcomes as well as the implementation of a documented assessment process for general education . . . ; and
- (4) steps taken to implement uniform processes for the evaluation of adjunct and part-time faculty across programs

Addressing these recommendations will mean that most departments will have to do more work on assessment. In part, the recommendations listed here made me decide that the Assistant Dean of the College should have assessment as her special responsibility.

The University as a whole will also be hiring a new Assistant Director of Institutional Research, Planning, and Assessment. Thus, we are taking seriously, at several levels, Middle States' mandate that we improve institutional support for assessment.

GENERAL EDUCATION

As you note above, Middle States has mandated that we improve our assessment of general education. SUNY Central has also given us the opportunity to revisit the question of general education, and we will have to report to them soon about our plans for change. Many of you will be working with the CCC Committee as they perform a complete review of our general education program. As most of the courses in our CCC program are offered by Arts & Sciences departments, our faculty should play a key role in improving the general education program for our students. Under the lead of Dr. Horvath, several of us wrote a Department of Education grant proposal which, if funded, would give us new resources to we could dedicate to the process of improving general education.

MOVING TOWARD A NEW COLLEGE OF VISUAL AND PERFORMING ARTS

Dr. Horvath has called together a Visioning Committee to begin discussion of the structure of the new college (due to become a reality in fall of 2012) which will include the School of Music and the Department of Theatre and Dance, the Department of Visual Arts and New Media, and the Rockefeller Arts Center. The committee is made of the following: Bob Booth and Liz Lee (VANM); Tom Loughlin and Helen Myers (Theatre & Dance); Karl Boelter and Paula Holcomb (Music); Jefferson Westwood (RAC).

COLLECTING DATA

Roger Byrne has been collecting data on policies, procedures, and practices within the departments of the College. The report will draw together information on the following topics:

- Departmental governance policies and practice
- Compensated administrative service (apart from chair)—stipend and course release
- Instructional workload for tenured/tenure track faculty
- Advising responsibilities
- Use and evaluation of adjuncts
- Procedures and policies for annual reappointment
- Procedures and policies for tenure and promotion to associate professor
- Procedures and policies for promotion to full professor
- Procedures and policies for recommending DSI

Ingrid Johnston-Robledo is collecting information on how assessment is approached in each department.

We'll place the data that Roger and Ingrid collect on the A&S web site. This information should be useful in helping us to work on improvement of policies and procedures across the College.