

College of Arts & Sciences Chairs' Meeting Minutes

September 1, 2010

1. Guest – Randy Gadikian – Using 21st Century Scholarly Resources
 - a. The Library Director, Randy Gadikian, elaborated on the many resources and new options that Reed Library has to offer this semester, specifically the E-Brary, which is a collection of 2000 books that may be downloaded by faculty and students.
2. Guest - Robert Fritzingler – Opportunities for Faculty & Students at the Technology Incubator
 - a. Bob Fritzingler spoke about the Technology Incubator and its current tenants. He encourages everyone to come down and take a tour of the facility. There will also be opportunities for internships in the future with Fredonia students. He will forward his power point presentation to the group electronically in the future.
3. Guest – Sherri Mason - Environmental Studies Electronic Forms (emailed with the agenda)
 - a. Professor Mason described a proposed program for a Environmental Studies Major. This would be in addition to the Environmental Sciences Major. She hopes to have this proposal approved through University Senate this fall and implemented in the Fall 2011.
 - b. Chairs were asked to provide their feedback on this proposal directly with Dean Kijinski, who will dialogue with Sherri Mason.
4. Welcome New Chairs
 - a. Beez Schell – Sport Management and Exercise Science
 - b. Joseph Straight – Mathematical Sciences
 - c. Thomas Loughlin – Theatre and Dance
 - d. Reneta Barneva – Computer & Information Sciences
5. Ted Schwalbe – CIEE Faculty Development Seminars
 - a. Handout provided here, please share with all faculty

An optimist laughs to forget; a pessimist forgets to laugh.

- b. Please take note of the approaching deadline.
 - c. Ted also handed out a flyer regarding a conference on October 15, 2010, sponsored by the Fulbright Association. He will also forward that by e-mail.
6. Recommendation Needed for Library Advisory Committee
- a. The Library Advisory Committee meets twice a semester for about one hour in the Director's Conference Room to discuss library materials and recommendations for improvements.
 - b. Current members are Darryl Coleman, Dawn Eckenrode, Katie Sacco, Rhea Simmons, Ted Steinberg, Paul Holmes, Michael Markham and the student rep is Gregory Kuhn. The member on leave is Jonathan Titus. Randy Gadikian is the Chair of this committee.
 - c. Chairs should send their recommendations to Dean Kijinski via email, and copy in the appropriate secretary (Tracy or Julie)
7. Chair Timeline
- a. This is reference document for chairs which complements the Academic Affairs Calendar.
 - b. The Chair's handbook was last revised in 2004 and will be revised in the near future.
8. Associate Dean and Assistant Dean Responsibilities
- a. Both Roger Byrne and Ingrid Johnston-Robledo addressed the chairs and indicated what their plans and responsibilities are for the college.
 - b. Secretarial Responsibilities
 - i. Tracy continues to support the Dean and Chairs of the former college of natural and social sciences
 - ii. Julie continues to support the Dean and the Chairs of the former college of arts and humanities.
9. Middle States Recommendations and Monitoring Report
- a. SUNY Fredonia's response to Middle States recommendations is due April 1, 2012.
10. Childhood Middle School Science Extension

- a. Dr. Byrne discussed a program proposal that together with the College of Education will define a new plan for science teachers of middle school age students.

II. Announcements

- a. Freshman/Transfer Deposits vs. Targets 2010 (handouts provided at meeting) – Dean Kijinski will be discussing these target numbers individually with chairs at standings.
- b. Health Professions Advisory Office – Informational.
- c. New Assistant Director of Institutional Research, Planning & Assessment
 - i. Dr. Byrne is chairing a search for the above-named title.
- d. September 27th – Chairs/Directors submit to Dean all learning or other goals to be assessed during the academic year.
- e. Amgen Scholars Program - <http://www.amgenscholars.com> – brochure available from Dean Kijinski. This is an excellent opportunity for UG summer research and should be explored.
- f. Dean Kijinski announced that Chairs will be provided periodic updates about news in the College of Arts & Sciences on the CAS webpage beginning in the near future.

12. Announcements from Departments?

- a. Discussion ensued regarding special department accounts where historical correspondence, documents and agreements, etc., could be kept. Especially crucial for chairs that are transitioning into a dept and those transitioning out. Dean Kijinski will look into the possibilities.

13. The next meeting has been scheduled for October 6 at 3 p.m. in the Horizon Room.