

CAS Faculty Meeting Minutes
Monday, March 26, 2018
Dogwood Room
3:34 pm to 5:00 p.m.

Proxies were held by / for

Laura McSweeney/Matt Kubasik
Edmond O'Connell/John Miecznikowski

There were 41 CAS Faculty members present.

1. Announcements from the Chair

The Meeting was called to order at 3:34 pm by the Chair, Prof. Marti LoMonoco.

Prof. LoMonoco mentioned that nominations are being accepted for two positions on the Arts and Sciences Planning Committee (Humanities & Social and Behavioral Sciences Representative) and for the Chair of the College Faculty. Nominations have already been received. Please let Prof. LoMonoco and Prof. Miecznikowski know if you would like to appear on the ballot for a position. The deadline for submitting a nomination is Tuesday, April 10th.

Jean Daniele sent out important reminders of upcoming dates and deadlines:

- Nomination letters for the 3rd Annual College of Arts and Sciences Distinguished Advising and Mentoring Award are due by Tuesday, April 3, by 4:30 p.m.
- Nomination letters for the 16th Annual College of Arts and Sciences Distinguished Teaching Award are due by Tuesday, April 3, by 4:30 p.m.
- College Faculty accomplishments are traditionally celebrated at the Final CAS Faculty meeting of the Academic year. This year, the final CAS Faculty meeting will happen on Tuesday, April 17th. As we have done in the past, scholarly and creative work, including books, articles, chapters, photos of exhibits, copies of reviews, CDs/DVDs, and so forth will be displayed. Please bring anything that has been published April 2017. Please hand-deliver your published books to the attention of Fran Yadre in CNS 100 by Wednesday, April 11. Please bring along with you all other scholarly and creative work the day of our celebration. There will be tables set up for display.

Prof. Shannon Harding and Prof. Carol Ann Davis announced that there will be Core Meet and Greets on Tuesday, April 3rd and Monday, April 9th from 4-6 pm in the Library room 107. Both events offer opportunities for faculty to discuss how their courses might be revised or formed into courses that meet the Writing Intensive, Social Justice, or Interdisciplinary requirements. Faculty will also have a chance to talk with those in other disciplines about teaching together, and the CAE will highlight opportunities for course design institutes this summer.

2. Approval of the February 2, 2018 meeting minutes

Patton/ Weiss. 21 in favor, 0 opposed and 14 abstained. The minutes from the February 2, 2018 meeting were approved as written.

3. Presentation from Athletic Director Paul Schlickmann

Prof. Tom Murray introduced Athletic Director Paul Schlickmann. Prof. Murray is an Associate Professor of Economics and is the Faculty Athletics Representative at Fairfield University. The goal of the Faculty Athletics Representative position is to promote the welfare of student athletes. Prof. Murray has worked with Paul Schlickmann on a number of initiatives since Paul arrived in September. Paul has asked to meet with all of the faculty members to share his vision.

Paul Schlickmann was named Athletic Director at Fairfield University in August 2017. His father is a graduate of Fairfield University. By way of his Dad, he was Jesuit educated his entire life. Paul received his B.A. degree from Trinity College where he played on the basketball team. He earned a Master of Science degree in Physical Education/Sport Management from Springfield College. Prior to arriving at Fairfield, he was the Director of Athletics at Central Connecticut State University for seven years. He also held senior level Athletic director positions at Stony Brook University and Yale University.

Paul is excited with the trajectory of the institution. He believes in developing his student athletes using a holistic approach. He wants students to be part of a premier and modern athletics program. He is a big believer of having athletics being part of campus life. He pointed out that there is a faculty mentor program where a faculty member can be an extra guide for the student athletes.

Prof. Rodrigues asked if there could be a greater effort for the athletes to have access to internships within the departments and major. She is the internship coordinator in the Dept. of Sociology and Anthropology. She would like to see athletes have the opportunity to participate in internships. Paul stated that he wants student athletes to have access to these internships and that everyone will need to be flexible in scheduling internships.

Prof. LoMonaco mentioned that it was difficult for student athletes to declare a major in the Department of Visual and Performing Arts. Paul mentioned that he will look into this matter and will mitigate if possible.

4. Research Minutes

Anita Fernandez:

I am a developmental geneticist, so my interest is in identifying genes that are important for animal development and then figuring out what those genes do. To do this we have to disrupt gene function and then study how the mutant animals are different from normal animals. From that we deduce the normal function of the gene. My students and I spend our time building animals that have the genetic defects we want and then studying them carefully to figure out what is wrong with them.

As might be clear from this description, I cannot do my work by studying human beings. Instead I use a model organism that is tractable for genetic analyses because it is small, cheap to raise, it easily lives and mates in captivity, and it has a big brood size and a small generation time. My animal of choice is the tiny nematode worm *C. elegans*, and it has been one of the premier model animals for genetic analyses for decades. Although these animals may look a lot different from human beings, we share many genes with *C. elegans* so understanding how these worm genes work helps us to understand human biology too.

Adam Rugg:

I am a 2nd year assistant professor in the Department of Communication, where I focus on media studies.

My research agenda focuses on the intersection of sports, media, and social issues. My most recently completed project was a critical look at how the NFL and sports media's response to the league's current crisis concerning the long-term health effects of playing football has been shaped by broader structures of masculinity and race within the sport. My next project that I am starting over the summer will examine the mediated representation of political activism in sports, such as the NFL player protests from last year or what we just saw last night where the players of the NBA teams the Sacramento Kings and the Boston Celtics were introduced wearing shirts that said "accountability we are one" on the front and "#StephonClark" on the back, referring to the incident in Sacramento on March 18th where a 22-year old unarmed black man was shot 20 times by police officers in his grandmothers backyard. My goal with this project is not just to examine the immediate coverage of recent protests and political activism by athletes, but to identify and explore the larger social and media structures that regulate sport as a

political space.

Aside from sports, I also focus on the social effects of emerging digital communication infrastructures, such as social media networks. This had led me recently into the study of the spread of misinformation on the Internet, from fake news to conspiracy theories and the like. I'm currently teaching a class I developed called "Misinformation in Digital Media" where students and I have been grappling with these issues.

5. Election of a Social and Behavioral Sciences Representative for the Distinguished Teaching and Mentoring Award Selection Committee

Prof. Gwen Alphonso was elected to serve a three-year term.

6. Overview of common academic practices for advising and procedures

Associate Dean Elizabeth Petrino and Assistant Deans Andrea Martinez and Saadia Rafiq presented an overview of common academic practices for advising and procedures.

Associate Dean Petrino gave a detailed summary of an advising workshop for the College of Arts and Sciences that took place on February 26th in the Kelley Center Presentation Room. The objective was to highlight the work the Faculty do in advising and mentoring students. Good advising—informed, sustained and frequent interactions with students—is key to retaining students and increasing their success in meeting their goals.

In the interest of connecting better with students, the first half of the workshop focused on a refresher on advising and offered a series of policy updates. For the second half of the workshop, a panel of faculty offered tips regarding best practices for advising. The panel of advisors consisted of four faculty who have been outstanding in their work with students. There was representation from each of the disciplines - Laura Nash from Humanities, Anita Fernandez from Natural Sciences and Mathematics, Sue Rakowitz from Social Sciences, and Anita Deeg-Carlin from International Studies.

One myth that Associate Dean Petrino wanted to dispel is that faculty, staff, program assistants, and students often are also acting as advisors. Associate Dean Petrino wanted to also present innovative methods of advising, managing workload, and engaging with students.

Associate Dean Petrino posed a few questions to keep in mind:

- What are our assumptions about advising? How can we create a "mentoring environment"?

- What do we want students to gain out of advising—select courses to register for or frame questions about their careers, ask big “meaning of life” questions?
- What are better methods for managing the workload of advising for overworked faculty?

Here are a few questions Dean Petrino asked the faculty panel to ponder:

- How do you define advising and mentoring? Describe your view of how these roles relate and differ.
- What different techniques, tools, or strategies do you use to engage students?
- How do you manage your advising workload? We would welcome hearing about any ways you have found or innovative models your Department uses to advise students.
- What suggestions do you have for using the advising session to help students frame questions regarding their future careers and become more responsible for their own decisions?

Most faculty on the panel felt that advising best took place in meetings with students. Many had an open door policy and talked about creating a safe environment for students to discuss important questions. The first meeting was critical for getting students to open up about their prospective plans and interests, which can drive their future majors. But then advisors need to follow up with future meetings, rather than taking a “one and done” attitude toward advising. The panelists commented that they all like to display an interest in students’ lives and make a connection that will allow them to stay in touch. One faculty member made an effort to show up to events on campus so students would see faculty as allies.

The faculty had many good points to offer about the means that they approach and organize meetings. Several noted that they used online tools to organize meetings – such as Google Docs or SimplyBook.me, free online appointment software. While most saw the advantages to group advising, they also felt that it was not as effective as one-on-one meetings with students and asking hard questions about their plans. While group advising may have value, one faculty member felt PINs should be held until students meet in a one-on-one advising meeting. Scheduling a fifteen-minute meeting should suffice. Students should be able to ask questions, and sometimes course scheduling is the least important issue. Ask students “How’re your courses going?” and especially with freshmen ask “How has your time at Fairfield been?” Find out if there is a particular problem.

The panel also discussed some of the best ways to engage students. One advisor reported asking questions about what students are interested in as a way to advise well and looking at the screen together when advising. Another talked about having a panel with majors and minors to give students the opportunity to network. LinkedIn workshops, which ACDC offers, can also be helpful for students who are

learning to contact alums and other former students. The panelists mentioned co-sponsoring events, such as the Alumni panels, with other departments, helps students see they ways they can look outside a narrow focus on one discipline and view other connections to minors and concentrations.

The panelists also discussed taking responsibility and discerning career paths with students. Advisors can help students be aware that they need to ask more questions about their choices of majors and courses. Asking students about their interests and their plans for the future. "How are you going to tell your story?" and finding out about students' interests was a refrain. Allowing students to see connections among their interests and other potential majors or minors is a key part of advising well. It's part of what allows students to think broadly.

In the sciences, such as Biology, it's important to advise students well and inform them about options other than the health professions. Anita Fernandez said, "they should worry less about what will look good for medical school and develop their own interests more." Simply put, asking students "What are your questions for the future?" will help them think about their future studies or career paths.

Assistant Deans Saadia Rafiq and Andrea Martinez went over a packet of information regarding Advising and Policies and Procedures. The best practices are always changing in Advising. They also discussed ways to reach out about students in distress. Starting in April 2018, pin numbers for student advising will be available in the Advising Portal in My.Fairfield.

Prof. Anna Lawrence asked about teaching students who have English as a second language. Is there any CAE training that would train faculty in how to teach ESL students better? If we accept the students, we need to offer services. Provost Siegel is aware of the concerns. It is an on-going issue that we are looking at.

Prof. Peter Bayers underscored the urgency that the Provost needs to be aware that resources need to be allocated for ESL students.

Dean Greenwald will mention this to the Provost when he next meets with her.

Prof. Shannon Harding stated that the Department of Psychology has one of the largest number of student majors. There are 260 declared majors in Psychology and students can go to any faculty member for advising. Prof. Harding stated that she has 40 student advisees. The rationale was to make the pins more accessible to faculty. The chair and the program coordinator still have access to the pin numbers.

Prof. Liz Hohl stated that resources have to be allocated to support the writing center.

Prof. Gwen Alphonoso asked about professional advising. There are 150 students registered for the pre-law society. She advises many students who have aspirations to attend law school.

Assistant Dean Martinez said that Faculty need to think more about how we disseminate information to students and think about student advising.

7. Remarks and Announcements from the Dean

The Dean was mindful of the time.

The College has hired four new tenure-track Faculty for the Fall 2018 term. Every Department hired their first choice. The new faculty are in the area of Film Studies, Physics, Spanish, and Communications. All of the newly hired Faculty are excited to join us at Fairfield University.

The College of Arts and Sciences put forward the largest budget in the last few years. The requested budget is eight percent higher than last year. So far, the Department budget requests look good. Requests for new faculty were data driven and the Department Chairs presented their line requests to each other. It was important for each department to see the needs from across the College.

The College of Arts and Sciences requested ten Visiting Assistant Professor and Professor of the Practice positions for the 2019 fiscal year. In addition, the College of Arts and Sciences requested eleven tenure-track line requests for the 2019 fiscal year.

For the last several years, the College of Arts and Sciences (CAS) has been neck and neck with the Dolan School of Business (DSB) with regards to student enrollment. In the 2017-2018 academic year, the Dolan School of Business had 39 more undergraduate students than the College of Arts and Sciences. Currently the College of Arts and Sciences has 1539 undergraduate students and 131 graduate students. There has been a decline in the number of graduate students enrolled in some programs. There has been a decline in the number of undergraduate students in certain majors. We need to do more work to reverse these changes.

We also need to do a better job to increase the undergraduate admission yields. The yield is currently 11 % yield in the College of Arts and Sciences. We need to do a better job to convince students to come here. This year, the Office of Admissions is being tasked to admit students in categories. The goal is to yield 450 students in CAS and 393 students in DSB. We want to obtain students who want to come to Fairfield University. Each Department has been asked to nominate a yield representative to answer questions from potential students. This person would need to answer an email or make a phone call to potential students. The Dean will

make personal phone calls to families in certain categories. We need to be involved in Admissions to have a good outcome.

Many incoming students are unsure about their major. These students feel if they are undeclared, they fail in some way. These students will be encouraged to explore possible majors.

We need to take advantage of social media going forward. If you have an event or a news item, please let the folks in Marketing know, as they can post it on Social Media. Events can be filmed as well. If you think an event should be filmed, please contact the Dean's office.

Prof. Peter Bayers asked if we have a Career After Fairfield panel on Admitted Students Day. The Dean thanked Prof. Bayers for his suggestion. He commented that one thing we do is to film events such as the Humanities Panel that happened in late March. The Dean stated that incoming students follow Instagram and not Facebook.

In addition, the Dean mentioned that a link has been placed that describes Undergraduate Research in the CAS Dean's Homepage.

Prof. Kathy Schwab asked if the panels are filmed, is there a way to make the films available to the students at the admitted student open houses. The Dean stated that the students want to hear about the value of the degree and what they can do with their degree at open houses.

Prof. Gayle Alberda mentioned that she sent videos and photos to Marketing and they were posted on Facebook and Instagram. The Dean commented that if you have exceptional students doing exceptional things, the students could take over the Instagram or Snapchat feed.

The College of Arts and Sciences will be creating a Strategic Plan. The goal is to have a strategic plan that lists the priorities of the College. With the help of the Directors of the Schools, the CAS Dean's Office developed a funding request deck. The Dean is meeting with donors to help raise money for the College of Arts and Sciences. The CAS will seek funding requests of high priority items. The strategic plan will involve students, faculty, alumni and trustees. Having a strategic plan will allow the Dean to measure successes in the College of Arts and Sciences.

The Dean announced that Dr. Don Gibson was recently named Dean of the O'Malley School of Business at Manhattan College.

Associate Dean Glenn Sauer announced that the Curriculum Innovation program received 19 proposals. The committee funded 11 proposals. New majors, new minors, new masters programs, and new certificate programs were funded in this cycle. There will be another call for proposals in the 2018-2019 academic year.

The Dean announced that he was able to free up funding for publication costs. A committee will be formed to select which faculty will receive these grants.

The Dean also announced that larger speaker funds will be available next year. The Dean encouraged faculty to bring in outside speakers to expose them to our students.

Faculty will be invited to an OP-Ed workshop. The time and location of this workshop will be announced.

The Dean also announced that an editor will be available to meet with faculty to help them write proposals to receive a contract to write a book. The editor will also help faculty write proposals to publish manuscripts.

8. Adjournment

Orlando/ Hohl.

Respectfully Submitted,

John R. Miecznikowski
Secretary of the College of Arts and Sciences