

CAS Dean's Council Meeting
Wednesday, April 4, 2018
Draft of Minutes

Attendees

Dr. Angela Biselli, Chair of the Department of Physics
Dr. Jocelyn Boryczka, Chair of the Department of Communication
Dr. David Crawford, Director of International Studies
Dr. Richard Greenwald, Dean of the College of Arts and Sciences
Dr. Dennis Keenan, Professor of Philosophy, On behalf of the Chair of the Philosophy Department
Dr. Janie Leatherman, Chair of Department of Politics
Ms. Andrea Martinez, CAS Assistant Dean
Dr. Eric Mielants, Chair of the Department of Sociology and Anthropology
Dr. Irene Mulvey, Chair of the Department of Mathematics
Dr. Kathryn Nantz, Chair of the Department of Economics
Dr. Laura Nash, Chair of the Department of Visual & Performing Arts & Co-Director of the Honors Program
Dr. Elizabeth Petrino, CAS Associate Dean
Dr. Shelley Phelan, Chair of the Department of Biology and Director of the School of Natural & Behavioral Sciences
Ms. Saadia Rafiq, CAS Assistant Dean
Dr. Glenn Sauer, CAS Associate Dean
Dr. Judy Primavera, Chair of the Department of Psychology
Dr. John Slotemaker, Chair of the Department of Religious Studies
Dr. Gary Weddle, Chair of the Department of Chemistry
Dr. Jiwei Xiao, Chair of the Department of Modern Languages and Literatures
Dr. Tommy Xie, Chair of the Department of English

Regrets

Dr. Peter Bayers, Director of American Studies
Dr. James Biardi, Director of Environmental Studies
Dr. David McFadden, Chair of the Department of History and Director of Russian, E. European and Central Asian Studies

Guests

Dr. Shannon Harding, Associate Professor of Psychology

Approval of February 14 and April 4 Minutes

The approval of the minutes for February 14, 2018 were postponed until the following meeting.

Core Update

- The new University Core passed on February 2018 and approved by the General Faculty.
- The Core is called the Magis Core Curriculum, which has two different tiers.
- The Orientation Tier is comprised of seven different courses
 - English
 - Religious Studies
 - Philosophy
 - History
 - Math
 - Modern Language
 - 1 additional course in either Mathematics or Modern/Classical Languages
- The Exploration Tier (8 courses) is comprised of courses in the Humanities, Natural Sciences, and the Social and Behavioral Sciences
- The Core will include signature elements with the following requirements:
 - Interdisciplinary Element (1 course)

- Writing Element (3 courses): 2 in the Core, plus 1 in the Core or Major
- Social Justice Element (3 courses): 1 introduction to SJ; 1 focusing on race studies intersecting with gender and class and 1 in the Core or Major.
- One of the courses at the second level could be completed in the core or in the major.
- The goal is to have the 15 courses ready for students in Fall 2019, which means the earliest group affected will be the class of 2023.
- Conversations are taken place around how the new core will impact the honors program.
- The Dean will be implementing a task force, comprised of himself, Shannon Harding, the Registrar, representation from institutional research, ACDC, Admissions and ITS. This group is scheduled to meet in May/June and again in the summer.
- A social was held with the Center for Academic Excellence to encourage course development.
- There was a call for nominations and applications to select coordinators; nominations are due April 17. Selected coordinators will receive a stipend and a course release. Submission should be directed to Professor Harding.
- The next social is scheduled for April 9 for course development.
- Once the coordinators are identified for social justice and the interdisciplinary element, the Magis Core can start to form a curriculum committee, inclusive of the Dean or a representative from the Dean's Office, the core director, and the selected coordinators.
- This curriculum committee will be charged with determining the courses that will count towards the Core, especially in regards to the signature elements.
- The committee will work with UCC to review the current approval process and learning outcomes from Natural and Social Sciences to determine whether to revisit or revise them in light of the new core.
- The approval process for courses offered outside of departments, for the signature elements, and the appeals process will be reviewed.
- Harding encouraged chairs to get involved with the launch of the new core by reaching out to faculty to apply for the coordinator roles, attend course design institutes for the signature elements, and identify courses that will count towards the new core.
- Dean Greenwald commented on a College specific core, stating it seems the students are deficient in cultural literacy, so how could this be reinforced.
- The Dean suggested having a conversation around Modern Languages and having a committee look at this and bring it back to the faculty.

Assessment Discussion

Earlier in the academic year the Dean shared an assessment template with CAS chairs, which will be used in reporting assessment. ITS is working on a portal for submission, where departments could frontload data so it is pre-loaded and essentially saved to capture activity. The document will include feedback forms for all yearly assessment cycles, which will go to the administrative office for review as well. The College will appoint an assessment mentor, who can help with the assessment plan. External reviews and departmental self-studies will resume and should be sustainable and logical.

NEASC will come back in two years to check on assessment progress, follow up in three years, and then five years after to make sure the process is running accordingly. The success of alum is important in collecting data and would be important and useful.

Faculty Mentoring

The Dean is meeting with all of the pre-tenured faculty for mentoring. Best practices and suggestions were discussed during these meetings, which included the following:

- Senior faculty meeting with junior faculty, sharing a verbal report on their progress
- Sub-committee, within the department, to help department chairs mentor pre-tenure faculty
- Important items to review are scholarship and service.
- Involve external members on the mentoring committee
- Some departments have by laws and certain structures, while others do not, so the consistency across all departments should be uniform.

- The faculty mentoring process is changing in more ways than one. An orientation will be held for the College as a whole to provide resources. The Dean's Office is the point person for sending out all communication and information.

Reports from Associate Deans

Associate Dean, Glenn Sauer, updated the council on the following:

- There were 19 applications for the CAS Curricular Innovation Grants, of which 11 were funded. The applications funded are below.
 - Major in Women, Gender and Sexuality Studies
 - Major in Behavioral Neuro-Science
 - Physics Revision and Rebrand
 - New major/minor in Digital Humanities
 - New major/minor Sports Media
 - New major/minor in the Master's Program for Statistics and Data Analysis from the Math Department
 - New minor in Economy and Society
 - New minor in Chinese Studies
 - A number of certificate programs including Spanish Translation and Interpretation
 - MPA tracks and certificates
 - Pre-health Post-Bac
- Faculty proposals not approved this year can always be resubmitted next year. The Dean's Office is working on developing a business model for each program. Some programs might not come to fruition, while others might take a couple of years. A rough draft of a timeline for developing the program is required for May 15.
- Sauer announced he is in charge of the Individual Design major and notified the council the major is now easily accessible to students with presence on Blackboard. It will also be featured at the Majors and Minors Fair to create awareness.
- Sauer is working on the Bannow issues, particularly with one of the labs.

Associate Dean Elizabeth Petrino reported on Strategic Planning.

- The committee members for Strategic Planning gave the College more value driven purpose and unified the faculty and staff behind a shared set of goals. The College does not have a sense of a larger design; therefore, the purpose of the committee would be to cultivate strategic priorities, especially around approaching donors. In an effort to move this initiative forward, Drs. Petrino and Michael Pagano attended a Conference in Boston, a strategic planning conference for colleges and universities where they were able to go over best practices and how to move forward.
- Petrino showed the council an image from the conference that proved time and effort spent in preparing the ground work regarding research and analysis of the institutional structure before implementing strategic initiatives is important. Strategic planning needs a lot of discussion and consultation of groups and stakeholders before writing a draft to really target the correct audience.
- The committee should focus on goals and what would be distinctive about the Fairfield University CAS experience. A strategy will be developed for limitation, a communication and action plan.
- The committee gathered models and samples from a variety of institutions of strategic plans. Their goal is to develop a swat assessment. A list of topics will be made for the swat analysis on a digital form and will be available to everyone in the College for comments and additions, which the hope of an outcome of 3 to 5 strategic goals on top of sub-goals.
- The Dean commented that the process will be more important than the product and a chance for the College to think through what it stands for and use it as a way to guide the College forward. Once the plan is intact, he hopes to write a yearly report to the President, the Provost and faculty measuring the outcomes.
- Petrino touched base on the Leadership and Ethics initiative, where she sent out two courses that would form part of a larger career development series within the College. It is similar, but different, from what DSB currently does for their students. The idea is to distinguish what the College does for career readiness for our students, with an emphasis on leadership and ethics to provide an alternative for students who need or want to take an additional internship but cannot under their requirements for the major.

- The seminar would be a companion course with the internship and is through the Liberal Arts. The purpose is to aid students by doubling down Arts and Sciences, rather than providing alternatives in terms of professional development. The goal is for the Associate and Assistant Deans, along with the Dean, to work on putting together a plan of action that would include first year experiences, workshops, internships, and seminars for students in the College.
- The Dean asked for input from the Council at the next meeting, specifically in the way of endorsement of the concept of the proposal.

Announcements

There will be a memorial service for the Armenian Genocide co-sponsored by Campus Ministry, the history department and Russian East European Central Asian Studies at April 26 at 4:30pm in the Chapel.

A lecture will be held by the Director of the Association of Departments of Fine Languages and MLA programs to give a talk on the symposium of African American inception of Dante on April 11 at 5pm.

A former Physics alum of the University will come April 18 at 4:30 p.m. to speak on physics and the medical field.

The Dean urged faculty to let his assistant, Fran Yadre, know of lectures, so he is aware, with the hope to be available to attend.

Adjourn

The meeting adjourned a 5:00 p.m.