

**CAS Dean's Council Meeting
Draft of November 7, 2018 Minutes**

Attendees

Dr. Patricia Behre, Chair of the Department of History
Dr. Angela Biselli, Chair of the Department of Physics
Dr. David Crawford, Director of International Studies
Dr. Robert Epstein, Chair of the Department of English
Dr. Dina Franceschi, Chair of the Department of Economics
Dr. Sean Horan, Chair of the Department of Communication
Dr. Matthew Kubasik, Chair of the Department of Chemistry & Biochemistry
Ms. Andrea Martinez CAS Senior Assistant Dean
Dr. Margaret McClure, Chair of the Department of Psychology
Dr. Irene Mulvey, Chair of the Department of Mathematics
Dr. Elizabeth Petrino, CAS Associate Dean
Dr. Shelley Phelan, Chair of the Department of Biology
Ms. Saadia Rafiq, CAS Assistant Dean
Dr. Marice Rose, Chair of the Department of Visual & Performing Arts
Dr. Glenn Sauer, CAS Associate Dean
Dr. Jiwei Xiao, Chair of the Department of Modern Languages & Literatures

Regrets

Dr. Sara Brill, Chair of the Department of Philosophy
Dr. James Biardi, Director of Environmental Studies
Dr. Eric Mielants, Chair of the Department of Sociology
Dr. John Slotemaker, Chair of the Department of Religious Studies

Dean's Comments

The December 5th Dean's Council meeting will focus on a conversation regarding faculty lines, with follow up in the spring meeting. The Dean will send data reports from Institutional Research (IR) to help determine the following:

- Priority needs in the College (tenure track line, VAP's and POP's)
- Create a three year plan
- Core Impact on visiting lines

Strategic Planning the Dean will be presenting to the Board of Trustees Academic Affairs Committee on November 29. The presentation is a vision for the college that includes facility needs. The Dean plans to use this presentation as a pitch for potential donors to provide an endowment fund for the following

- Undergraduate research
- Sabbatical replacements
- Activities in the college

Dr. Petrino shared that the Strategic Planning Committee met in October to review the comments and goals from the Quip documents. As the Committee works on refining these documents, they are reviewing best practices from other universities and colleges

- The Directors of the four schools will be reaching out to Department Chairs requesting them to bring the strategic planning goals to their faculty for comments to help further develop these goals. Dr. Petrino is willing to attend department meetings for discussion
- The Committee will collect feedback from departments; then in December, the Strategic Planning Committee will meet with the Dean to form subcommittees to refine the goals further. By February, a draft will be available to share with the College, the CAS Advisory Board, the Alumni Board, and the University.
- Dr. Petrino is seeking students interested in meeting to discuss the goals and asked the Chairs to notify the Dean's office with recommended student nominees.

Facility Needs

The Dean is working on prioritizing facility needs for the College and to create a plan to budget the resources to meet these needs. The following list was shared:

- BannowSpace Issues: continued need for renovations and updates to provide classroom/lab space
- Canisius and Donnarumma Updates: HVAC systems, new windows and roof repair
- Reimagine Theatre: PepsiCo Theatre flooded and will need to be rebuilt
- New building connecting Canisius and Donnarumma: Suggested use for this space:
 - Media
 - Communication lab
 - Journalism news room
 - Digital Humanities
 - Studio Art space
 - Art Gallery for VPA students

Leadership Programs

The Dean shared that there will be changes with the structure of the College. We will be taking on direct responsibilities for internship. There is a plan in place to designate a person in the Dean's office to work with department internship coordinators. More information will be shared in January.

Dean Greenwald thanked Assistant Deans Martinez and Rafiq, Associate Deans Petrino and Sauer for their effort on the newly launched Leadership and Professional Development Program.

Ms. Martinez shared that the program launched this fall. Ms. Martinez commented that the program is great; but since it is optional, the challenge will be to capture student interests. Assistant Deans Martinez and Rafiq worked with Christina Albino, CAS Program Coordinator and, marketing liaison for the College to find ways to promote the program. The following ideas were shared:

- Creating marketing video
- Students talking about the program
- Social media campaign
- Platforms for student engagement
- Ms. Martinez and Ms. Rafiq received positive feedback from students that attended the fall session. Students showed interest in learning more about the College, understanding how their academic and internship experience will translate to work experience; and they liked the idea of having a notation on the official transcript that participated and completed this program.

Student Advisory Board

Ms. Martinez will be sending out information regarding student nominations to form a student advisory board. The hope is to launch the board in the spring, which will include a faculty member. The Advisory Board will assist Ms. Martinez and Rafiq as they work on subsequent levels of the Leadership and Professional Development series. They will be reaching out to departments for nominations.

The Dean shared that the Alumni Board will offer a speed-mentoring program for students. A group of alumni will be available to meet with students, as they pop in and out of sessions with various alumni. The first session will take place during the spring semester. The Dean asked that faculty encourage and remind students to attend these events.

Meeting Adjourned at 4:40 p.m.

Respectfully submitted, Fran Yadre