

CAS Dean's Council Meeting
Feb. 5, 2020 Minutes
BCC 200

Attendees

Dr. Patricia Behre, Chair of the History Department
Dr. Sara Brill, Chair of the Department of Philosophy
Dr. David Crawford, Chair, Department of Sociology & Anthropology / Director of International Studies
Dr. Robert Epstein, Chair of the Department of English
Dr. Dina Franceschi, Chair of the Department of Economics
Ms. Stephanie Gallo, Director of Career Planning for CAS
Dr. Joel Goldfield, Chair of the Department of Modern Languages & Literatures
Dr. Sean Horan, Chair of the Department of Communication
Dr. Matthew Kubasik, Chair of the Department of Chemistry & Biochemistry
Dr. Scott Lacy, Associate Dean, CAS
Dr. Janie Leatherman, representing the Department of Politics
Ms. Andrea Martinez, Senior Assistant Dean, CAS
Dr. Margaret McClure, Chair of the Department of Psychology
Ms. Kim Nickolenko, Director of Career Engagement, CAS
Dr. Shelley Phelan, Chair of the Department of Biology
Dr. Marice Rose, Chair of the Department of Visual & Performing Arts
Dr. Glenn Sauer, Associate Dean, CAS
Dr. John Slotemaker, Chair of the Department of Religious Studies
Dr. Jonathan Stott, Chair of the Department of Physics

Regrets

Dr. David Downie, Chair of the Politics Department
Ms. Stephanie Gallo, Director of Career Planning for CAS
Dr. Irene Mulvey, Chair of the Department of Mathematics

Dean Greenwald welcomed new Associate Dean Scott Lacy to the Council, Dr. Lacy has brought new energy and efficiency to the Dean's office.

I. Announcements:

A. Dean's Council Agenda Process moving forward the agenda will be set the Monday prior to Dean's Council and will handed out at the meeting. Agenda items should be emailed to Dr. Lacy no later than the Friday before the next meeting.

B. CAS Awards Cycle Dr. Lacy announced:

- letters are written
- the deadlines for submission is being finalized
- Chairs should receive information mid-February

C. Magis Core Dr. Lacy is the liaison for the Dean's office to the Magis Core Committee, he said proposals for next semester's signature elements are needed ASAP. He asked Chairs to reach out to key instructors to assist in the process.

C2. Wall Award Wall award submissions are due on March 6th. - Please think of (tenured) faculty in your department or yourself, to nominate.

D. Faculty Search Update Dr. Sauer gave an update on searches from this year.

- Physics hired Pierre Christian, he was part of the Black Hole picture from this past year.
- Biology hired Chelsea Counsell, she is coming from Hawaii to teach Marine Biology.
- Religious Studies hired Tom Schmidt as New Testament Scholar
- Mathematics is currently doing a search for two tenure track faculty
- English is finishing up a search for the Professional Writing position
- Communication is doing a search for POP in Broadcasting

Dr. Sauer said the three year plan is still in place but, where needed due to unforeseen circumstances, alterations have been made.

II. Media Center plans Dean Greenwald said the University is looking to the future and preparing for the 2026 decline of eligible students in the northeast. He said there are three ways to deal with the decline:

1. Accept the demographic change, shrink and wait it out i.e. not replacing faculty, cutting budgets.
2. Lower standards and raise the discount rate
3. Broaden market nationally to maintain position and quality.

Fairfield chose the third option; the University has a strategic plan in place:

- Data – innovation lab and Engineering school
- Geographic expansion
- Forward approach to connect industry and community to academic programs (Communication, Public Relations, Film, Graphic Design & Digital Journalism)
- Graduate Programs
- University Budget Cuts (small impact to the College) to help fund plan and show we have some skin in the game.

Part of the larger strategy for CAS:

- Moving towards a new space
- refinement of existing buildings
- improved spaces for the sciences

Currently, the media center is housed in the basement of the high school, this new facility will assist in attracting students and providing growth. The Media Center is moving to the old Dolan School building; the building has three parts:

- North side is the classroom wing - Media center will be housed there
- Center is dining hall/conference room
- South side will most likely be student housing

The building needs renovations and updates:

- Instillation of sprinkler system
- Abatement
- Waterproofed
- Installation of HVAC system
- Etc.

The plans are:

- The former amphitheater room will be Studio A. It will have high ceilings, new lighting and two control rooms
- Six Faculty office with a conference room
- Podcast studio and an extra studio
- Student equipment storage area
- Student lounge
- Student conference room with computers
- Film has obtained the Multimedia room in the Library for classroom space with updated technology.

The Dean said, we have a collective Arts Task Force to unify the Arts.

Dr. Epstein asked if the new classrooms will be online for fall semester. The Dean said yes, Dr. Sauer will be in touch with the details mid-February.

III. Adjunct office space Dr. Sauer said with new fulltime faculty hires we are running low on office space in Donnarumma and Canisius. There is a plan to create common spaces for adjunct faculty to meet with students. The space would include:

- Open office plan
- Kitchenette
- Lockers

Dean Greenwald said when the plans are finalized they will be included on a future agenda.

Campus building security Dr. McClure asked for an update on the break-ins in Bannow and Donnarumma. Dr. Sauer said there is a discussion for increased security. The doors that were damaged were repaired/replaced with stronger doors. Dean Greenwald said there are discussions about replacing all doors with the stronger locks, install security cameras hallways and security officers in each building.

IV. Internships

- Kim Nickolenko thanked the departments that worked with her in getting their department/program into the new internship system. For those that have not met, Kim will be in touch. All programs need to be in the system before registration and in time for summer and fall internships.
- Monthly updates are sent to all faculty to share career information with students.
- New CAS career week (Feb. 24 - 28) to highlight the career fair.
 - Monday: resume & career fair workshop
 - Wednesday: career fair
 - Thursday: Leadership in Professional Development Program LinkedIn headshots (sign up required)
 - Friday: Mock interviews
- DSB offers free excel classes for students, please share this with students so they can take advantage of these classes (basic, intermediate and advanced levels)

Dean Greenwald thanked Steph Gallo and Kim, he said they do a lot of work, with approximately 1700 majors, and there is a great amount of pressure on them.

The Dean thanked Sr. Asst. Dean Andrea Martinez for holding down the Assistant Dean area and asked Andrea to speak about the new incoming Assistant Dean. Ms. Martinez said Colby Lemieux is currently the Assoc. Director of Academic Support and Retention and will start in the Dean's office on Monday, Feb. 10th. Colby has student centered experience in academic advising and retention. Ms. Martinez has worked closely with Colby on student cases, she is very student centered and she is someone who will hold firm on policies and procedures. Colby is looking forward to working with faculty and meeting the Dept. Chairs. Ms. Martinez announced that she will be on maternity leave in the summer and while away faculty will be in good hands with Colby. Ms. Martinez is working on a transition plan for while she is on leave.

V. CAS to DSB Dean Greenwald said he receives reports from the Registrar's office that show:

- Students that left CAS for many reasons: medical leave, voluntary withdrawal to another institution and students that changed schools.
- Last spring trends showed more students leaving CAS than coming in. The last report dated Jan. 31st showed for the month of January, CAS lost twenty students to the professional schools.
- Students are leaving because they don't see a career path in their majors (mostly students in the humanities and social sciences.)
- The Dean would like faculty to promote Kim and Steph's office of Career & Professional Development. Student's need to see that they may not need to change majors.
- Encourage students to attend the Alumni panels. Ms. Martinez said, the Magis core may help to retain students in the college, as the core is now the same in all the schools.
- The Dean said we need to do a better job of communicating out that our graduates are very successful. The April 14th Open Visions is hosting Jared Cohen of Google. Attending the dinner that evening is an alum (Comm. major) who is a Sr. Vice President of a division at Google and she is interested in engaging with our students.

VI. Dean's update

- The credit cap for non-science majors was 15 credits. Ms. Martinez said, Lynn Kohn has changed this so that sophomore, junior and senior non-science majors can take up to 18 credits; science majors are always able to take 19 credits.
- Add/drop runs for five days however, the Registrar has agreed, with the Dean's office permission course swaps will be honored for students in a class at the wrong level for up to three weeks.
- The Dean's office has monthly meetings with Registrar if you have a question or agenda item please notify Dr. Lacy. Dr. Lacy said all agenda items pertaining to College meetings can be forward to him and he will see that it gets placed appropriately.
- Last item, the Dean said, analytical models are being created to assist Dept. Chairs to schedule courses. Institutional Research trials are being done with departments that have big crunch times. The goal is to create a dashboard to assist chairs with submitting courses. The information is based on Banner data and Admissions numbers will flow in. the dashboard will be live and updated. Dean would like feedback from the trial departments to see if changes are needed.

Meeting Adjourned at 4:47 p.m.

Respectfully submitted, Fran Yadre