

A&S Chairs and Directors' Meeting Minutes
May 17, 2018

CGC142

Meeting started 3:03 p.m.

I. Announcements/Updates

- a. Fall Retreat scheduled for Monday, August 20, in BSC352/353 (tentative)
- b. Course Evaluations closed at midnight on Wednesday, May 16
- c. Pre-Commencement on Friday, May 18 at 8:30am

II. Dean's Report

- a. 2nd Development person to join CAS. Hiring will commence over next 2 months.
- b. UUCS Humanities Rep replacement names have been sent to Provost.
- c. Dean Duncan will send CAS response to Climate Survey to President Pestello later in Summer.
- d. Announced Chuck Graves as new Chair of EAS.
- e. Announced Ben DeFoy as new Banpu Endowed Chair in Sustainability.
- f. Expressed appreciation to CAS Associate/Assistant Deans .
- g. Expressed appreciation to all CAS Chairs/Directors.
- h. Dean Duncan will be on vacation 5/19-Memorial Day

III. Deans' Updates

- a. **Jan Barber, Associate Dean for Graduate Affairs**
 - i. Grad Student EGARS needed as soon as possible.
 - ii. Associate Dean Barber will be out of office at Field Station until June 11.
- b. **Gary Barker, Associate Dean for Undergraduate Affairs**
- c. **Donna LaVoie, Associate Dean for Faculty Affairs and Resources**
 - i. Assessment Reports are due to the Provost Office (per Asst. Provost Steve Sanchez email). Copy Associate Dean LaVoie on all Reports.
 - ii. 2018-19 Due Date Calendar will be sent out to all units – note revised dates.
- d. **Denise Sleet, Assistant Dean for Advising**
 - i. Please remind faculty to submit final course grades. Reminder to check missing grades Cognos Reports.
 - ii. SLU101 starts May 31.
 - 1. Preregistration for BIO, CHEM, and ENGL 1500 has occurred – Advisors double-checking accuracy.

IV. Scott Martin – Course Evaluation Discussion

- a. Provost Office conducted a survey on course evaluations. Steve Sanchez invited select CAS Chairs to review results.
- b. Survey concerns:
 - i. Student = would like to know more about how evaluations are used.

- ii. Faculty =
 - 1. Lecture courses need distinct evaluations from Lab courses.
 - 2. End dates for evaluations keep changing.
- iii. Concern regarding anonymity of evaluations....faculty able to see which students have/have not completed.

V. **Dean Duncan**

- a. Dean Duncan distributed summary of new CAS Awards/Acknowledgements effective in 2018-19
 - i. Suggestion to consider expansion of Staff Excellence Awards and paid day off for Staff awardees.
- b. Undergraduate Recruitment Committee update
 - i. Have drafted recommendations for Depts. to improve recruitment activities...that draft will undergo further revision.
 - ii. Reminder that SLU101 lists are available to all Depts. should they want to contact incoming students in advance of SLU101.
- c. Graduate Assistantship Distribution Committee update
 - i. Report is detailed and multi-layered.
 - ii. Deans will work to synthesize/summarize recommendations during Summer 2018.
- d. Compensation update
 - i. The announced \$4.4 million pool for faculty/staff equity adjustments has been reduced to \$1.2 million.
 - ii. CAS received \$239,000.
 - iii. Deans are working to determine most egregious salary gaps in CAS.
 - iv. Very tight response time for Chairs regarding faculty salary recommendations.
 - v. Rank/Tenure increases are separate from equity adjustments.
- e. Summer Course Compensation Model
 - i. Dean Duncan distributed Provost email of 2/23/18.
 - ii. Summer 2018 profit-sharing will be the same as Summer 2017.
 - iii. President, Provost, and CFO are considering a new summer budget model. The “calculator” will be distributed to Chairs when available.

Meeting adjourned 4:25 pm

Submitted by Gary Barker, Associate Dean for Undergraduate Affairs