

A&S Chairs and Directors' Meeting Minutes
October 18, 2018

Sinquefield

Meeting started 3:04 pm

- I. **Announcements/Updates**
 - a. Next Meeting, November 15 from 3:00-5:00 pm in Pere Marquette Gallery
 - b. Faculty/Staff Appreciation Breakfast, October 23rd from 9:00-10:30 am in Sinquefield
 - i. Discussion regarding whether Fall Break is optimal timing for this event
 - c. Acting Provost Mike Lewis is confident CAS will be getting 2018 Summer Revenue sharing
 - i. Chairs indicated there is a profitability gap inherent in current revenue share calculator.
- II. **Learning Technologies Advisory Committee update – Steven Rogers**
 - a. Outlined charge of LTAC.
 - b. Review of Learning Managements Systems (LMS) upcoming LMS vendor presentations.
 - c. Asked that faculty submit LMS needs to LTAC.
 - d. Distributed handout of review process and contact information for LTAC members.
 - e. Blackboard contract expires in 2020.
- III. **Rank and Tenure Application Checklist – April Trees**
 - a. Distributed handout comparing dossier expectations for University Rank and Tenure Committee and CAS.
 - b. Suggested that change proposal be made via Chairs to Faculty Council in an effort to align dossier expectations.
 - c. Requested Chair feedback.
- IV. **Deans' Updates**
 - a. **Jan Barber, Associate Dean for Graduate Affairs**
 - i. Graduate students get same Academic Calendar breaks as undergraduates. Graduate student workers cannot be compelled to work during breaks.
 - ii. 11/5/18 – start of graduate student registration
 - iii. 11/12/18 – notification for readiness due
 - iv. 12/4/18 – last day for defense
 - v. Encouraged participation in 3 Minute Thesis Competition on 11/30/18, sponsored by Grad Ed.
 - vi. Reports on Graduate Assistant duties have been submitted and will now be reviewed.
 - b. **Gary Barker, Associate Dean for Undergraduate Affairs**
 - i. Encouraged participation in Minor Fair on 10/31/18
 - ii. Asked to be copied on Summer In-Scope course offerings when submitted to Summer/Winter Office.

- iii. Send Out-of-Scope Summer 2019 course offerings to Assoc. Deans Barker, Barber, and LaVoie. Review process and faculty compensation still to-be-determined.
 - c. **Denise Sleet, Assistant Dean for Advising**
 - d. **Donna LaVoie, Associate Dean for Faculty Affairs and Resources**
 - i. Distributed exact wording to be used for adjunct faculty offers.
- V. **Productivity Reports – Donna LaVoie**
 - a. Distributed CAS Reports and explained data accumulation process.
 - b. Dean Duncan thanked Associate Dean LaVoie for work above and beyond on preparation of Reports.
 - c. Dean Duncan highlighted overall summary points that he will also share with Faculty Council.
 - d. Expectation is that Chairs will share their unit info with unit faculty.
- VI. **Staff Feedback on Climate Survey – Dean Duncan**
 - a. Distributed action items suggestions voted on by CAS Staff at mini-retreat on 10/12/18.
 - b. Mini-retreat conversations were constructive with goal to improve systems and workplace.
- VII. **Q&A – Dean Duncan**
 - a. Questions regarding SLU Budget/Deficit, specifically regarding SLUCare
 - b. Review of programs has been requested by Board of Trustees Academic Affairs Committee.

Meeting adjourned 4:30 pm

Submitted by Gary Barker, Associate Dean for Undergraduate Affairs