

Arts and Sciences Executive Committee Meeting - Minutes  
POT245 and Zoom  
Tuesday, August, 24, 2021  
9:00 a.m. – 10:30 a.m.

Attendees: Carol Mason, Carrie Oser, Peter Perry, Christopher Pool, Brian Rymond, Michelle Sizemore, Ruth Beattie, Anna Bosch, Christian Brady, Betty Lorch, and Sarah Lyon

Carrie Oser (co-chair AY21) called the meeting to order.

#### Election of Executive Committee Chairperson

- Brian Rymond nominated Carrie Oser as committee chair. Carrie asked that a co-chair also be selected as she is slated to serve on the dean's search committee. Brian Rymond agreed to serve as the co-chair. The committee unanimously agreed that Carrie Oser and Brian Rymond would serve as the committee co-chairs.

#### Minutes

- Minutes from the May 10, 2021 committee meeting was distributed for review.

#### Appointment of A&S Elections Committee Member

- Carrie noted that the A&S Elections Committee has had a member resign and it is the responsibility of the Executive Committee (EC) to appoint members to the Elections Committee.
- Anna Bosch reviewed the role of the Elections Committee which is to oversee the annual elections process for the College level committees which include the Executive Committee, Educational Policy Committee, Diversity and Inclusivity Committee, and the A&S University Senate Representatives. The Elections Committee is responsible for compiling and confirming a slate of nominees from across the college, and ensuring that the rules, procedures, and methods by which the elections are held are in accordance with the Rules of Faculty, the Governing Regulations, and Administrative Regulations. The busiest time for the committee is in the spring semester (March/April).
- Current members of the Elections Committee are Bob Grossman (CHEM), who serves as the committee's chair, and Stefan Bird-Pollan (PHI). Susan Barron (PSY) has resigned.
- The appointment should be someone from the social sciences area. Carrie suggested taking this selection process out of the meeting so that the committee can look at the social science faculty roster and discuss via email the possible candidates and ask the department chairs who they recommend.
- Dean Brady mentioned that this is a service role which can be represented in the DOE and to remind faculty that it is part of the shared governance process to be engaged in the process.

### Modified Duties for Parental Leave for Lecturers Policy

- Sarah Lyon, Associate Dean of Faculty, brought forth a suggested revision of the existing Modified Duties for Parental Leave Policy which is currently written as two separate policies for faculty and lecturers. Sarah proposed to merge the policies into one, address the issue of gender, with the focus on parenthood to include birth or adoption. Discussion ensued and suggestions were made to align the language in the terms between tenured/tenure-track faculty and lectures; and adjust language regarding adoption. Sarah will incorporate the suggestions and circulate a revised version to committee for review and call for vote of approval via email.

### A&S Dean's Search

- Carrie mentioned the email from the Acting Provost regarding the restart of the dean's search and call for nomination of those interested in serving on the search committee. Department chairs asked Carrie to reach out to the provost to explain the previous process and amount of work done by the College in compiling the list of individuals to serve on the dean's search committee. The question is why the search is being reinstated with a newly formed committee, when the original search was postponed rather than cancelled.
- EC supported the suggestion of resubmitting the previous list of individuals recommended to serve on the search committee with the rationale and recommend to the provost that the prior/existing dean's search committee be reinstated.
- Carrie suggested that the EC talk with those individuals that were previously on the search committee to determine if they are willing and available to continue serving, and then identify/recommend replacements for those who are no longer able to serve.

### A&S Associate Deans' Search

- Dean Brady stated that the search committees for both AD positions (Graduate Studies and Diversity, Equity, and Inclusion) are being formed. He discussed that the search for Cristina Alcalde's AD position will be for an AD for Diversity, Equity, and Inclusion (DEI). The internationalization component of the position will be carried by each of the ADs within their given scope. There have been some staffing shifts within the dean's office and as a result there will be a posting for an entry level staff position, with a specific focus on DEI experience, that can provide support for this AD position, but will also provide support for the AD for Graduate Studies.
- Application deadline for the AD positions is Friday, September 10 and will target completing the interview process by early October.

### Graduate School Dean Search

- Dean Brady had no updates on the Graduate School Dean's search. He mentioned that the provost wanted to get the A&S dean's search underway first. It was also mentioned that the President said the search for Grad School Dean would be extended to external candidates but would not preclude internal candidates.

### A&S Budget/Audit

- Budget update – Dean Brady stated that we were able to end the fiscal year in the black and have a projected budget for FY22 to end in the black. The challenge is with the 2% pay increase starting in January, the college has to pay 1% of that increase. Our NTR will help cover that. Additionally, the 10% increase in TA stipends which started in August – the college matched 5% to get the 5% contribution from central administration. As a result, the budget will be tighter than originally projected. However, the dean feels we are secure, but with less latitude from NTR and CPM that was lost as a result of this cost sharing. There have been a few faculty hires approved, and no RIFs were made. Retirements and departures have helped with this. There was a reorganization within the A&S Facilities and Planning department.
- A&S will begin to work on the college’s strategic plan. Each department chair has previously submitted 5-year strategic department plans which will help in this process.
- Audit Update – Dean Brady stated that he and Jennifer Bradshaw had received the final version of the audit and they are writing the management response. The audit report is expected to be released sometime in September. The university, provost, and college budget offices are now meeting on a regular basis to facilitate better communication. Larry Holloway gave a presentation on NTR at the department chairs fall retreat. Here is the URL to his audio presentation: <https://vimeo.com/575442180>. A committee within the college is being developed to review/evaluate the terms and compensation for administrative appointments, i.e., department chair, DGS, and DUS positions to facilitate more transparency and consistency across the college.

### Covid Concerns (e.g., course modality changes)

- Updates on modality changes – There is no movement on allowing changes in course modalities. All requests to change from in-person to online need to go to the COVID task force or to the ADA office if health related. Very few requests are being approved.
- Vaccine mandate – political ramifications are likely prohibiting the decision for a vaccine mandate.

The following agenda items will be forwarded to the next EC meeting:

- Graduate Program Updates (e.g., process for returning TA line reductions)
- All Faculty Meeting

Meeting adjourned at 10:39 a.m.

Submitted by:

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