

College of Arts & Letters
Council of Chairs Meeting
Thursday, April 23, 2015
10:00 AM – 12:00 PM UH 237

Attendance: Terry Ballman, Rafael Correa, Martha Diazgranados, Michelle Fuller, Todd Johnson, Margaret Perry, Jacqueline Rhodes, Tony Roy, Michael Salvador, Terry D. Smith, Katherine Thomerson, Salaam Yousif

10:00 – 10:15 AM Allison Garcia, CAL Professional Advisor

Ms. Garcia spoke about changes that are taking place with SOAR in the areas of academic advising. She also provided start up dates for 1st time freshman, and transfer students. Ms. Garcia asked Chairs to please let her know if they will be participating in any SOAR sessions. She would like to receive any helpful tips to advise students, e.g., general department guidelines, critical courses in majors, and any responses to common questions by freshman/transfer students.

1) Approval of summary notes for April 9, 2015.

2) Announcements

a. Chairs

- Art: candidates for chair position are visiting the campus. The remodeling in RAFFMA has been completed.
- Music: Arts and Music Festival coming up on May 15, 2015.
- Philosophy: Colloquium “Leibniz on Plurality” a lecture presented by Adam Harmer from UCR on April 24, 2015 at 2:40 p.m. in UH 237.
- WL&L: Latin American Studies conference will be on April 30, and May 1, 2015. Korean Celebration on May 1, 2015, from 3-8 pm at the Commons.

b. College Office

- Assoc. Dean: The Curriculum Committee is not accepting proposals for new courses due to the semester conversion. You may still submit forms for minor changes or revisions.
 - There will be a call for nominations for College committees; the College Evaluation (RPT Committee), Professional Awards, and the Curriculum Committee.
 - Deadlines for Winter 2016 Schedule Build: Phase I (restricted to classroom allocation) May 18 – June 8. Phase II (unrestricted) June 8 – June 19, 2015.
 - Search for Egyptology position is moving forward; candidates are scheduled to visit the campus the first two weeks of May 2015.
- Dean Announcements
 - Olivia Rosas needs a college representative to work on a committee that will be reviewing the registration process. Please send names of a faculty volunteer to Dean Ballman.
 - Estimated Fall 2015 Enrollment: 2600 FTF, 2660 Transfer, almost 3% increase from previous year.

- Agent of Change: Federally mandated sexual assault online program that requires all students and university employees to complete the training to help address in sexual violence. Continuing CSUSB students are required to complete the 90-minutes training course prior to fall 2015 enrollment. New students will complete the training during SOAR sessions. Over 4,000 CSUSB students completed the training as of April 20, 2015.
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- Coyote First Step: Students needing development in English and Math must participate; failure to participate will likely result in rescinding admission for fall.
- Faculty Equity: Provost Bodman is looking into CSUSB faculty salaries as they compare to CSU average salaries by discipline and rank.
- Outstanding Faculty Nomination: We have received nominations from the Departments of Art, Communication Studies, and English. Please send nominations for the selection of the College Outstanding Faculty to the College Office.
- Semester Conversion: It is important that faculty workload is addressed ASAP. There will be time to discuss semester conversion at the next CAL Chairs End-of-Year Retreat on June 12, 2015.
- Faculty Roundtable: Dean Ballman expressed her appreciation to Professors Holly Henry and Luz Elena Ramirez for organizing the first CAL Faculty Roundtable on May 8, 2015, 1-2 p.m. There will be four participants: Johanna Smith from Theatre Arts, Annie Buckley from Art, Chris Naticchia from Philosophy, and David Jerez-Gomez from World Languages & Literatures.
- Dean Ballman will host a party on Friday, May 29, 2015 at her house. Save the Date and invitation to follow. All CAL Faculty, staff and campus administrators will be invited.

3) Budget – M. Fuller

Received budget load from the central office. Ms. Fuller distributed a detailed handout with information such as Student Faculty Ratios.

4) Tenure Track Recruitment for 2015-16

Dean Ballman mentioned that President Morales authorized 10 new faculty lines across the university.

Ms. Fuller showed IR data and a spreadsheet that facilitates the culling of data by department, faculty classification, course level, course load, SFRs, etc.

Chairs were asked to make a case for any TT position requested (replacement or new) ASAP. Including:

a) IR data

b) A justification for how the department or program will be benefitted over the next 5 years or so by this TT position

Please make appointments with Dean Ballman to discuss your faculty recruitment needs for next year.