

Council of Chairs Meeting
Thursday, November 12, 2015
10:00 AM – 11:45 AM

Summary Notes

Attendees: Terry Ballman, Rueyling Chuang, Matthew Davidson, Carmen Jany, Sunny Hyon, Terry Smith, Katherine Thomerson, Todd Johnson, Katherine Gray (for Matthew Poole), Michelle Fuller, Stephanie Cardenas.

Approval of Summary Notes of Council of Chairs Meeting of 10/15/15.

10:00 - 10:15 a.m. Time Certain: Barbara Quarton, Coordinator of Library Instruction on ways the Pfau Library can assist students in doing research for assignments.

Barbara Quarton:

- Presented information on the Pfau Library Critical Information Literacy Program (CIL) for students, faculty and graduate teaching assistants.
- Provided information on the Online Critical Information Literacy Lab for faculty.
- Will email out a call for applications regarding grant opportunities for faculty.

1) Announcements

a. Chairs

- WLL: Mr. Luis Valdez's visit to CSUSB was a big success.
- English: The English Faire event went well, around 100 students attended.
 - This event was promoted through flyers posted in UH, an incentive for attendance was having the advising hold removed.
 - The Communication and English departments are hosting a faculty panel discussion on the film, Planet of the Apes, on Monday, November 16th at 4pm in the SMSU.
- Theatre Arts: Johanna Smith is fully booked for her puppet workshop.
 - The Theatre Arts' "Opening Day Skit" was performed for Chancellor White during his visit to CSUSB.
- Liberal Studies: No Announcements.
- Music: Encouraged attendance to The Avila Brothers event on Monday, November 16, 2015, where they will be promoting their book, and hosting a Q&A.
 - Encouraged attendance to the Classical Music Concert, Into the woods, Don Pascual, and the Jazz Ensemble.
- Philosophy: No Announcements.
- Art: Glassblowing is hosting a Veterans Glassblowing workshop, on Thursday, November 12, 2015.

b. Dean's Office

- Associate Dean, Rueyling Chuang:
 - Announced that spring 2016 course build is completed! Summer course build will begin on January 11 – Feb 1, 2016.

- Asked for the updated space inventory information from each department.
- Announced that CPDC will come check thermostats by calling x75170; ask for a thermostat recalibration.
- CourseMatch: Learning modes will determine whether or not the course will be extrapolated by the Chancellor's office. OL: (Online) for CSUSB students/ FO (Fully online).
- Dean:
 - Attended the CCAS meeting on November 4-6 in Washington, D.C. Shared information on the sessions she attended.
 - Semester conversion, interviews are scheduled for next week for the candidates for the semester conversion director's position.
 - Announced that the Student Services Professional position search is well underway.
 - Encouraged everyone to attend the Faculty Roundtable, on Friday, November 13 from 2-5 p.m. in UH 242.
 - Encouraged everyone to attend the Avila Bothers event on Monday, November 16, 2015 in the SMSU.
 - Announced a Teaching Innovation Grant application opportunity with the College of Business– She will email out more information.
 - Presented the College of Arts & Letters' Fall 2015 Newsletter.

2) Budget

a. Michelle Fuller:

Shared the PowerPoint presentation presented during the President's Budget Forum. PowerPoint is available on the CSUSB Budget website <http://budget.csusb.edu>. Michelle will check on the structural deficit information from last year and will report back.

3) Student Research Forums (continued)

Dean would like to host a student forum type of event in (Spring 2016) to support student research (more on this topic later).

4) CAL Task Forces and Goals

a. Strategic Planning

- The purpose of this committee is to readdress the mission and vision statements of the College, and to recommend CAL goals and objectives for 2016-2021 .
- Dean Ballman presented the Appreciative Inquiry Process illustration, as an alternative process to the S.W.O.T Analysis.
- She hopes to have a plan for a College vote by Fall 2016.

b. Interdisciplinary

- This committee will work together to make recommendations for interdisciplinary curriculum and practices.

11:15 to 11:45 Meeting adjourned, continued Discussion of CAL's participation in the City of San Bernardino's Art Walk with the chairs (or representatives) of Art, Music and Theatre and with the director (or representative) of RAFFMA

- Mark Persico and Monica Lagos from the City of San Bernardino had met recently with Matthew Poole (Art), Todd Johnson (Music), and Dean Ballman.
- Dean Ballman announced the City of San Bernardino's up coming events.
 - The City of San Bernardino Downtown Art Fest 2016 on April 16 and May 19, 2016.
 - The City of San Bernardino is having a planning meeting on Wednesday, December 9th from 3:30p.m.
 - Terry Smith will be the CAL point of contact for this collaboration.

Standing Requests

a. Scholarly and creative contributions in AY 2014-15: Due Jan. 12

b. Professional development provided in AY 2014-15: Due Jan. 12

<i>Assigned time</i>	<i>Sabbaticals/DIPs</i>	<i>TRC grants</i>	<i>Dean's mini-grants</i>
<i>Other grants</i>	<i>Travel</i>		

E-Handouts:

- 1) Summary Notes of Oct. 22, 2015 chairs council meeting