

**College of Liberal Arts
Chair's Meeting notes
January 19, 2021**

Welcome to New Chairs

Dr. O'Hearn welcomed new Chair of the Psychology Department, Dr. Wendy Francis.

Discussion on budget

Dr. O'Hearn mentioned that enrollment was down by 6.5% but some of it was due to the drop in students. The drop is not nearly as bad and were doing better than other colleges. There's a 5% drop overall. He also recognized Yvonne for all she has been doing for retention. He mentioned that she has been doing a good effort to increase enrollment and he everyone for what they are doing.

Course release after Third Year Review

Dr. O'Hearn discussed a Third Year Review memo (ask for copy) which is intended for faculty, so they can get a full course release for one semester after a successful review. This would be for the upcoming year and beyond.

Indigenous Land Acknowledgement

Dr. O'Hearn shared a document regarding the Committee on Land Acknowledgement and asked if the Chairs/Directors would like to vote to approve the document so that we can accept this for the College and we can publish it on the website. He asked if there were any comments on this. There were some comments, but it was approved and we will publish it.

Strategic Plan discussion

Dr. O'Hearn mentioned that the Strategic Plan was sent to all the Chairs/Directors, but did not have a research document yet.

Dr. Jayasuriya asked the Chairs/Directors to review it and if they see anything that was inaccurate to let her know-especially with academic analytics.

He asked if it was worth forming a small group or if it was worth spending time on it?

The last document that was sent was very interesting and there were a lot of employment opportunities and positive ways to build something that will be good for the College.

Dr. O'Hearn asked if it would be a good idea to make up an adhoc committee. There are a lot of things that can be done as the College and he asked if anyone was interest on working on this to let him know.

Faculty Development Leave Discussion

Dr. O'Hearn mentioned that this was a discussion that they had at the Dean's Council and Dr. Wiebe is much in favor of it. The leave has to be a competitive process. If anyone has ideas, send him an email and he can take them back to the Provost.

Dr. Wiebe will try to get this in place for the fall of 2021, so the Chairs/Directors can begin planning.

Depending on the strength of the application will determine who will get the leave.

We can continue to use our unallocated funds to cover things like Professorships.

CARES funding and research

We are about to get more CARES funds. One idea was to use it to purchase technology and equipment for classrooms. The following are questions and suggestions on how we could use these funds.

Can we use the funds to help faculty for research?

Can we use cares funds to return to a full research?

Someone proposed to use funds for graduate assistants since last semester it was offered for TA's.

Dean said it has to be directly related to COVID.

Someone mentioned that they got CARES funds for 2 students over the summer and partnered them with the faculty. If archives are open they can use cares funds for students to travel – maybe in July.

Dr. O'Hearn reminded everyone that we have to make sure it has to be tied directly with CARES funds and if anyone has specific requests send them to him and copy Dr. Morales.

Associate Dean Reports

PAR's - Dr. Jayasuriya

Tami Keating and Didier Hernandez are working on the PAR process on Digital Measures. If anyone has any questions, please send them to Didier and copy Dr. Jayasuriya. This way, at the college level, we can keep track if there are any issues. Faculty members will be getting an email with the link to the PAR workflow on Digital Measures soon.

Tenure and Promotion – Dr. Jayasuriya

At the College level, Estella and Chris have come up with a list of the faculty members who are due to go up for T&P each year. Chris and Estella have already worked on the list for the 2021-2022 cycle, and early next week we will be sending out emails to Chairs. We are asking the Chairs to help us to check their records and ensure that College records for T&P are accurate. Faculty members originally due to go up for T&P in 2021-2022 are getting an automatic COVID extension of one year. If they want to opt out of the extension, they need to send an email to the Provost and Dean and copy Estella, Dr. Jayasuriya, and Chris.

A general email will be sent to all faculty to make sure records are correct. Any faculty members who want to go up for promotion to Full Professor in the upcoming cycle should contact us. It doesn't look like there will be extensions for faculty members who started on the tenure track in 2020, but if there are any changes, we will notify everyone.

Dr. Morales

Notified the Chairs/Directors that there are a couple of workshops for faculty coming up. The first one is on February 19th on writing grants for the Humanities and another one on February 26th on writing grants for the National Institute of Health

There is a new initiative in the College—Liberal Arts Community Engagement (LACE). Cynthia Marentes has reached out to nonprofit organizations in the area and encouraged them to send proposals to us. Faculty are invited to submit proposals to work with these organizations. Selected faculty will get funding to hire a graduate student and 2-3 undergraduates and \$1,000 in research funds.

Crystal

The Outstanding Thesis and Dissertations deadline for submissions is March 1st. If there are any applications you can send them to Crystal by February 15th.

For top ten seniors- even though she is not on the Committee, she wants to personally volunteer and help the students. If they have students who would like for someone to review the application, they can forward them to her and she can review the applications with them. Applications are due January 29th.