

In Attendance: Dr. Kimball, Dr. Sherman, Ms. Fitzsimmons, Dr. Coym, Dr. Ward, Dr. Tatlar, Dr. Dugton, Dr. Messenger, Dr. Powers, Dr. Mulekar, Dr. McCreery, Dr. Moore, Dr. Meeker, Dr. Sanders, Dr. Habel, Dr. Shelley, Dr. Tremblay, Dr. Hanks, Dr. Loomis, Dr. Coleman, Dr. Wierzbicki

Absent: LTC Tukes, LTC Vaughn, Dr. ter Horst

Dr. Wierzbicki announced that Ms. Charlene Lamonte is retiring, effective October 1, 2020. Ms. Jamie Kendall handles all grants. Ms. Krista McCreery has been promoted to the new role of Faculty Resource Coordinator. A search is underway to fill the Administrative Assistant vacancy.

1. The minutes of the July, 2020, Chairs' Meeting were approved.
2. Chairs reviewed the estimated budget as of August 31, 2020. There should be no spending from supplemental accounts that are in deficit. Chairs were updated on budget cuts for 2019-20 FY. Departments have close to \$2 million in reserve funds. Departments have \$638,264 in student fees. Chairs were reminded to use student fees that benefit students. All distance learning fees will be held to cover budget cuts.
3. The University had a 1.20% decrease in enrollment for the Fall 2020 semester as compared to Fall 2019. The College had a 6.18% decrease in undergraduate enrollment and an 9.66% gain in graduate enrollment. There was a 7.05% decrease in credit hour production in the College. Chairs received enrollment reports for review.
4. Dr. Wierzbicki distributed the sponsored activity report. CAS faculty members have submitted 71 grant proposals, and 48 have been funded for a total of \$6,244,443 in FY 2020. Chairs were asked to continue encouraging faculty members to submit grant proposals to increase external research support for the College.
5. There was discussion about spring semester remote teaching requests.
6. Dr. Wierzbicki announced that the Emeritus Professor nomination deadline is October 8, 2020. Nominees must be retired.
7. Chairs were reminded that the deadline has been extended for submission of annual staff and administrative employee performance evaluations. Evaluations should be submitted electronically to Krista McCreery no later than October 1, 2020. The evaluation period is June 15, 2019, to June 14, 2020.
8. There was discussion about holding the 39th annual Arts and Sciences Dean's Lecture via Zoom. The Dean's Lecture will be delivered by Dr. Robert Holm, Professor of Music.
9. Chairs reviewed a memo from Dr. David Johnson about faculty reappointment guidelines and deadlines.
10. Dr. Wierzbicki distributed a memo from Dr. Andrea Kent concerning a review of probationary faculty members. Lists of eligible faculty were distributed. Chairs were asked to check the lists against their records for any discrepancies or omissions. Faculty members who are up for probationary review are not included in the annual review list. Faculty members who are eligible for tenure this year are also not included. Dr. Wierzbicki requests that probationary

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