

Dean's Council Minutes
Sept. 30, 2020

Chairing: Ryan Hinrichs

In attendance: Sandra Jamieson, Jason Jordan, Caitlin Killian, Roger Knowles, Marie-Pascale Pieretti

1. *Approval of 9-23-20 minutes -- not done*
2. Deans Council reviewed A&S Faculty Handbook revisions in preparation for Forum meetings and agreed to make all future changes to the "Master Document and then pull material for the faculty vote from there.
 - a. Section VI - Shared Governance to be voted on at the October faculty meeting (minus section VI. 2D regarding course release which will be discussed at a later date);
 - b. Section VII - Departments of Instruction and Divisions to be discussed at the Forum meetings and October Faculty meeting, and voted on in November. The list of obligations of chairs, program directors, and conveners in that section of the A&S Handbook is not aligned with the handbook for Chairs and Program Directors developed by Maria for the college. DC agreed not to have two different lists of obligations, but to incorporate the Dean's Office document into the A&S Faculty Handbook as we have with the COF Handbook (as a link). At the same time, changes made to the Dean's Office document should come to the faculty both as part of shared governance and to increase transparency. Maria joined the meeting and approved the first section of her handbook "Chair Responsibilities" going out for discussion along with A&S Faculty Handbook, section VII.
3. Dean's Council reviewed revisions to the Spring calendar as discussed on 09-23, starting and ending as originally scheduled, removing spring break, restoring the second reading day, and dispersing singly day "breaks" throughout the semester (including on Good Friday). The calendar will go to Forums for discussion.
4. Deans Council finalized dates for Forum meetings, the Dean's Office will send the schedule for the remainder of the semester, along with the agenda, and the material for discussion.

AGENDA

- Revisions to the *A&S Faculty Handbook, Section VI- Shared Governance* for discussion and then vote at the October faculty meeting;
- Draft of the *A&S Faculty Handbook, Section VII - Departments of Instruction and Division* for discussion in October and vote at the November faculty meeting;
- Extract from *Handbook for Chairs and Program Directors, I. Chair Responsibilities*, for discussion in October and vote at the November faculty meeting (other parts of the Handbook to be shared later);
- Adjusted Spring Calendar