
Not present: P. Cabán, E. Gaffney, J. Neely

Introductory Remarks: Dean Wulfert called the meeting to order at 2:30 p.m.

Minutes of February 4, 2015, Meeting: A motion to approve the minutes was made by N. Denton, seconded by A. Caticha. The meeting minutes for February 4, 2015, were approved with one abstention.

Announcements:

- Nominations for President's Award for Undergraduate Research are due 3/6/15 - send ranked nominations to Jay Oddi, joddi@albany.edu - http://www.albany.edu/research/assets/Presidential_Undergraduate_Guidelines_and_cover_sheet.pdf
- Sabbatical reports for Fall 2014 are due 3/15/15 (faculty should send via email to Steve Galime at sgalime@albany.edu with copy to Department Chair and Administrative Manager/Department Secretary)
- CAS Research Reception is 3/24/15 from 3-5:00 p.m. in the Standish Room (invitations to be sent soon)
- Distinguished Dissertation & MFA Project Awards nominations (2014-15) are due before 4/1/15 (e-mail nomination form to Cindy Endres at cendres@albany.edu)
- Nominations to carry the College gonfalon at the Undergraduate and Graduate Commencement ceremonies are due 4/1/15 (send one undergraduate and one graduate student name and nomination information to Jay Oddi at joddi@albany.edu)
- CAS Ice Cream Social is Monday, 5/18/15, 2:30-4:00 p.m., Campus Center West Lounge (invitations forthcoming)
- Faculty Participation Requested: Open Houses for Accepted Students are 4/11/15 and 4/12/15 (send name of department representative to Jay Oddi at joddi@albany.edu by 3/25/15)

Old Business

Update on the Interpretation of SIRF Scores

J. Delano discussed which items on the SIRF were strongly and weakly correlated with the Instructor Overall score. The data represent 4,000 responses from courses at different levels and in different disciplines. Response rates varied across courses depending on course size and instructor encouragement. Knowing it is important to tenure/promotion decisions may encourage students to complete the SIRF.
Compact Planning

Dean Wulfert briefly reiterated the compact planning process. Departments will submit letters of intent in late March/early April to be reviewed by the Dean and an advisory committee. The most promising projects will be selected for submission of full proposals.

Graduate Admissions

Some departments use current GAs to follow-up with applicants to graduate programs whose files are incomplete. It was suggested that this might be a good recruitment strategy and that it allows for potential graduate students to talk to current students to gain insight in the programs.

New Business

CRM (Customer Relation Management) System Demonstration - Robert Andrea, Assistant Vice President-Academic Affairs and Timothy Lee, Director-Undergraduate Admissions

The new CRM allows the University to send tailored and targeted messages to prospective students based on their interests. When a student requests information about the University, she fills out a form that asks about her interest in academics, athletics, extracurricular activities, etc. Once the student submits the form, a personalized URL is created that becomes that student’s landing page. The left menu on that page reflects the information that the student submitted on the form. There is also a live Facebook and Twitter feed and links to directions to campus, financial aid/cost of attendance, study abroad, campus life, and UAlbany traditions.

Students register for events like Open House through their landing page. The main banner message changes as a student’s status changes (e.g., when a student pays her deposit, it will read, “Elizabeth, you’re coming to UAlbany.”)

Information about a student’s intended academic program is linked to the landing page. Departments should work with the Admissions Office to craft language about their programs to highlight what makes them particularly attractive compared to other institutions.

The Chairs asked questions about the security of the information provided by users of the system.

Faculty Searches

Dean Wulfert discussed the results of the College’s 2013-14 faculty searches. About three quarters of the CAS searches resulted with the top candidate joining the College faculty. This number indicates that the College’s recruitment and hiring processes are efficient. Not only the Dean, but also the Provost reviews Departments’ selections and prioritization of new hires.

The Provost has convened a committee to look into the concerns of non-tenure-track faculty members. Members of this committee may reach out to Chairs to help contact these non-tenure-track colleagues.

Adjournment: The meeting was adjourned at 4:04 p.m.

Handouts: Agenda
Minutes of the February 4, 2015, Meeting