CAS Faculty Council Meeting Minutes
November 13, 2019 2:45-4:15 p.m., Arts and Sciences 122


Not in attendance: E. Fretwell, R. Friedman, Y. Li, J. Liu, W. Liu, R. McClamrock, M. Yigit,

1. Call to Order
   - Chair Chen called the meeting to order at 2:47 p.m.

2. Approval of Minutes for October 9, 2019 CAS Council Meetings
   - Minutes from the September 11, 2019 meeting were approved as corrected, with four abstentions.

3. Chair’s Report
   - Chair Chen attended the Chairs Council Meeting.
   - Dean Kevin Williams from The Graduate School visited the Council of Chairs meeting to discuss the move to a more centralized graduate school model.
   - Harvey Charles, Dean for International Education also presented on internationalization.
   - November 15th is the final deadline for the UAlbany Mandatory Training Skillsoft E-Learning Program.

4. Senate Report
   - Vice-Chair Pelosi attended the Senate Meeting on October 23, 2019 on the downtown campus.
   - Chair Lawrence said that Open Access will be implemented by March 2020.
   - Vice-Chair Pelosi reported that the Provost, when asked by a faculty member from the floor, suggested that future hires might eventually need to demonstrate the ability to teach online.
     - Chair Chen responded that he has invited someone to talk about online teaching.
     - Dean Altarriba added that perhaps more immediately the Provost wants to prepare hiring committees to require candidates to demonstrate teaching ability, e.g. by giving a lecture or teaching a class in addition to the standard research presentation.

5. New Business
   - Chair Chen indicated that he has invited guest speakers from the international office, campus libraries, and online teaching (as mentioned above). In addition, he asked for recommendations for potential future guest speakers.

6. Dean’s Report
   - Dean Altarriba gave the following announcements:
     - Mandatory Training Skillsoft E-Learning Program for all Employees: remaining modules are due by 11/15/19.
- Non-mandatory Fall T&P cases are due to the CAS Dean’s office by 11/15/19.
- Full CAS Faculty Meeting is Wednesday 12/4/19 (2:15-4:15 p.m., CC Boardroom).
- President’s Excellence Award nominations are due Friday 12/6/19.
- CAS Holiday Social is Tuesday 12/10/19 (2:00-4:00 p.m., Futterer Lounge, PAC).
- Course Action Forms are due no later than Friday 2/28/20. Please submit program related proposals before the last day of classes in the Fall semester (12/9/19). Bear in mind semester registration dates when specifying the effective semester for proposals and send proposals to Cindy Endres at: cendres@albany.edu. Please use updated forms available on CAS website.
- Collins Fellowship Nominations are due by 2/2/20.
- Thanks to all who participated in the Open House for Prospective Students.

Dean Altarriba presented on the budget and enrollment:
- She will distribute Todd Foreman’s complete slides as an email attachment, which includes a discussion of delayed searches.
- We have a tuition-driven budget model; state support is ultimately 10% of our operating budget.
- We have very strong research funding in general, but it doesn’t sustain us nearly as much as tuition does.
- We had anticipated enrollment growth between 2018-2019 and 2019-2020, but we had a significant shortfall; there is a figure attached to each individual beyond tuition to include fees, room and board, etc.
- We also have to contend with off-campus housing that is going up around campus, because it represents a loss of revenue from room and board.
- We reviewed the budget by category of expenditure; 63% of our budget is for salaries and fringe, 11% goes to student scholarship support; 9% goes to debt service & rental; 9% to supplies, travel, and equipment.
  - We increased graduate student stipends to stay competitive, but that money has to come from somewhere.
- We are now dealing with a ~ $11.4 million deficit, and about half was made up with reserve funds.
- The desire is to increase enrollment for the Fall of 2020.
  - How can faculty help enrollment, recruitment, and retention?
  - We would like guidance on how the faculty can be involved; and on what are best practices for engaging with this challenge both at the graduate and undergraduate levels.
- CAS was one of the few colleges that met enrollment targets at the graduate level; we need to do about the same this year; we have now been given an even larger target (just a handful more students for the college overall).
- When faculty lines turn over; the Dean no longer has the ability to return lines. All available lines are centralized for redistribution by the Workforce Planning Committee.
- Question from the floor: what are the explanations for missing the enrollment targets by such a large margin?
  - When we lose students who come, but depart, one main reason is that students want to be closer to home, which is partially an economic decision.
- The competition is in New York City, where many students can live at home; relatedly, 25% of our undergraduates report that they have no money to apply towards undergraduate education when they begin.
- Community colleges are doing very well and the considerations are largely economic; looking to enter the job market sooner and spend less money doing it.
- Tuition discounts at well-known private institutions are also a factor.
- Colleges in the Northeast have been particularly hard hit.
- We need to create more of a local pipeline to enroll local students; one such effort is called the Student Showcase.
- Then of course, was the enrollment target realistic?

7. Committee Reports
   - Nominating: Nothing to report.
   - Tenure and Promotion: Half way through the mandatory cases for the fall; encourage departments to be patient, because it’s a huge pile.
   - Faculty Development: FRAP-A reviews are complete; the software system was confusing; so there was some small delay.
   - Academic Programs: Approved 16 proposals and 3 pending.
   - Academic Support: Nothing to report.

8. Old Business
   - There was no old business to discuss.

9. Adjournment
   - The meeting was adjourned at 3:30 P.M.