**College of Arts and Sciences**

**Minutes of the Assembly Meeting of March 26, 2019**

**Oakland Room, Gold Room B, 3:30 p.m.**

**Members present:** *Anasti, Andrews, Berven, D., Berven, K., Campoy-Cubillo, Chapman, J., Chao, Cheng, Cholis, Corso, Dulio, Eis, Garfinkle, Gram, Graves, Hansen, Kozak, Larock, Mathew, Nielsen, Reger, Smith Bohannon, Trivedi, Wieden*

**Members absent:** *Barry, Epstein, Jamison, Law-Sullivan, Li, Ma*

**Ex-Officio present:** *Banes-Berceli, Corcoran, Stewart*

Dean Corcoran called the meeting to order at 3:30 p.m.

**1. Minutes of January 25, 2019**

The minutes of January 25, 2019, were approved.

**2. Discussion and Affirmation in Support of the Development of Cinema Studies as an Independent Department**

Dean Corcoran introduced this topic as a discussion item for Assembly members. He said that the Cinema Studies Program, currently housed in the English Department, has a proposal and is looking for feedback in an informal way to become a “big D” department within the College of Arts and Sciences. Andrea Eis represented Cinema Studies at this meeting as their program director. She said they are presently rather invisible because they are a program within a department and so it is difficult to make themselves known to the outside world. And yet she explained that Cinema Studies has their own separate budget, their own separate curriculum, different technological needs and facilities, and so they need both a place within the structure and a separate identity within the CAS. She noted that this program has grown tremendously in the last several years, with the number of majors up over 500 percent since the program’s inception in 2009, and the filmmaking specialization up 32 percent in fall 2018, from its start in fall 2017.

 The following are examples of the suggestions, questions and comments made at the meeting:

* Connect the proposal to credit delivery.
* Make sure credit delivery is proportionate to faculty.
* Indicate how many faculty and staff would be needed. As of fall 2018, eight full-time/tenured or tenure-track faculty and two special lecturers serve the program.
* Explain clearly the rationale for having Cinema Studies as a separate department.
* Get information about other universities to see whether they have wrestled with this issue and whether the decisions have been positive or negative.
* Take into consideration the criteria for workload policy, merit, promotion and tenure, because these would need to be written and approved.
* Consider whether Cinema Studies should be placed in the category of “Humanities” rather than in “Language and Literatures” for representation at the Senate, if and when the change is made.
* Clarify if there is growth potential.
* Indicate if the English faculty members are in favor of this move since it would affect their department.
* Do not shy away from asking for what is needed to become a department, as far as faculty, space and technology.

 Ms. Eis stated that they have already developed tenure and review procedures, and she noted that the year 2020 would be a good target date for the change since that is the date of the contract re-negotiation. She said that they predict the need for seven full-time faculty members and two special lecturers. She was confident that there is potential for growth based upon the growth they have already seen. She added that “Cinema Studies” is not the best name, and although they have not come up with the new name yet, they believe the word “film” should be part of it. She said that there has been no negative feedback from the English department about this change, just support.

**3. Update on the Evidence of Teaching Effectiveness Initiative**

Dean Corcoran encouraged all Assembly members to look carefully at the report titled “Evidence of Teaching Effectiveness Initiative Phase One,” which is available for perusal on the university website. He said everyone should be aware of this process and pointed out that a Phase Two would probably be coming along in the not-too-distant future. The Phase Two part of the report would involve implementation.

**4. Plans for Program Reviews in CAS**

David Dulio said that this issue dates back seven years when some departments declared that the program review process had gotten to be too much. He explained that there is now a new template for program reviews that will make the task for doing a program review far less onerous and time-consuming than previously. Instead of turning in a lengthy report of hundreds of pages, which has been done in the past, departments now will be able to reduce their reports to five pages using the new template. He noted that the English Department and Woman and Gender Studies have already done program reviews using the new template, and they went well. This information about a new template was seen as a very positive step among Assembly members. Mr. Dulio noted that the new template will be especially relevant for departments that do not have outside accreditation to contend with, for which there are discipline-specific requirements.

**5. Good and Welfare**

Fay Hansen reminded everyone that they can buy “farm shares” for the organic farm on campus. These shares can be purchased at the Rec Center.

 David Gram said he would have liked to have encouraged people to attend the latest production in MTD of the musical “Tommy,” but that—unfortunately for Assembly members hoping to go, but fortunately for the MTD—performances had already been sold out.

Respectfully submitted,

Dikka Berven (secretary)