

Arts and Sciences Department Chairs

Meeting of December 6, 2018

12:00 - 1:30 pm, Trustees Room, Low Library

Minutes:

Maya Tolstoy, interim Executive Vice President and Dean of the Faculty, welcomed everyone to the meeting and provided the following remarks and updates:

- New staff announcement:
 - Carolyn Keen joined the EVP office as a Special Assistant to the EVP.
- Staff departure announcement:
 - Fred Palm, Chief Administrative and Academic Affairs Officer, has accepted a position at the Social Sciences Research Institute.
- GSA Union:
 - The university agreed to bargain, which will begin no later than February 26th, 2019. There is a no strike agreement until April 6th of 2020.
- Uris Vision Committee:
 - The draft report that outlines the framework of an academic vision for the building is almost ready for distribution to faculty. There will be opportunities for discussion early in the Spring. Please check A&S website for summary [minutes](#) of the discussion.
- The Columbia Trustees approved the formation of the new department of African American and African Diaspora Studies. There will be a celebratory event in the Spring.
- EVP Tolstoy introduced Alex Halliday, incoming Director of the Earth Institute.

Alex Halliday, Director of the [Earth Institute](#) provided an update on his background, interests, and plans for engaging with the Faculty of Arts and Sciences as incoming Director of the Earth Institute.

- The Earth Institute should not be viewed as competition, but rather as a resource to departments and deans. He is working to engage with A&S departments and other departments and schools. He does not want EI to be defined by centers, which are subject to funding variabilities. He sees many possibilities to collaborate on climate change, sustainability, and other topics that require interdisciplinary work.

Alessandra Casella, Chair PPC Subcommittee on Bylaws and Professor of Economics presented the recommendations of the PPC Bylaws Guidelines and Recommendations.

- All units should have bylaws;
- They should be accessible, ideally on the unit's website;
- The bylaws should be part of ARC;
- Centers and institutes should also have bylaws;
- The committee decided not to provide a single template because the needs of each department differ, and the departments should be invested in their own bylaws;

- The committee has a series of recommendations as to what should be included in every set of bylaws.

Maria Uriarte, PPC Chair and Professor of Ecology, Evolution and Environmental Biology presented an update on the PPC Lecturer Report and PPC's response. PPC has two recommendations:

1. Creation of a lecturer advisory committee; there will be an election for members.
2. Creation of a subcommittee to revise the review guidelines for lecturers.

Rose Razaghian, Dean of Academic Planning and Governance, presented an overview of the newly developed online Faculty Information Form.

- It was developed in response to a recommendation from the Equity Report. It will allow easier tracking of service, teaching, mentoring, and scholarship.
- Some fields will be prepopulated, reducing the work for faculty.
- It will be centrally collected, easing the burden on department administration.

Respectfully submitted,

Carolyn Keen