

CAS Policy Committee and Steering Committee

September 24, 2018

The Steering Committee: 2:30 – 3:30 pm

The Policy Committee: 3:30 – 5:00 pm

Meeting Location:

CAS Conference Room, 830 Clemens Hall, North Campus

AGENDA

1. Finalize the Spring 2018 Elections

a) appointment of Charles Smith to the Policy Committee, presented by a Chair of the Election committee, Sasha Pack.

b) Election and approval of new members to the Steering Committee. The Steering members consist of the Chair of the Policy Committee, the Vice Chair, Richard Plotkin and seven members from the Policy Committee. No two members shall be from the same unit.

c) The CAS Curriculum Committee has elected Michelle Benson as Chair of the Committee for a two-year term. Approval of the election of Michelle Benson and the committee membership. The current membership of this committee includes the following faculty: Susan Eilenberg, Mary Bisson, Dana Fields, Paul Vanouse, and Jong Han.

d) Election of CAS Awards Committee. The current membership of the CAS Awards Committee includes the following faculty: Jason Benedict, Susan Cahn, Derek Daniels, Shawn Irlam, & Mary Nell Trautner.

2. **College of Arts and Sciences Publication Subvention Fund Policy [draft]**

September 10, 2018

This policy clarifies the usage of endowed funds for publication subvention in the College of Arts and Sciences. The policy echoes the Julian Park Fund and, importantly, does not signify additional funds being directed to publication subvention by the College.

Publication subvention is intended to assist in the publication of an already accepted, peer-reviewed work by a university press or other reputable scholarly press. Examples of acceptable costs include extra fees for reproduction of artwork, manuscripts, maps, photographs, graphs, and charts; rights for use of music, film, or video clips; or other special permissions or requirements. Funds may not cover self-published works, or the entirety of publication costs. Researchers and endowed chairs utilizing funds for such subvention expenses need advance approval from an appropriate supervisor (e.g., department chair or associate dean), and must present both external peer reviews and contracts for transparency

regarding revenue. Authors must acknowledge the subvention support by naming the endowed funds, their department(s), and the College of Arts and Sciences.

3. Formation of the Department of Environment and Sustainability: introduced by Dean Robin Schulze

4. Update on activity of the Sub-Committee for Mentoring Clinical Faculty, explanation updates presented by Lara Hutson, new developments on the issue presented by Dean Robin Schulze

5. College of Arts and Sciences By-Laws suggested revision (draft, with bold showing revised language)

The Curriculum Committee shall consult, review, report, and recommend to the Policy Committee matters concerning educational programs within the College of Arts and Sciences, including **programs sponsored jointly with other schools and colleges at the University at Buffalo. These matters include (but are not limited to)** admission standards, degree requirements, and course development and approval (Explanation by Dean Robin Schulze)