CAS Dean’s Council Summary
April 02, 2014

Summer office schedule:
- Departments can choose to do the regular (8:30-5 M-F) or alternate (8-5:30 M-R and 8-11:30 on Fridays) office schedule during the summer. If you do alternate hours, it goes into effect from May 12-Aug 1. If you do regular hours, note that the AC will be turned off at noon on Fridays.
- If you use the alternate schedule, make sure the website reflects that, and make sure the chair and admin voicemails include that info and direct people to the dean's office x2160 number on Friday afternoons.

General education changes:
- The chairs continued their discussion of the proposed general education changes, and prepared a statement reflecting their views and suggestions.
- The resolution was drafted and approved at 4:07. It will be brought before the CAS Faculty Assembly on Friday to see if they want to also endorse it.

Announcement:
- Activity insight is ready to be used now. It won't be used for annual reports this year, but will be available for people to start uploading and entering their information. It would be really helpful for everyone to log in and check that they have access and that their previously entered info is correct.

Adjourned at 4:15