



College of Liberal and Applied Arts Chair Council Minutes

February 7, 2011

The meeting began at 2:30pm in room 273D of the Ferguson Building. The people in attendance included the following:

Dr. Ron Anderson (Psychology)
Dr. Freddie Avant (Social Work)
Dr. John Dahmus (College Council)
Dr. Troy Davis (History)
Dr. Steve Galatas (Government)
Ms. Dixie Groll (Assistant to Dean)
Dr. John Hendricks (Communication)
Dr. Brian Murphy (Dean)
LTC Todd Reichert (Military Science)
Dr. Mark Sanders (English)
Dr. Jerry Williams (Sociology)

Dean Brian Murphy introduced Ms. Caroline Sullivan from Aramark who provided information on a recycling initiative. The chairs elected to participate in the program (Recyclemania) by having departmental paper bins collected on a weekly basis. Dr. Jerry Williams indicated that the College's new service learning program could adopt sustainability as a focus in the upcoming academic year.

Dean Murphy asked the chairs for their input on how to update the College's strategic plan to take into consideration the current budgetary woes. The chairs had prepared a strategic directions document in the summer that was submitted to the College Council for its consideration. It was decided that the Council would utilize the strategic directions document as a springboard for updating the strategic plan through 2013. Once the Council has completed a draft, it will be reviewed by the chairs for feedback. The goal is to have an approved plan in place at the conclusion of the semester.

Dean Murphy raised the issue of a college-wide Honors Banquet. The concept had previously been approved and it was time to iron out the details. Drs. Jerry Williams and Mark Sanders agreed to serve on a subcommittee to establish a format for the event. The College Council will designate two representatives for the subcommittee as well. A draft format should be available for discussion at the next meeting of the chairs.

As an information point, Dean Murphy notified the chairs that the final exam date for May-mester has been moved back one day to June 2nd to accommodate a scheduled furlough day. Dean Murphy also provided information about the upcoming re-accreditation visit (March 1-3). During the three-day period, chairs are requested to be in their offices, to have printed minutes of departmental meetings for the past three years, and to complete justification forms for any adjunct or full-time faculty member whose credentials to teach courses in a discipline may require explanation.

Dean Murphy asked the chairs to provide feedback on three recent changes: the allocation of HEAF funds based on updating classrooms as the priority, the implementation of the new faculty evaluation instrument, and the success of the tenure-promotion process. No criticisms were levied against the first two changes but the role of the college-level committee in the tenure process was challenged on the basis of its function.

Dean Murphy informed the chairs that a new college website will be launched relying upon the university's "red dot" system. This system will allow updating of the website with little technical knowledge. Dean Murphy reiterated the difference between "double majors" and "second majors" in light of the conversion to Banner, which cannot accommodate second majors. Since students with second majors will have to be handled by hand, it may be a good time to consider the viability of retaining this option.

Dean Murphy noted a couple of recent problems with internships and asked the chairs whether a college policy would be advisable to prevent the continuation of questionable practices. The chairs concurred that a policy could solve existing problems and Dean Murphy promised to submit a draft at the next meeting. Dean Murphy alerted the chairs to a change in practice by the Office of Research and Sponsored Programs. In the future, cost-share contributions for grants will be pulled from the designated budget and set aside in a separate account dedicated exclusively to the grant. Thus monies earmarked for a match will disappear once a grant is funded.

Dean Murphy concluded the meeting by reminding the chairs that astronaut Alan Bean will be speaking on campus on April 14. Scanners will be available to record student attendance.

The meeting adjourned at 4:05.