Department Chair Minutes

April 4, 2016

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

Dr. Freddie Avant (Social Work)
Dr. Steve Cooper (Multidisciplinary Studies)
Dr. Kwame Antwi-Boasiako (Government)
Dr. Steve Cooper (Multidisciplinary Programs)
Dr. Marc Guidry (Associate Dean)
Dr. John Hendricks (Mass Communication)
Dr. Scott Hutchens (Psychology)
Dr. Brian Murphy (Dean)
LTC Paul Pfeiffer (Military Science)
Dr. Mark Sanders (English)
Dr. Bob Szafran (Anthropology, Geography, Sociology)

Dean Murphy commenced the meeting by circulating information about the college’s upcoming Honors Banquet. The handout included deadlines and program format. Dr. Mark Barringer provided an updated about the conversion of en bloc credit into SFA equivalents for purposes of CAPP auditing. He previously circulated an email that proposed possible equivalents and requested the chairs to review the listing for accuracy.

Dean Murphy stated that a luncheon will be held for chairs later in the month to review the mechanics of next November’s College Day@SFA. Dean Murphy next distributed a proposed strategy for academic planning that is under consideration by the deans. The goal is to conduct a campus-wide discussion to solicit input on promoting academic excellence across the university.

Dean Murphy announced that graduate assistantships would be divided into three categories next year: administrative, teaching, and research. He further noted that Dean Richard Berry of Graduate Studies requested an increase in the level of assistantship stipends, a request pending Board approval. Moreover, the Graduate School will also permit the consolidation of two graduate awards into one to enhance the stipend provided to a single student.

Dean Murphy distributed the draft of the college’s Metrics of Excellence and asked the chairs to review their departmental section. The metrics will be presented to the college’s Advisory Board next week. Additionally, a social media internship will be created next Fall to promote the college’s academic departments.

Dean Murphy reported that the Provost is requesting greater detail in the completion of reassignment forms. He asked that specific reassignments (e.g., graduate coordinator) outlined in the college’s Policy and Procedure Manual should be used as templates in the future.

Dean Murphy circulated a proposal by John Calahan, Coordinator of Space Scheduling, to shift the responsibility of classroom maintenance largely back to academic departments. Dean Murphy reminded the chairs to supply him with significant faculty accomplishments by day’s end for possible recognition at the upcoming Board of Regents meeting.

Dean Murphy called the chairs attention to the new workload policy as it applies to lecturers. As interpreted by the Provost at the last Deans Council, lecturers beginning in Fall 2016 will have the option of either teaching a 5-5 load or a 4-4 load with a scholarship expectation.

The meeting concluded with a review of upcoming deadlines and adjourned at 3:28pm.