



## *College of Liberal and Applied Arts*

### Chair Council Minutes

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*November 1, 2010*

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

Dr. Rick Abel (Government)  
Dr. Ron Anderson (Psychology)  
Dr. Freddie Avant (Social Work)  
Dr. John Dahmus (College Council)  
Dr. Troy Davis (History)  
MAJ Kwang C. Fricke (Military Science)  
Ms. Dixie Groll (Assistant to Dean)  
Dr. John Hendricks (Communication)  
Dr. Brian Murphy (Dean)  
Jeana Paul-Urena (Modern Languages)  
Dr. Mark Sanders (English)  
Dr. Jerry Williams (Sociology)

Dean Brian Murphy introduced Ms. Holley Gaskill who founded the student organization, Polar Bears on Parade. Ms. Gaskill explained that the purpose of the organization is to reduce energy consumption on campus and invited the college to participate. The chairs unanimously agreed to align with the Polar Bear initiative in an effort to lower energy use in the buildings occupied by its departments. The next meeting will explore ways to collaborate in a formal way.

Dean Murphy provided a series of updates from the most recent Academic Affairs Council:

- A change in prerequisites requires approval from the university's curriculum committee;
- While second majors remain an option, the Banner system cannot accommodate them necessitating entry by hand;
- Despite conflicting information in the past, double majors are allowable at SFA;
- Annual performance evaluations of faculty should be truthful, even if negative, to provide adequate opportunity to improve before tenure and/or promotion decisions;
- Departmental recommendations on possible 20% cost reductions for Summer 2011 are due in the Dean's Office on November 8.

Dr. John Dahmus presented the recommendations from the College Council on revising the faculty evaluation instrument. Additional modifications were made to the form and Dr. Dahmus promised to convey the alterations to the College Council for its input. Dean Murphy reported that the review of HEAF allocations would be delayed until later in the week to allow additional time to collect estimates. Dean Murphy next distributed the charge that will be read to the college's tenure and promotion committees. He requested feedback from the chairs on whether the charge was clear and conveyed the appropriate information. Dean Murphy also requested the chairs to examine a handout outlining the membership of the tenure and promotion committees as well as the list of candidates in order to determine if any errors or omissions existed.

Dean Murphy presented reports from the various subcommittees designed to provide feedback on the College's unit goal assessment results. The chairs reviewed each report individually and approved the actions proposed to remedy areas of cited as deficient.

The meeting adjourned at 4:30 pm.