

Faculty Meeting Minutes
September 16, 2005

In attendance: Bridwell, Daniel, Gilbert, Greer, Marques, Mize, Perritt, Saracino, Swearingen, Underwood, Wittenbach, Pfaffenberg, Fredrick, Russell

Not in attendance: Martin

Dr. Greer opened meeting asking faculty to vote on whether to have baskets for homecoming. Faculty decided to make 3 baskets. Dr. Greer will send a memo regarding what faculty will bring. Baskets will be made the 27th or the morning of the 28th.

Decide on a date for the Department tour for the College of Education. Dr. Underwood spoke about what each program would do. Dean's advisory committee will have to approve what is decided. Sally Ann Swearingen and Marie Saracino to chair the committee, Lynda Martin and Carl Pfaffenberg to help. Dr. Wittenbach and Dr. Kenner are on the Dean's Council.

Dr. Martin needs AAFCS information completed, Nelda to e-mail form set up in excel to faculty to complete because original form is hard to fill in.

Two program areas need to be completed. Vita - Dr. Marques and FAR – Faculty Activity Reports must be completed and turned in by _____. Dr. Martin needs a hard copy of report to be given to her. Dr. Daniels and Dr. Pfaffenberg are to complete their reports early because of the Pre-Tenure or retention review.

Faculty meeting times decided:
October 21, 2005 at 12:00 p.m.
December 02, 2005 at 12:00 p.m.
January 12, 2006 at 1:15 p.m.

Faculty retreat voted down.

Spring classes begin January 17, 2006.
Progressive Dinner discussed for December. Need four hosts for holiday celebration. Dr. Underwood will e-mail about the time and who will host.

Dr. Mize corrected and confirmed advising hours. Copy of list was given to Nelda and Mildred. It was decided that if a instructor could not meet their advising hours that they would not have anyone cover for them. They will put a note on their door notifying them they would not be in and to come to the office and we will speak to them.

The Mission Statement was voted in unanimously with one *change*. Faculty would like to post the statement in both buildings.

New mission for the department was voted on:

**Prepare professionals to seek and apply knowledge *in* Human Sciences
for the benefit of individuals and communities in a global environment.**

FCS – Course questions – course composite for HMS 478 due to Dr. Underwood by October 31, 2005. Dr. Underwood will send an e-mail to remind faculty.

FCS – Competency Statement must be on Course. Course number must be on degree plan.
Coordinators must clean up and have course numbers -8 professional standards-shows were
course is being taught.

Composite Teaching Certificate Degree plan need 50 questions on each course on degree plan.

Parent's Day – Ambassadors? Open building for tour?

Spring courses –

Chair Curriculum Committee

100 & 400 need to be offered in the spring

10:00 – 10:50 – HMS 100 Dr. Martin

12:30 – 1:45 – HMS 400 Dr. Martin

- HMS 300 Mckibben Bld

Dr. Martin – Pagoda Room & Living Room

Change Pagoda Room to Lounge

Change Living Room to Dining Room – Quantity Services

Sally Ann Swearingen

Voted to make change.

Dean's Council – standardized syllabi format must be ready by spring.

Accredited programs – will there be any exceptions?