

HSS Department Chairs Meeting Agenda

February 4, 2010

1. No Dean's Council
2. Dept. budgets—Some of the state appropriated accounts have too much money in them. The dept. chairs need to work with their admin's to make sure the money is spend before June 30th. The accounts could be wiped before June so dept. chairs need to justify money still in accounts.
3. IDEA—Jim stated that the IDEA workshops were a success, however, there were two concerns: when IDEA would be administered and how. It was decided that IDEA would be administered over weeks 12-13 which is the 1st and 2nd weeks in April. The Departments would decide how to administer it.
4. China—Several members of the university went to China to foster educational exchanges. 3 of the 7 top projects would come from our college. The 1st would be the Confusus Institute, the 2nd would be a 2+2 program in Sociology and 3rd would be a 1 year certificate in Public administration
5. Faculty Senate committee—the faculty senate is forming the Faculty Equity Committee which would look into workload and compensation and other similar issues. They would like one person from HSS to sit on the committee.
6. B. I. S. degree—Steve Barney is concerned about the B.I.S. degree with a psychology emphasis. The student only has to take 2 classes to get the psychology emphasis. Dean will take this to Dean's Council.
7. Graduation and Commencement: Department Outstanding Student names—**DUE TODAY**
8. Training—Thursday, February 4th—Microsoft Word—How to merge
9. Left Over Items:
 - a. LRT Policy Revisions
10. Announcements
 - a. We have been notified that you have been awarded an additional \$1,750.00 in hourly wages for:
 - i. 1-Advertising & PR Prod Asst
 - ii. 1-University Journal Prod Asst
 - b. How would you like this money divided and what Organization number do I budget it under?
11. Department items
12. Reminders
 - Monday, February 1st - Scholarship application deadline for continuing and new students
 - Friday, February 5th - Fifth Week Reports due
 - **Monday, February 15th - President's Day Recess**

- Friday, March 5th - Last Day to withdraw from an individual class with a "W" on record
 - **Monday, March 15 - Friday, March 19th - Spring Recess**
 - **Friday, April 2nd - Good Friday - No Classes**
 - Tuesday, April 13th - Deadline for awarding Department and Endowed scholarships
 - Thursday, April 22nd - Spring Class Instruction ends
 - Friday, April 23rd - Study Day
 - Monday, April 26th - Thursday, April 29th - Final Exams
 - **Thursday, April 29th, HSS Academic Awards Ceremony**
 - Friday, April 30th - Commencement Ceremony
 - Saturday, May 1st - College Commencements
 - Monday, May 3rd - Three-Week Maymester begins
 - Monday, May 30th - Memorial Day
 - Tuesday, June 1st - Summer School First Five-Week Session begins
13. Next Meeting: Wednesday, February 10, 3:00 p.m. - CN 233