

HSS Department Chairs Meeting Agenda

January 27, 2010

1. Dean's Council The Regents designated SUU as the State's Liberal Arts and Sciences Institution. The Governor proposed a 5% base budget cut. Charles Schroder came up with a set of retention recommendations. The books ordered through Inter-library loan will be charged a dollar a day late fee.
2. Nominations for Eccles Visiting Scholar—The department chairs need to submit some names to Jim
3. Advising within the major—Carly is leaving. There could be a gap in the advising process.
4. Surveys – MAPP and College--Instructors should make an announcement and hand out a flyer encouraging native SUU juniors and seniors to take the survey. When they take the test they are entered into a drawing for a IPOD Nano.
5. Credit by Exam—CSIS wants to raise the cost of the credit by exam to \$20.00 per credit.
6. Software Licensing for Students—dept. chairs should get software needs to the dean.
7. 5th Week Reports—Instructors can use these reports to give feedback to all students. It could improve retention. However, it is optional.
8. Career Fair
9. Graduation and Commencement - don't forget Department Outstanding Student names - deadline next week February 3, 2010
10. Training – Thursday, January 28 2 pm to 3 pm ELc 206 Requesting WorkStudy
11. Provost Open Forum Review/Questing/Comments
12. IDEA—There will be two workshops to answer any faculty questions on IDEA.
13. Left Over Items:
 - a. LRT Policy Revisions
14. Department items
15. 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

16. Next Meeting: Wednesday, February 10, 3:00 p.m. - CN 233