

Minutes
HSS Department Chairs Meeting
Wednesday, April 29, 2009
4:00 p.m. CN 233

1. *Dean's Council Items: no dean's council this week*
2. *HSS Senators:*
3. *Department/Other Items*
 - a. Contracts were given to department chairs to give to their faculty
 - b. There will be a little additional Adjunct money this year, if you are down a professor submit your requests to the dean
 - c. Department Data – 10 years, still waiting for new reports from Bruce Tebbs
 - d. 5 year HSS Academic Program Review from University Committee, e-mailed to the chairs for comments
 - e. Approve Academic Awards program
 - i. Still need scholarship information from Communication
 - ii. Don't list amounts and names just total # of students and total \$ amounts
 - iii. Each department chair will say one line about the awardee
4. *HSS Commencement Volunteers arrive for last half of meeting*
 - a. Commencement Update
 - i. Volunteers Needed <http://www.suu.edu/ss/admission/weekend/app/usher.html>
 - ii. no entrance to Centrum starting Friday at 5:00 p.m.
 - iii. Bomb search Saturday – leave all drawers and file cabinets unlocked
 1. Faculty concerns were brought up about confidential and personal information being located in files and draer
 - iv. Walk Through HSS Commencement
 - v. Jon Smith is announcing names as department chair and will need to hood master students as well for those he is the chair of their committee
 - b. Leadership Certificate R401
5. *Next Meeting: Wednesday, May 6th, 2009 4:00 p.m. CN 233 – this meeting will include Program Fees*
6. *Reminders*
 - a. LRT Policies
 - b. Internship Credit - Task Force Department Policies needed (have Psychology, Political Science, History and Sociology)
 - c. Dates
 - i. Thursday, April 30th - HSS ACADEMIC AWARDS - Great Hall 6:00 p.m.
 - ii. Saturday, May 2nd - Commencement
 - iii. Wednesday, May 6th – Grades Due
 - iv. Maymester - May 4 through May 22
 - v. 1st Session – May 26 through June 30
 - vi. 2nd Session – July 1 through August 7
 - vii. Wednesday, August 12th – All summer grades due
 - viii. August 16th – Faculty Contracts Begin
 - ix. August 17th - Opening Meetings
 - x. August 20th - HSS Fall Retreat

Joi, Bryce, Pauline, Kelly, Michael, Wayne, David

8:00 A.M. Line Up Handstamping

Please direct students to Wayne Williams and Jennifer Hunter then get them back in line

James – MEd will have the stamp for the master students

Line up in front of or behind the person they want to sit next to NOT stand across from

Volunteer Wall between students and protestors

8:30 March In

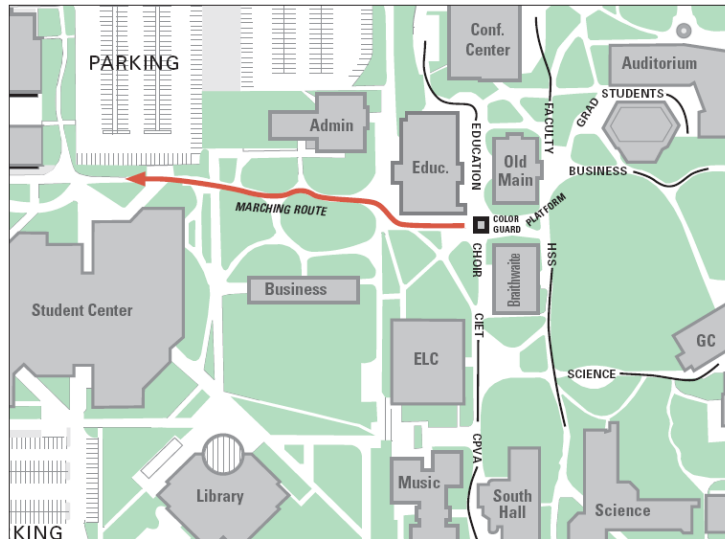
(Inclement Weather Lineup HSS in the Starlight room above Hogi Yogi)

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COMMENCEMENT LINE-UP

Students need to line up at 8:00 a.m.

March begins promptly at 8:30 a.m.



Pam, Joi, Pauline, Rudia, Sandi, Joan, Kelly, Jeb

1:00 Line up in the Centrum Tunnel

Students will go to their appropriate department to get their white card, white card must be completed in its entirety for the photographer

Wayne, Randle

1:30/1:45 March In

Marching order is

Trustee Mary Chamberlain, President Michael Benson, Provost Rod Decker, Dean Jim McDonald

Faculty

Associate

Bachelor

Communication

English

Foreign Languages and Humanities

History and Sociology

Political Science and Criminal Justice

Psychology

Masters - MPC then MPA

Jim Aton hands diploma covers to Mary Chamberlain through Assoc

Lamar Jordan hands diploma covers to President Benson through Bachelor and Master degrees