

## Chairs' Meeting Minutes

August 27, 2013

Started at 3:03

Present: James H. McDonald, Dean, David Admire, Matt Barton, Terrie Bechdel, Kyle Bishop, Art Challis, Pat Keehley, Elise Leahy, Mark Miller, Lynn White, Kristine Frost, administrative assistant

1. Enrollment—enrollment stayed fairly steady during the summer with a 3.2 decline. Two weeks ago, there were a number of people dropping classes and the decline went to 6.0. David Admire pointed out that people were dropped for nonpayment of tuition, but the numbers were coming back up as students paid their tuition.
2. Strategic Planning—Jacob Askeroth is setting up hour long meetings so Jim can meet with faculty in each department. He wants to have a discussion of each department's priorities, goals, and resources
3. Administrative backfilling when Jim is in Morocco—Elise Leahy has agreed to be the interim dean while Jim is in Morocco. He will do the FAAR reports before he leaves and asked to have all LRT materials submitted in an electronic format so he can work on it while he is gone.
4. Media—Twitter & [Facebook—suu.hss.ads@gmail.com](mailto:suu.hss.ads@gmail.com) Kristine stated that she had hired a student who is majoring in media. Emily Ronqueio will be updating the Facebook page and getting the college on Twitter. Send anything that you want on the Facebook page or tweeted to [suu.hss.ads@gmail.com](mailto:suu.hss.ads@gmail.com)
5. Department feedback—
  - a. David Admire stated that he noticed a dip in class size when classes were dropped for non-payment. He stated that class size has begun to rise as students paid and got back in classes.
  - b. Elise Leahy stated that all of their classes are full. She did state though that some of her students had been hearing that the orientation group leaders were tell in the incoming Freshman that they didn't need to take a foreign language and they shouldn't take hard classes. Jim will talk to the Welcome Center.

- c. Art Challis stated that all of their classes were full. There is one class that has two sections. One section has over the limit and the other session has only 8 students. He instructed his professors not admit students to full classes.
- d. Mark Miller said that their department's classes were full or nearly full.
- e. Lynn White stated that Psychology's classes are full.
- f. Pat Keehley said that MPA now has 100 students.
- g. Matt Barton stated that the MPC has 50 students with 14 newly admitted.
- h. Terrie Bechdel said that MSFS has double in size from last year and has 16 students.

Adjourned at 3:57