

Chairs' Meeting Minutes

November 26, 2013

Meeting convened: 3:08

Present: Elise Leahy, interim dean, David Admire, Matt Barton, Kyle Bishop, Lynn White, Kristine Frost, administrative assistant

Excused: James McDonald, Dean

1. Dean's Council

- A. There will be an EDGE evaluation after the Holiday break.
- B. There was a discussion on whether or not there should be a Table of Contents required for the LRT binders.
- C. The Provost wanted to know how the information that is given out in Dean's Council was disseminated to faculty. In the college of HSS, that information is discussed the Chairs' Meeting and the Chairs' are supposed to take it back to their departments

2. Others

- A. Dave wanted to know when classes should be closed for low enrollment. Elise will e-mail Jim

Meeting adjourned at 3:45 p.m.