Chairs’ Meeting Minutes
March 18, 2014

Meeting Convened: 3:02

Present: James H. McDonald, Dean, Art Challis, Matt Barton, Kyle Bishop, Pat Keehley, Elise Leahy, Mark Miller, Lynn White, Kristine Frost, Administrative Assistant

1. Dean’s Council
   a. Festival Update—299 various kinds of presentations—schedule online on March 28th.
   b. FIG’s—1. Fig Cluster in sciences & education—gen ed courses that feed into majors 2. Theme based FIG—Jared Wilkens—FIG coordinator—attempt to reframe the Gen Ed courses
   c. David McGuire 5.32 policy—employment policy
   d. AAC&U—Faculty can sign into and get individual associate memberships for $60.00 a year.
   e. NW will be here April 9th—Deans are being told to keep April 9th and 10th open. Harry survey is coming to a close—37% have taken the survey. Encourage faculty to take the survey.
   f. Revisited policy 3.61 on academic standards—nest in warning triggers to help students before they fail—approved.
   g. Revisited issue of information literacy. LM 1010 will vanish next year. Nest in modules in COMM 1010 or English 2010 or both.
   h. Approved idea that students that are finishing up in Summer and Fall can walk in May but just in college commencement.
   i. Welcome Week—Adjunct training in basic policy and procedures
   j. Senate—resolution recommending 850 per credit hour for adjuncts and overloads—How does the university pay for.
   k. 4% Tier 1 increase; no Tier 2 increase

2. Enrollment Management—enrollment is flat or decreasing, but average class size is going down a little. Now it’s time to look at enrollment and manage scheduling. We may not offer enough variety. Fig needs to be included in planning.
3. FSSF grant budget for April—those traveling in Nov. and Dec. wait until September to apply
4. Program fee budgets from departments—due April 21
5. Other—grad teaching assistants should go to adjunct training
   a. Need more nominees for Faculty Senate