



College of Humanities and Social Science

Chair Meeting Minutes

September 1, 2015

I. Call to order

Dean Jim McDonald called to order the regular meeting of the Chairs at 3:03 p.m. on September 1, 2015 at HSS Conference Room.

II. Attendance

Jacqueline Russell took attendance and the following persons were present: Dean Jim McDonald, Elise Leahy, Art Challis, Britt Mace, Jessica Tvordi, Mark Miller, Katya Konkle, Aimee Keller, and Jacqueline Russell

III. Approval of minutes from last meeting

There were no minutes taken at the previous meeting.

IV. Open issues: NA

V. New business

Introduced new College Business Manager, Jacqueline Russell. She will handle budget, operations, and schedules, among other things.

Dean McDonald shared notes from the previous day's Dean's meeting.

- A.** There are new innovations with the budget. The policy will hold in regard to the budgets carrying over fiscal years. In addition, there will be additional money being added to operating budgets with each new hire (2K increase). This is not true for replacements, but only new positions (1 FTE faculty is a new line). There is also a new explanatory narrative component to the Budget Book.
- B.** There was continuing discussion about the role of staff in teaching. This does not affect HSS as much as other colleges. For future courses, staff must have prior authorization to teach 1ICH or more.
- C.** There is continuing work to figure out multidisciplinary teaching (team teaching). The challenge is to workload tracking and possibility of splitting ICH per teacher (2 teachers= 1.5 ICH per teacher).

- D.** There is a huge renovation planned for the Sharwan Smith Center and this will cause the displacement of the Post Office (PO). The PO will partially move to the copy center in the library and mail processing will be in the motor pool. No news on the location of PO Boxes. Chic-Fil-A will be moving in the Sharwan Smith Center.
- E.** The Strategic Planning team (Marvin, Emily, Bill, and others) will meet once a week to move forward with the strategic plan. They plan to present it to the trustees by the December 3rd meeting. It should be available for review before it is presented.
- F.** There is a restructuring of how scholarships are distributed. Scholarships will now be awarded in a more structured manner. This could slow growth for the university (growth is now 9.5%) and raise the scholarship index. This change will help send revenue to the best students and will eventually raise the university profile. Students that don't meet the higher index can still be reached through College Connection that has a high retention rate.
- G.** Fred and Laurie spoke about BIOL1610 and 1615 which have a high DWF (33%). They are initiating a Peer-to-Peer program to reduce the DWF rate to a more acceptable level. The model will be large classes broken out into smaller discussion sections that each have a peer mentor. These sections will highlight critical thinking skills. One potential issue is workload distribution if additional credit is awarded with the course.
- H.** Richard Saunders discussed open access textbooks. This has the potential to save a significant amount of money, but the textbooks may not be appropriate for many HSS courses.

VI. Roundtable

- A.** Ravi Roy- Convocations speaker, Manfred Steger, is a Globalization and Global Justice scholar and is scheduled to visit the university the week before International Week. His visit can help build strategic relationships within the university and is associated with the Global Studies minor. There was discussion of offering him an Eccles Fellowship.
- B.** Canvas was fired up and more documents have been added to the HSS Department Chair's Council shell and we are also going to use it for the FSSF grant applications. The Faculty Scholarly Support Fund paperwork is due by September 4th and can be accessed from Canvas.
- C.** University building hours were established. Chairs were asked to take a look at the document and bring any concerns to Mike Humes. (Document available on Canvas.)
- D.** Provost is bringing in four candidates for the new position. They will be on campus for the next few days.
- E.** MPA received some positive PR. The Deputy Campaign Manager for the Governor wants to help the program.

- F.** Global Engagement Center plans to open a Confucius Institute. The endeavor will be partially funded by the Chinese Government. There are very few of these institutions in the U.S.
- G.** The 2+2 dual degree program is moving ahead. Some faculty will work at Wuhan Polytechnic in the future and a select subset of students will be here in the next two years. Construction Management is already underway. In November, the Dean plans to do recruiting for the program. This will allow some opportunities for cultural and language courses. Kudos to Nathan Price for the International Cheat Sheet for help with language issues that might come up with our growing number of international students. (Document on Canvas.)
- H.** AJ Cozzens, new Academic Affairs employee, is doing great things. Has set up #mySUUvoice on twitter.
- I.** Shauna, in collaboration with Communications, is providing Design Center Ideas.
- J.** Jason Ramirez is the new Dean of Students. He asked that if confronted with anyone regarding student behavioral issue to send them to him.

VII. Adjournment

Dean Jim McDonald adjourned the meeting at 4:12 p.m.

Minutes submitted by: Jacqueline Russell

Minutes approved by: Jim McDonald