

## Chairs' Meeting Minutes

December 7, 2010

- A. Deans' Council
  - a. ADB Bank building has been rented by SUU
  - b. The Presidents Council would like faculty to apply for more Fulbright opportunities—there are a week to 10 day opportunities.
  - c. The Board of Trustees approved the critter polity
  - d. There are far too many instances of unethical behavior on campus. The university is going to come up with a plan for university wide handling of unethical behavior.
- B. Scholarships—Kristine will get the scholarships out to each department. Each department needs to form a scholarship committee so that the best students get the scholarships.
- C. 4 year scheduling plans—Lindsay Fullerton has requested that the departments put together a 4 year scheduling plan. The Dean requested that each department put together a 4 year scheduling plan and get it to our advisor's so students can more effortlessly graduate.
- D. Next semester's chairs' meeting time—will be Tuesday at 3:00 p.m.
- E. FAAR's—The department chairs' need to discuss the FAAR reports with each faculty
- F. Syllabi—The faculty senate has requested that each faculty member put their syllabi on line rather than printing it out. After much discussion, it was decided that each department could do what they wanted.
- G. Other

### Reminders:

- December 6<sup>th</sup>—Rank and Tenure Applications due to ULRT Committee
- December 3<sup>rd</sup>—Fall Semester Class Instruction ends
- December 6<sup>th</sup>—Study day
- December 7<sup>th</sup>—Undergraduate Curriculum Committee
- December 7-10—Final Exams
- December 13<sup>th</sup>—New Freshman orientation
- December 15<sup>th</sup>—grades due
- December 15<sup>th</sup>—FAAR and Three-Year Review, reviewed by Chair with Faculty
- December 23-24—Christmas Break
- December 30, 31—New Year's Break
- December 31<sup>st</sup>—Post Tenure Review due to Provost
- January 10<sup>th</sup>—Spring Semester begins
- January 31<sup>st</sup>—Applications for Rank and Tenure due to Provost
- February 2nd Scholarship application deadline for continuing and new students