Chairs’ Meeting Minutes

January 11, 2011

1. Deans’ Council
   a. The university has named the University’s Valedictorian is Nicole Schmutz
   b. There has been a lot of discussion of budget in Dean’s council.
   c. The University Curriculum Committee will meet Thursday, Jan 13th to discuss the
      Philosophy major and the Sustainability Minor
   d. Kristine will be responsible for the HSS college entries to the Provost’s newsletter

2. Scholarships—The Leadership Scholarship has been awarded

3. Major’s pages—All of the Majors’ pages are in to Kirk Blake

4. FIF’s—Faculty Evaluation Forms will be sent to each department by Friday, Jan 14th.

5. Short Courses—There was a short discussion on short courses. Most of these have been
   dropped or the enrollment increased. There are some problems with classes that have as many
   as 20 students more than the room can hold.

6. Chairs’ appointments—The Dean needs to make some appointments to meet with the chairs’
   individually

7. Valedictorians—The college valedictorian is Jeremy Christensen

8. Fund Raising—The Dean will be spending a lot of time helping Cameron Brooks raise money for
   the Leadership Scholarship, the Harry Reid Center, an Endowed Chair in English, the Hispanic
   Center and General Scholarships

Reminders: (HSS in red)

- January 9-13—Welcome Week begins
- January 11th—Other Lands: The Nature of Art” Exhibit
- January 16th—Martin Luther King Jr. Recess—no classes
- January 14th—FIF’s to faculty
- January 24th—FIF’s back to Dean’s office
- January 31st—Applications for Rank and Tenure due to Provost
- February 2nd Scholarship application deadline for continuing and new students
- February 15th—List of Outstanding students due to Kristine
- February 15th—Deadline: Submission of Graduation papers for Fall 2012
- February 20th: President’s Day Recess—no classes
- March 12-16—Spring Recess
- March 16th—University closed
- April 1st—certificates and awards due Kristine
- April 16th—Deadline for awarding department and endowed scholarships
• April 26th—Spring Class Instruction Ends
• April 27th—Study Day
• April 30-May 3rd—Final Exams
• May 3rd—HSS Awards Banquet
• May 4th & 5th—Commencement
• May 5th—HSS Commencement
• May 8th—Grades Due