

# Chairs' Meeting Minutes

January 10, 2011

1. Deans' Council
  - a. The downturn in enrollment seems to be ending. There is a 29% increase in applications for next fall.
  - b. The Provost is really interested in providing Extended Education for summer. These would be very short—one-three day classes. The chairs were asked to see if any of their faculty would be interested in teaching classes.
  - c. Building use is almost non-existent after 2:00. Lynn asked if they could do MW classes from 2:00-3:20 or MW from 3:00-4:20. Jim said to go ahead and schedule the classes for those hours.
  - d. Georgia Beth Thompson will be the interim director of the Center for Women and Families
  - e. Curriculum changes must be to Bill's office by February 10<sup>th</sup> if they are to be included in the new catalog.
  - f. Bicycles and cars with SUU license plates need to be registered.
  - g. Apple Works will have workshops on their mobile devices
2. Mission Statements—Missions statements are due to Provost's office in February
3. Assessments—Learning outcomes need to be tied to classes and are due to Provost's office in February.
4. Christian Reiner—any depts. Doing graduation exit surveys? Christian needs more data than get is getting from the alumni surveys. Will those chairs who are doing exit surveys please send an electronic copy or a link to Jim.
5. Sterling Scholar Judges
6. Other
  - a. Jim has set up a Canvas page where he will post documents that will be used in Chairs' mtg.
  - b. According to policy, center directors, and graduate program directors should be invited to Chairs' meeting.
  - c. Lynn White asked about getting the Adobe Professional for the faculty since the administrations wants it used. Kristine to check with Glen Prior.



