

Chairs' Meeting Minutes

January 24, 2011

Present: Jim McDonald, Dean, David Admire, Rosanita Cespedes, Art Challis, Bryce Christensen, Pat Keehley, Elise Leahy, Mark Miller, Lynn White

Meeting commenced at 3:00 p.m.

1. Dean's Council
 - a. Brad proposed a 4 year graduation guarantee which could affect English. The 4 year guarantee would mean that we need to do away with the 2010 bottleneck, but it might also get us some additional faculty.
2. Mission Statements; Learning Outcomes—The Dean reminded the Chairs' that their mission statements and learning outcomes were due in February.
3. Reminder: Faculty needing to order regalia for 2012 commencement can do so at Pre-Grad Fair Wednesday, Feb. 13 from 10:00-2:30.
4. Budget—Kristine told the Chairs' that we are down \$13,000 from her conservative estimate of \$169,000 at the beginning of July. She asked the Chairs to be very conservative on their spending because she may have to pull back some of the money if there is an emergency. The department admins are supposed to spend State Appropriated money first.
5. Other
 - a. Elise said that the Gen. Ed. Committee had done a survey about Gen Ed courses, but she would be contacting them to do another survey.

Meeting adjourned at 3:55 p.m.