

CHAIRS AND DIRECTORS MEETING MINUTES

March 19, 2014 – 1:00 p.m.

Attending: C.Asleson, J.Bender, S.Bergmeier, B.Carlson, R.Colvin, H.Duschinski, J.Dyer, T.Eisworth, R.Frank, J.Gilliom, J.Grant, L.Hatch, D.Ingram, K.Jellison, P.Jones (for Gradin), D.López, C.Mattley, B.McCarthy, W.Owens, B.Partyka, A.Ritchie, R.Rossiter, C.Thompson, M.Vis, M.White, J.White

Information Items:

- Final staffing proposals are due in the college office on March 31.
- Nominations for college awards are due April 1.
- Group II promotion materials should have been submitted to the departments. The college deadlines differ from those on the Assoc. Provost web site. Arts and Sciences was granted extra time due to the size of the college. Twenty-one cases have been submitted; more are expected in the next round.
- Faculty and Staff Professional Development: Faculty may request up to \$200/trip, two times/year (or \$400 /year for international travel) for professional development. New this year, staff may request up to \$400 to attend a professional activity. Professional Development funds are not to be used for travel to professional conferences. (Travel funds should be requested for conferences.)
- Departmental profiles were distributed earlier, and no one is statistically outside of the model. The profiles will not be used for staffing decisions; however, consideration should be given to how staff changes will affect the profile. Contact Brian McCarthy about data errors in the profiles.
- A discussion of Enrollment and Quality Management initiatives has been planned for the April 16 chairs and directors meeting, including things departments can do to increase enrollment and increase the quality and value of classes.

Budget:

Information from central budgeting about raises may be received by Apr.1, and possibilities for additional faculty compensation are being discussed. Departments should begin looking for targets for raises now.

Discussion Item:

The members of the Committee on Summer, Online and Outreach Programming (Gilliom, Gradin, Hatch, Mattley, Vis) have been discussing issues brought about by Q2S, RCM and the abolishment of the summer sessions office. They presented a working draft that assesses challenges and opportunities, and chairs/directors were asked to share ideas, concerns or issues.

Bill Willan is dedicated to ensuring that the Athens campus deans receive evaluations from regional campus courses. He has also indicated strong affirmative support for regional campuses to vet the faculty who teach on their campuses. Chairs should keep an eye on class schedules and report any instructors who have not been vetted.

The committee will revise their working draft and redistribute it as a report.