



**ARTS AND SCIENCES CHAIRS AND DIRECTORS MEETING
MINUTES**

April 30, 2015 – 1:00 p.m.

Attending: L.Bauer, S.Bergmeier, B.Carlson, R.Colvin, H.Duschinski, J.Dyer, T.Eisworth, R.Frank, J.Gilliom, S.Gradin, L.Hatch, D.Ingram, K.Jellison, D.López, C.Mattley, B.McCarthy, S.Miner, R.Muhammad, W.Owens, B.Partyka, A.Ritchie, R.Rossiter, C.Thompson, M.Vis, J.White, M.White

Information Items:

- Retiring colleagues were recognized.
- In an effort to provide more guidance to new Group I and II faculty in their first year, a New Faculty Learning Community is being developed. It will run for approximately one year and will include discussions on teaching, research, service, and resources and will help build community among new faculty. Future letters of offer will describe the learning community and explain that new faculty are required to attend.
- Chairs will meet with the dean in May to discuss accomplishments of the past year, status of certain in-progress efforts, and plans for the future.
- Some updated and greatly improved learning assessment plans have been received. Results of assessment efforts will be posted on the college web site. A committee chaired by Laurie Hatch and Scott Titsworth is collecting information about assessment results to share university-wide. The Dean attended an AQIP meeting with the President and Provost. AQIP is moving to a continuous improvement model in which units will be visited more often with lower stakes.
- A college long-range planning group will launch in summer. This small group of faculty will start to explore possibilities for innovative approaches to our future.
- A research and scholarship group of faculty has been formed to evaluate the state of these activities within the college and plans for future support. Among its activities, the group will develop a survey to assess faculty awareness of current resources and assess current and future needs.
- Enrollments are good for first summer session and full summer (online courses are full and in-class enrollment is okay). Gilliom should be contacted about classes that are close to the minimum number of enrollees. He expressed his appreciation of departments that are using wait-lists and asked chairs to encourage faculty to consider admitting some students from wait lists. This could create a domino-effect and increase enrollments in other courses. Large wait lists are encouraged for tracking purposes. It was suggested that we create an instructional video for students to show them how to use wait lists. A university group will be meeting to discuss the problem of online classes at regional campuses being offered at half the cost of the same courses at the Athens campus. Revenue is also being lost because students on study abroad are pursuing language study through other entities.

New Faculty Start-up Policy:

The New Faculty Start-up Policy, which will be posted on the college's web site policy page, contains guidelines for usual cases. In unusual circumstances, ask about options. The policy codifies college-level expectations in one document and clearly defines what is and is not allowed. The standardized office allocation package is \$3500, and relocation expenses can be set aside up to a reasonable limit. Start-up needs vary between disciplines and are covered 25% by the department and 75% by the college. The policy states that start-up funds must be expended in a three-year period, but departments may request a one-year extension in unusual circumstances.

Faculty Raises:

Planning assumptions about faculty raises at this time might impact state-level discussions about tuition caps.