

Chairs Meeting
Meeting Agenda
Wednesday, October 12, 2016
10:00 a.m., ED 330

NOTES

Attendees: MJBradley, LGBryant, KBionillilo, SBounds, PFinnicum, JGrymes

Old Business

- 1) Homecoming Celebration Update – 70 attendees, recipient presentations by Chairs was discussed
- 2) COEBS Promo Flyer – discussion had regarding edits to flyer. Need to include both undergraduate and graduate program information. Decision made to include stock photos.

New Business

- 1) Honors – Cohort Model – Dean reports communication from Rebecca Oliver. Plans to invite ROliver to next Chairs meeting (Oct. 26) to discuss cohort model.
- 2) Faculty Searches Update – Dean reports on searches that have received approval. Discussions regarding the need to expedite the process to ensure quality hires. ELCSE - 2, HPESS – 6, Psych. & Counseling – 3, TE – 1.
- 3) Apple Professional Learning Days—October 27-28; Registration – October 28th is for COEBS faculty only, space is limited to 20 spots, registration will be required.
- 4) Graduate Faculty Qualifications –Chairs decided to have documents for each department with a due date of completion of November 23 (before Thanksgiving); chairs will send to Kris for review; The COEBS Graduate faculty council will review before sending to Graduate Council

Upcoming Deadlines

- **October 21** – The UPRTC adopts the 2017-2018 University Criteria for Promotion and Tenure and distributes to faculty
- **October 12-October 31** – Suggested date for departments/colleges to receive student evaluations of faculty; **Chairs deemed October 12-31 as too early- they recommended the last week in November**
- **November 4** – Suggested date for Chairs to provide retention recommendations for 2nd-year faculty to the Dean
- **November 4** – Departments provide one electronic copy of their proposed promotion and tenure criteria for 2017-2018 to Patti Reed at preed@astate.edu

Other

Paul advocated that we “Grow Our Own” faculty to meet the needs of the departments