

Chairs' Meeting  
Agenda  
Wednesday, August 30, 2017  
10:00 a.m., ED 330

**NOTES**

Attendees: LGBryant, KBiondolillo, PFinnicum, JHenley, RTowery, JSalo, WWilkinson

**New Business**

1. Competitive Fellowships & Scholarships—Handout (Jennifer Salo, Honors College) – JSalo shared with the chairs the opportunity for students to apply for and attain fellowships (i.e. Fulbright, Gilman, Truman, Wilson, etc.) and scholarships. Provided information regarding services for students that her office provides in applying for these opportunities.
2. Senior Preview Days (Handouts) – LGBryant shares with chairs information from the Office of Recruitment regarding upcoming Senior Preview Days (Oct. 7, Oct. 28, & Nov. 4).
4. Chairs agree that following dismissal of students from the Student Union, students and ambassadors from each department within the college will initially meet in HPSS 245 before being dismissed to departments for individual presentation on these dates.
3. CCC Proposal – WWilkinson, Chair of the College Curriculum Committee (CCC) discusses the current organization of the CCC. Currently the CCC has a chair and a co-chair with the chair serving on the University Curriculum Committee (UCC) and the co-chair serving on the Graduate Council (GC) – at present and for sometime a co-chair has neither existed nor provided representation on the GC. Representatives from the college do rep on the GC, but these reps do not serve on CCC. It is proposed that a tenured rep who serves as the co-chair on the CCC serve on the Graduate Council.
4. College Committees – LGBryant provides handout to chairs and discusses the need for remaining positions to be filled.
5. Homecoming Celebration-Friday, October 13, 2017; 4:00-5:30 p.m.; Spring River Room
  - Outstanding Alumni – LGBryant requests that chairs make departmental selections and provide names at next AC meeting (9/13)
6. Funding Formula – LGBryant discusses importance of new formula and the desire to recruit and retain non-traditional students
7. Update—ADC w/Provost Meeting – LGBryant provides update

**Announcements**

1. Arrival of Dr. Bradley's granddaughter

**Other**

1. KBiondolillo requests to amend July 12, 2017 notes to reflect discussion regarding faculty office hours. All chairs assist in amending notes to reflect discussion and the decision to require 6 traditional "face-to-face" office hours (not virtual) by all faculty within the college
2. Digital Signage – PFinnicum leads discussion regarding the layout of signage
3. PFinnicum shares faculty requests and need for funded computer back up space