

Chairs' Meeting
Agenda
Wednesday March 27, 2019
10:00 a.m., ED 330

NOTES

Attendees: MJBradley, LGBryant, JHenley, RTowery

Academic Advisor Interview – 10:00 a.m. and 1:00 p.m.

Old Business

1. Honors Banquet - April 8, 2019 6:00 pm - 8:00 pm, Hames Room FNBA – MJBradley reminded chairs of the upcoming event details
 - Program
 - Student Honorees notified by each department
 - Ambassadors
 - Slideshow
 - Presenters
 - Marketplace

New Business

1. Third Provost Candidate – Wednesday, March 27 – MJBradley reminded chairs of the interview, PRT meeting with ELCSE, general presentation.
2. College Academic Advisor – Wednesday, March 27 – MJBradley reminded chairs of interviews.
3. Safety Training – ELED, Secondary, and ELCSE – MJBradley shared opportunities for students, interns, and faculty regarding behavioral safety training (train the trainer model).
4. New Student Registration – LGBryant provided chairs with information regarding the Summer NSOs
5. Superintendents' Meeting Update – MJBradley discussed the recent meeting and reported that the school counseling program had reported a recent increase in applications following this event.
6. Student Research Travel Fund – April 1 – LGBryant reminded chairs of this opportunity for chairs
7. Department Updates
 - a. TE – RTowery provided an update regarding the approaching summer camps
 - b. ELCSE – JHenley provided an update regarding ongoing searches
8. Other

Deadlines:

March 29th

- Carry-Forward Spending plans due to Dean's Office

April 1st

- Departments and colleges should fill any vacancies on the department and College PRT committees, elect their university PRTC representative, and forward

the name of replacements to Office of the Provost/Academic Affairs and Research
by 4/29/19

April 2nd

- Chairs complete evaluations for non-tenured faculty and forward to the deans

April 5th

- Fall/Spring Reassignment Reports due to Dean's Office