

Chairs' Meeting
Agenda
Wednesday, October 9, 2019
10:00 a.m., ED 330

NOTES

Attendees: MJBradley, LGBryant, JBiondolillo, PFinnicum, JHenley, RTowery

New Business

1. Assessment Report- due October 15, 2019 – e-mail from Mary Elizabeth – MJBradley reminded chairs of this important date and discussed email from MSpence requesting that all information they have be sent in, understanding that some “holes” may exist as data has not yet been received.
2. Pack Preview Day – LGBryant shared information regarding the upcoming preview day, October 26th.
3. Commission on Completion (Lance) – LGBryant shared the “A-State Pathways” website discussing various aspects.
4. ITS Appropriate Use of Information & Technology Resources Policy
<http://www.astate.edu/dotAsset/42c06ed4-f1aa-43f2-88f3-b84cc32cb4b6.pdf> - MJBradley requested that chairs share this information regarding the use of technology on campus with all faculty, especially new faculty.
5. ADC Update – MJBradley shared
 - a. PBowie & AEverett shared the new Common Application and that a few students have already applied, several deans requested that student emails so that communication can be had prior to arrival. Information regarding Pack Preview Day was shared. Potential recruitment advisory board to come. Potential use of college advisors for recruitment. Transfer day – Thursday, October 17, 4-6 pm @ FNBA, focus on community colleges (22 2-yr colleges), Transfer preview day – November 14, 9 am-3 pm @ Centennial Hall, focus on students. Transfer students from our 2-yr schools receive a \$4K scholarship with a 3.25 GPA +\$1K if they complete degree.
 - b. 3 SGOC proposals discussed (consensual relationships, equity, GAs).
6. Department Updates
 - a. TE – Learning communities potentially taking place of committees, few technology issues with Zoom in conference room.
 - b. P&C – HOWL transition program director hired, furniture has arrived, moving forward with this center, website for center in the works.
 - c. HPESS – No report.
 - d. ELCSE – new administrative assistant, doc program approval in final stages, looking to hire someone related to special education undergraduate program, looking to hire data assessment coordinator.
7. Other
 - a. MJBradley shared budget concerns from Provost and VCAAR office (COEBS amount \$56,513). IDC/Revenue Sharing accounts have been reviewed as possible solution.

Old Business

1. Homecoming Celebration Updates- October 25, 2019 4:00 p.m.-5:30 p.m.; Spring River Room
 - Recipients- Stacey Sloas, Sandricka Bowen, Natalie Heidelberg and Debbie West

- Invitees
 - Food
 - Plaques
 - Organizers
 - Invitations
 - Program
 - Presenter for each Recipient
2. Searches – P&C will submit for IKhramtsova, TE phone interviewing, HPESS has a sport admin position and is requesting an additional position for Exercise Science, ELCSE – none.
 3. Graduate Faculty Status Update – TE has submitted applications to the Dean’s office

Deadlines:

October 11th

- Chairs to provide comprehensive list of pre-tenured faculty listed by department and evaluation year to the Provost and VCAAR.

November 4th

- Chairs to provide retention recommendations for 2nd-year faculty to the deans.
- Colleges and departments provide one electronic copy of their proposed promotion and tenure criteria for the upcoming academic year (2020-2021 to the Office of the Provost/Academic Affairs and Research(jcossey@astate.edu) for review by the UPRTC.

November 13th

- Deans provide to the Provost and VCAAR retention recommendations for 2nd-year faculty to receive 3rd-year appointments for the upcoming academic year.

December 2nd

- Official retention notices are sent to 2nd-year faculty from the Provost and VCAAR.