

Chairs' Meeting
Agenda
Wednesday, March 17, 2021
10:00 a.m., Dean's Conference Room 330

NOTES

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

New Business

1. Honors Presentation – Bow and Antwanet
2. College Carry Forward Spending Accounts Due: April 1, 2021 – MJBradley informed chairs of the deadline. LRobinson will email last year's spreadsheets to chairs.
3. New Student Orientation – June 15, 2021; 1:00-3:00 COEBS Academic Session – LGBryant discussed event with chairs. Spreadsheets of those students who have committed to attending A-State in the fall have been emailed out. BHendrix and AWade will begin registering students for fall classes.
4. Spring Break – March 22-26 (M-F)
5. Red Wolves on the Ridge – 28+ACT Event-March 31, 6:30-8:00 p.m., Fowler Ctr. – LGBryant discussed event with chairs.
6. Credit/No Credit – MJBradley reminded and discussed email from AUtter that CR/NC will not be available to students this Spring 2021 semester.
7. Strategic Plan – MJBradley discussed with chairs our strategic plans and alignment to the university plan. Discussion involved incoming interim chairs along with existing chairs. Agreed to meet on “non-chair meeting” Wednesdays.
8. Graduate Assistant Stipends/Criteria – Chairs discussed the opportunity to cover 6 hrs tuition for GAs moving forward and the need for a set of guidelines in awarding.
9. Department Updates
 - a. P&C, KBiondolillo reported her return to faculty and discussed open positions within her department.
 - b. TE, RTowery reported that the change in admission criteria that TE will carry forward the students who were conditionally admitted. A big challenge with faculty is understanding the effective practices of hybrid learning formats. 5 classrooms will be renovated this summer.
 - c. HPESS, PFinnicum reported that the department has begun the search for a new administrative specialist.
 - d. ELCSE, JHenley reported that the department has begun the search for a new administrative assistant. JNichols & CNichols have submitted their resignations. Department looking for additional dissertation mentors.
10. Other
 - a. Email regarding HLC/degree centers discussed.
 - b. S&S account information discussed.
 - c. Graduate faculty status
 - d. Deans office/2nd floor breakroom/2nd floor renovations

Deadlines:

- **March 19 (F) FY22 Off Budget** template due to Lisa

- **March 18 (R)** Graduate Council Meeting
- ***SPRING BREAK 3/22 – 3/26***
- **March 26 (F)** Undergraduate Curriculum Council Proposals due
- **March 29 (M)** Deans provide to the Provost and VCAAR reappointment recommendations for third, fourth and fifth-year pre-tenured faculty to receive 4th, 5th and 6th-year appointments for the upcoming academic year
- **April 1 – 30** 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 04/30/21
- **April 2 (F)** Graduate Council Proposals due
- **April 7 (W)** Chairs complete evaluations for non-tenured faculty and forward to the deans
- **April 9 (F)** Undergraduate Curriculum Meeting
- **April 12 (M)** Last day for applicants to contact the UPRTC to withdraw from further promotion and/or tenure consideration (3 working days)
- **April 15 (R)** Graduate Council Meeting