

Chairs' Meeting  
Agenda  
Wednesday, August 26, 2020  
10:00 a.m., ED 330

**NOTES**

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

**New Business**

1. Revenue Sharing Accounts – MJBradley discussed account proposals that were submitted by chairs and shared her meeting regarding them with AUtter. MJBradley requests that the overall proposal contain more college initiative focus. The following discussions were had,
  - a. \$50,000 in reserve at department level
  - b. Ideas: Computers, GA stipends, adjunct pay raises, professional development, travel
  - c. The money is not frozen it can be spent
  - d. College Initiatives
  - e. COEBS Reserve is okay
2. ADC Update – Did not meet, no report.
3. College Academic Advisor – LGBryant reported position has been narrowed to 5 finalists, MJackson will narrow to 3, the dean's office will interview finalists.
4. Committees – LGBryant distributed the college committee list
5. Website Updates – LGBryant requested that chairs check websites for needed edits and send any updates to PAppaji
6. Department Updates
  - a. P&C, KBiondolillo
    - i. 3 faculty positions needed
    - ii. Will submit Hiring Request Form this week or next
  - b. TE, RTowery
    - i. Need to fill reading position – interviewed for online position but did not fill
    - ii. Position is non-tenure
    - iii. Extending search and looking for a January hire
    - iv. Faculty managed to “merge a course back with itself”
  - c. HPESS, PFinnicum
    - i. 3 new faculty
    - ii. Busiest building on campus – running smoothly
    - iii. Student who wants to do grad research project there will be cost associated with it. There is travel funding but is there research money?
    - iv. Need clarification concerning merit – will merit be given this year? No merit will be given. Equity? On August 20 AA still did not know about equity. Equity has not been solidified yet. Paul is going to call Kathy and ask if there will be merit.
  - d. ELCSE, JHenley
    - i. Doc program currently has cohort of 83
    - ii. It will be fine because they're hiring mentors and coaches
    - iii. Issue with non-tenure people in terms of grad faculty

7. Other
  - a. Office Hours
    - i. Six office hours
    - ii. Virtual or face to face

**Deadlines:**

**August 28<sup>th</sup>**

- Undergraduate Curriculum Council Proposals Due

**September 4<sup>th</sup>**

Graduate Council Proposals Due

**September 11<sup>th</sup>**

- Undergraduate Curriculum Council Meeting

**September 17<sup>th</sup>**

- Graduate Council Meeting

**Holiday:**

**September 7<sup>th</sup>**

- Labor Day