

Chairs' Meeting  
Agenda  
Wednesday, August 25, 2021  
10:00 a.m., ED 330

**NOTES**

Attendees: MJBradley, LGBryant, KDavis, PFinnicum, APimpletonGray, RTowery

**New Business**

1. Revenue Sharing Accounts –

Dr. Bradley shared the AOS Revenue sharing and College Indirects (F&A) as of August 24, 2021. Reserved \$50,000 for ELCSE, HPESS, TE and \$40,000 for Psych and Counseling and the Dean's Office.

2. Face to face classes/work hours

Human Resources is trying to encourage faculty to come back to campus. There are COVID restrictions, however all faculty must complete work hours on campus and remote work is not permitted. Make sure that faculty understand that if the course is offered face to face it must be delivered face to face. Faculty will report to work for 6 hours per week (curriculum, committee work, etc.) on two different days.

3. ADC Update

Cindy Hoyle, EAB representative shared the role and responsibilities of the partnership. The three major supports include: Stakeholder education, decision support, and action. A link has been provided [eab.com/equity](http://eab.com/equity) for strategic guidance and decision support. There has been FAQ document developed for both faculty and students regarding COVID-19 for fall 2021. Refer students to the FAQ. Formal process for granting release time-the handbook states that tenure track faculty would have a 12-hour load and instructors would have a 15-hour load. The Hiring Freeze form is currently being revised.

4. Strategic Plan

The university Strategic Plan was used as a guide and it was presented. Please review and see if it is logical and provide feedback by September 3<sup>rd</sup>. Once it is finalized it will be shared with faculty within the COEBS.

5. Committees

Dr. Bryant shared the committee list for the college for the 2021-2022 academic year. The committees are completed and will send the final copy. Jeff Bailey coordinates shared governance for the university. Ron will be the chair of the Faculty scholarship and award committee for the 2021-2022 academic year.

6. Program Viability

Dr. Utter sent step by step directives for the Program Viability. A final recommendation form will be forthcoming. One initial program representative and one graduate program representative per department will be selected. If changes are needed please send to Dr. Bradley and she will forward.

7. Pack Preview - Sept. 4

The event will be from 2-3:30 in the Red Wolf Center. There will be a tailgate but there needs to be a representative from your department. Homecoming Events-22 tickets will be provided

for the Faculty. All departments will select 4 individuals and send to Dr. Bradley.  
Outstanding Alumnus will show up the Friday before Homecoming.

8. Curriculum Calendar

The UG proposals are due to the UG Curriculum Committee by Friday, August 27<sup>th</sup> and graduate proposals are due by September 10<sup>th</sup>. Please pay close attention to deadlines.

9. Department Updates

- a. **HPESS** Paul Finnicum-No updates
- b. **TE** Ron Towery-Technology and Furniture updates are needed and hope to be delivered by November.
- c. **Psychology and Counseling**-Asher-CACREP Accreditation approved for 2 additional years. We are working on background checks for all School Counseling student interns.
- d. **ELCSE** Kim- ELCSE has hired an Administrative Assistant and plan to hire 4 new faculty in the spring if approved. The Advanced level programs are approved through CAEP and all AFIs from the Legacy NCATE have been removed.

10. Other

- a. Review all updates
- b. Dr. Bradley sent out the email regarding steps from Dr. Utter.

*Notes taken by K. Davis*

**Deadlines:**

**August 27<sup>th</sup>**

- Undergraduate Curriculum Council Proposals Due

**September 3<sup>rd</sup>**

Graduate Council Proposals Due

**September 10<sup>th</sup>**

- Undergraduate Curriculum Council Meeting

**September 16<sup>th</sup>**

- Graduate Council Meeting

**Holiday:**

**September 6<sup>th</sup>**

- Labor Day