

Chairs' Meeting  
Agenda  
Wednesday, September 22, 2021  
10:00 a.m., ED 330

**NOTES**

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

1. HR Compliance Reminder on Hiring (Handout) – MJBradley shared and discussed information from human resources regarding the importance of following all the steps involved in hiring new faculty/staff.
2. Revenue Sharing Accounts – MJBradley shared updates regarding these accounts.
3. Academic Scholars, October 7<sup>th</sup> @ 11:00 – LGBryant provided updates regarding this event and possible ideas for the day.
4. Homecoming Outstanding Alumni, November 5<sup>th</sup>, 4:00-5:30 p.m. – MJBradley shared information regarding homecoming events (See below)
5. Enrollment (Handout)
  - MJBradley reviewed institutions based on the data reported by ADE/ADHE. A focus was placed on 4-year universities and community colleges. There are significant increases in enrollment among community colleges in the Delta region which should be considered for recruitment.
  - MJBradley shared the Arkansas Gazette article and highlighted enrollment surges at University of Arkansas-Fayetteville.
6. Program Viability – Update
  - The template provided will be used to submit reports to be reviewed by the dean of the college.
  - The revised due date for submitting the template is October 20<sup>th</sup>.
  - MJBradley has requested that each department recommend two representatives (initial and advanced) and send to her via email no later than Wednesday, September 29<sup>th</sup>.
7. Department Updates
  - a) **ELCSE** -plans to meet with TE and Dr. Bowser (PEP) to devise a plan for all programs that will be moving online Fall 2022.
  - b) **Teacher Ed** -diligently working on a plan to put Elementary and Middle Level programs online and considering the role centers will play in this transition.
  - c) **HPESS** -Amanda Wheeler should begin attending the chairs meetings. The department is making continued progress with all programs.
  - d) **Psychology and Counseling** -School Psychology submitted NASP report for accreditations, School Counseling plans to use the AA model beginning fall II, Clinical Mental Health will need adjunct for next fall 2022, An LPC track is being considered online
8. Other
  - a. MJBradley discussed the importance of face to face meetings (EPP).

**Deadlines:**

**September 1<sup>st</sup> – 30<sup>th</sup>**

- Department chair and department PRTC chair meet with each new faculty member to review PRT documents

**September 24<sup>th</sup>**

- Undergraduate Curriculum Council Proposals Due

**October 8<sup>th</sup>**

Graduate Council Proposals Due

**October 8<sup>th</sup>**

- Undergraduate Curriculum Council Meeting

**October 11<sup>th</sup> – 29<sup>th</sup>**

- Suggested dates for departments/colleges to receive student evaluations of faculty

**October 21<sup>st</sup>**

- Graduate Council Meeting

**Events:**

**October 7<sup>th</sup>**

- Academic Scholars (23 ACT Score or higher)

**November 6<sup>th</sup>**

- Homecoming Preview Day

Homecoming Outstanding Alumni

When: November 5, 2021

Where: FNB Arena, Hames Rooms

Who: Outstanding Alumni – One from each department  
Read info about

How: Face to face

Homecoming Game

When: November 6, 2021

Where: Stadium / Suite for Alumni

Who: Alumni

How: Face to face