

MINUTES
College of Arts and Sciences
Chairs' Meeting
April 21, 2008

Present:

E. Throop (ANSW)	D. Coleman (HIST)
H. Goodman (ARTD)	D. Schlingmann (MTST)
R. Frederick (BIOS)	R. James (MUSC)
A. Schick (CHEM)	S. Parchment (PHRE)
K. Wong (COSC)	M. Biermann (PHAS)
F. Ruppel (ECON)	R. Brubaker (PSYC)
J. Keller (ENTH)	J. Wade (Dean)
E. Engling (FRLH)	M. Foster, (Assist. Dean)
R. Sambrook (GEOS)	D. Kearns (Admin. Assistant)
S. Zeigler (GOVN)	

Absent: T. Otieno

Alternates: None

The meeting was called to order at 1:31p.m. in Library 201.

J. Wade distributed a handout containing details of the Presidential Inauguration to be held on April 25, 2008. J. Wade announced that he looks forward to seeing everyone at the ceremony in regalia.

J. Wade announced that the Provost informed him that there would be an internal Dean Search. J. Wade announced that he would be a candidate and welcomed others who are interested in applying.

J. Wade announced that there will be a CAS College Assembly on April 28, 2008 at 3:00pm, in Walnut Hall, Keen Johnson Building. J. Wade will be making a State-of-the-College address. The College Assembly will be followed by a reception and a CAS College Recognition Ceremony. A wide variety of faculty will be recognized (retirements, awards, etc.) as well as a number of students who are receiving college scholarships.

J. Wade announced that a recommendation to reduce the University Calendar from 17 weeks per semester to 16 weeks per semester was going forward from the Provost Council for further review and consideration. If approved, the earliest this change could be implemented would be Fall 2009.

J. Wade reminded chairs of the CAS Mentoring Social to be held on May 2, 2008, beginning at 6:00pm, at the Arlington Mule Barn. J. Wade announced that he looks forward to everyone attending.

M. Foster reported that all departments requiring Hazmat training should already have been notified. M. Foster reported that 5-6 individuals (those with the highest level of hazardous material contact) would be receiving extensive individual training online. Others with less hazardous material contact will be receiving required training conducted by Risk Management.

M. Foster reported that CAS Academic Administrative Specialists have gone to various extended campus centers to assist with advising. CAS efforts have been well received and the effort appears to be worth continuing.

J. Wade reported that the College currently has twenty-four open faculty lines that are frozen. J. Wade also reported that he has met with the Provost and stressed the impact of these frozen lines on the College. J. Wade expressed hope that after the Board of Regents meeting and when some budget concerns are addressed that the College will feel some relief.

J. Wade reported that all search costs have moved back under the Provost. Those CAS departments charged for faculty position job postings as well as the Dean's Office will have advertising costs restored. The Provost's office will establish guidelines for candidate interview expense reimbursement.

J. Wade reported that talks continue with regard to establishing dual credit courses with Madison County Schools. Madison County Schools have spent considerable funds to upgrade technology and prefer dual credit courses be offered via ITV.

J. Wade reported that both he and T. Otieno are conducting exit interviews with faculty who have resigned their positions. J. Wade stated that the exit interviews are proving very beneficial.

J. Wade informed the chairs that he is hosting a retirement dinner for college only retirees on April 29, 2008 at Arlington. The dinner will be simple with no prepared speeches and is meant to be a memorable event. Chairs of retiring faculty will also be invited. The University will be hosting a separate retirement dinner, coordinated by S. Daugherty, for all retiring ECU faculty and staff.

R. Brubaker inquired as to how Kennemer Scholarship recipients will be notified. J. Wade informed the chairs that the Foundation office reserves the right to make these notifications. The notifications should be made after the next Board of Regents meeting. This was followed by discussion on criteria for the Booth Scholarship.

Good of the Order:

M. Foster announced a newly implemented used battery (from calculators, office phones, cell phones, etc.) recycling program. After some discussion, it was confirmed that Building Supervisors are the collection point for used batteries.

R. James announced that the University Copier Committee will be meeting on Wednesday to select a vendor.

There being no further business the meeting was adjourned at 2:09 pm.

The next CAS chair meeting is scheduled for 1:30 pm, Monday, May 12, 2008 in Library 201.