

MINUTES  
College of Arts and Sciences  
Chairs' Meeting  
August 25, 2008

Present:

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

Absent:           None.

The meeting was called to order at 1:30p.m. in Library 201.

J. Wade opened the meeting by welcoming everyone.

M. Foster distributed a handout which was a summary of the 8/21/08 CAA meeting.. Chairs were informed of five major issues some of which were followed by discussion and some were followed by a request for faculty input:

- Proposed catalog change regarding double majors with different degree types where the degree earned at graduation will be that associated with the primary major.
- Enforcement of the following admissions deadlines: August 1 for fall; December 1 for spring; May 1 for summer; and, June 1 for Special Admission students in targeted summer programs. Although the deadlines are not new, strict enforcement of the deadlines will be followed;
- Three admissions categories: full, admission with conditions, and special admissions;
- Proposed clarification of subsequent degree requirements.
- Women's Studies (WMS) changed to Women's and Gender Studies (WGS).

J. Wade announced that UK medallion (intellectual achievement) nominations are due by September 30.

Kentucky Academy of Science (KAS ) Contribution to the Commonwealth Award (distinguished faculty) are due very soon. More information will be passed along to chairs as it is received from the Provost.

Kentucky Academy of Science (KAS) Board nominations are due. Science chairs were asked to forward nominations to J. Wade.

J. Wade announced that there has been some discussion of moving the hiring processes from OES back to paper. Following a discussion, chairs were asked for forward comments to J. Wade.

J. Wade reported that it is taking EKU twice the time to evaluate transfer student coursework. Chairs were asked to be sure that someone in the department is available to handle coursework evaluations while the chair is on vacation. This was followed by some discussion on the possibility of developing a database of course equivalencies.

J. Wade informed chairs that Bluegrass Community and Technology College (BGTCC) Regency Road Campus has announced available space for potential ECU course offerings. Chairs were informed that the Provost would be discussing this possibility with chairs in a few weeks. It is not currently known what if any technology (audio-visual, computer connections, computer labs, etc.) is available. A lengthy list of potential course offerings was discussed.

#### Good of the Order

J. Keller inquired as to the deadline dates for submitting first year non-tenured faculty evaluations. T. Otieno announced that the deadlines were established by the Provost. S. Zeigler announced that she is the Chairs Association representative on a committee established by the Provost to establish one evaluation instrument that will cover all faculty evaluations.

J. Wade instructed chairs not to put any faculty position requests in OES. Requests are to be in memo form sent to the dean at this time.

E. Throop announced that her department is seeing first year students enrolled in 500-level courses. She solicited advice on how to remedy this situation. Several suggestions were provided such as adding prerequisites and contacting the Interim Registrar to see if there might just be a banner issue.

J. Wade asked the chairs for their thoughts on opening the College Development fund to multi-year appointed faculty (visiting and lecturer). T. Otieno reported that it is the College committee's view that faculty in these type of appointments should not be included due to the fact that they are not expected or required to do scholarship. T. Otieno also reported that the committee received \$104,000 in support requests from tenure/tenure track faculty with only \$20,000 available for funding. T. Otieno posed the question - if there are expectations of scholarship for tenure track faculty, are we providing enough support? T. Otieno proposed that a separate small college development fund be established for lecturers and visiting faculty pursuing scholarship. J. Wade informed the group that he would take T. Otieno's suggestion under advisement.

M. Foster distributed ECU wrist bands. M. Foster reported that there are two different versions of the bands: 1) The Power of Maroon, and 2) The Power of Everybody.

D. Kearns distributed an updated list of CAS faculty eligible for the one-year Tenure Extension Option and noted those who have and those who have not yet submitted their request form. Forms are due to the dean's office by September 1, 2008.

There being no further business the meeting was adjourned at 2:12pm.

The next CAS chair meeting is scheduled for Monday, September 8, 2008, at 1:30p.m., in Library 201.