

MINUTES
College of Arts and Sciences
Chairs' Meeting
September 8, 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.

T. Otieno reported that because the proposed change in policy regarding Indirect Funds has not yet been approved, funds have not yet been distributed. T. Otieno also reported that the Board of Regents does not meet again until January 2009.

J. Wade informed chairs that there is ongoing concern and discussion regarding the potential imposing of restrictions on online course registration. J. Wade opened the floor for discussion on pedagogical distinction, potential restriction need, and suggested types of restrictions for online courses and any other issues surrounding online courses.

J. Wade reminded chairs that Spring 2009 schedules are due to M. Foster tomorrow. J. Wade requested Spring 2009 release/reassigned time reports be submitted to his office by Wednesday, September 10.

J. Wade reminded chairs that the new faculty reception will be held on Friday (9/19) at the Arlington Mule Barn and expressed his wish to see all chairs and their significant others at the event.

J. Wade opened a dialog on the proposed policy regarding early registration for designated populations. J. Wade reported that the proposed policy had not yet been endorsed by the Dean's Council. The proposal will go before the Council on Academic Affairs, followed by Faculty Senate, then to the Dean's Council.

J. Wade announced that the Gifford Scholarship (sciences) is available. After a brief discussion, it was suggested that with so many scholarship eligibility restrictions, it would be helpful if the science chairs were provided with a list of eligible students before soliciting nominations. Chairs were asked to refer to the CAS website for other scholarship deadlines. M. Foster announced that someone is interested in setting up an endowed Pre-Med scholarship with R. Frederick as the contact.

J. Wade asked chairs to remind faculty and staff about their required participation in the Sexual Harassment and Discrimination training and testing. The link to the training/testing is on the EOO website.

J. Wade reminded chairs that he expected all departments to be represented at Spotlight on Saturday, September 13.

J. Wade reported that he would be attending a Dual Credit meeting next week. Chairs reported that seven dual credit courses were currently active for fall 2008.

M. Foster reported that he has been asked to bring an issue to Council on Academic Affairs regarding the ensemble requirement for Music Ed. Majors. Music Ed. Majors must register for ensemble every semester causing their semester hours to exceed 21 in many cases. M. Foster requested that chairs facing similar requirement demands email him with details and any other related concerns.

D. Kearns distributed individual departmental faculty/staff rosters and asked that chairs report any discrepancies directly to her as soon as possible. D. Kearns will send the report to chairs electronically once the report is finalized.

There being no further business the meeting was adjourned at 2:08pm.

The next CAS chair meeting is scheduled for Monday, September 22, 2008, at 1:30p.m., in Library 201.