

Chairs Meeting, 9.28.11

Present: C. Allan, B. Conrad, T. Flood, K. Johnson (Nsg), R. Jones, M. Kelley, K. Kunkel, C. Lambert, C. Patterson, E. Ramage, R. Shand, K. Siam, D. Smith, D. Whitbeck, B. Winters, P. Zagorski

Absent: J. Berry-Bravo

Announcements—Scholarship training meetings are scheduled next week (Oct. 4, 2PM and Oct. 7, 10AM). The person(s) responsible for awarding dept scholarships should attend one of the meetings.

Dean reminded chairs to send dept news items to Marsha by Friday for e-mail distribution the following Monday.

Dates for summer school submission to the provost are ambiguous. Dean requested summer school proposals be sent to him by Friday, Oct. 7. If a chair has a problem meeting that deadline, he/she should let dean know.

The provost is working to create a set of common elements for all syllabi to meet Higher Learning Commission standards. For depts with accreditation issues, if those issues are general enough to be included on all syllabi chairs should send the information to dean. Provost intends that an effort will be made next spring to have a copy of every departmental course syllabi on file in dept offices. When word is rolled out next spring to begin the project, dean will find out if electronic copies are appropriate or if hard copies are required.

Active Directory Issue – Dean met yesterday with OIS personnel and Arts & Sciences computer techs in an attempt to clarify roles and working relationships. Techs believe they work for chairs—OIS provides suggestions and opportunities of which techs have discretion to follow and/or take advantage. They further believe they work for the college and have the role of filtering OIS suggestions/opportunities to make A/S computers work as effectively as possible. OIS believes they have the responsibility of selecting and providing best opportunities and solutions and techs are responsible for passing those practices out to college personnel. There is a disconnect between OIS and techs. Dean asked chairs for discussion—do they want techs to serve as an outreach source or to be independent of OIS and have their own authority.

Many issues were raised, opinions varied, and there was no consensus on whether techs should be independent of OIS or serve as OIS outreach. There was a suggestion that the Facilities and Technology Committee be revived with the techs included as members. The committee would sort out issues and present findings to chairs and dean. There was also a suggestion that the stakeholders write a white paper stating both sides of the Active Directory issue for faculty, chairs, and dean to make a decision on whether they want Active Directory.

Dean sees value in joining Active Directory, but he sees the issue of joining or not joining as one of informed choice. He will facilitate the process for A/S personnel who want to join, but not impose it on those who do not want to. If chairs and/or faculty believe they are fully informed and want to join the Active Directory, they should let dean know and he will make sure they are allowed to join without resistance.

Reviewing Tenure and Promotion Policies (Angel Site) – A new Angel site has been created for chairs and dept tenure and promotion guidelines have been posted. Chairs should review their depts' documents to make sure they are in line with the current PSU-KNEA contract with special attention to the change in promotion/tenure review to fifth or sixth year. Also, discussion should be started with faculty to see if changes need to be made in standards.

Good of the Order – Dr. Siam reported he learned from Dr. Wilkinson that only NCATE programs are up for program review this year. Other programs on the schedule have been postponed. Dean will investigate and provide any updates to the chairs.