

Chair's Meeting Minutes
September 11, 2019

Present: C. Giiifer, V. Rider, T. Flood, C. Allan, B. Bonneken, S. Marchant, J. Oliver, C. Patterson, D. Whitbeck, B. Winters, M. Meier, B. Conrad, M. Pomatto, N. Grantham

Updates:

No PLC meetings for the last couple of weeks so no PLC updates.

Rpk's return to campus has been postponed and rescheduled for Monday, 9/30.

Dr. Pomatto inquired on the experiences of those who represented CAS at the State Fair. Susan Carlson, EML, has expressed interest in attending and is in the process of making her arrangements.

Department's written Recruitment Plan and Retention Plan needs to be submitted to the Dean's Office. Plans should describe what the department is doing in terms of recruitment and retention and include policies and/or strategies that are currently in place.

In order to showcase different areas of campus, it has been suggested that PLC be hosted by different areas. In these instances, PLCL would meet in the area and the department/area would make a brief presentation or provide a tour, highlighting their area's accomplishments. Dr. Pomatto suggested that CAS host one of these PLC meetings. Discussion followed, deciding that CAS would host PLC, showcasing the Broadcasting facilities/lab in Whitesitt; after the tour, PLC will meet in Chandler in the FCS Department. Dr. Pomatto will follow up with PLC, inviting them to CAS for their 10/21 meeting.

Announcements:

Military Science will host a remembrance on 9/11. The cannon will fire at the times the planes hit each of the twin towers, the names of those who died will be read throughout the day, and cadets will do push ups in memory of those who died (one push up for each person who lost their life that day).

CAS will host the press box on 11/16. Please submit suggestions of who to invite to Mary Jo or Mary Carol.

The Dean's Office subscribes to the printed version of the *Chronicle of Higher Education*. Issues are available in the office for anyone interested.

Don Viney (HPSS) has been appointed to the University Press of Kansas.

The Dean's Office will be updating the showcase outside the office door. If you want to update your photo, please make arrangements prior to the CAS leadership retreat. If you wish to use your current photo, please let Nancy know.

If you have any items for discussion at the leadership retreat, please forward them to Mary Carol

A chair from CAS has been requested to serve on the Program Review Committee. Appointment is three years. If interested, email Mary Carol.

Family Day will be by 9/21. If departments have special activities planned, please inform the Dean's Office.

CAS has hired two student workers for the front desk in our office and a GTA to work on the Quality Initiative to develop training materials for student mentors.

Reminder to send all upcoming events to Nancy to be added to the Academic Affairs calendar.

Department Updates:

Chemistry: Polymer Chemistry Series is sponsoring a speaker on campus this Friday.

FCS: the Chinese Delegation will be on campus next Monday.

Communication: May have to replace several costumes from storage area in Whitesitt due to climate control issues.

Communication Center opening in the basement of Axe Library. Though designed to provide help with communication courses, staff will provide students help with any type of oral presentation.

EML: Speaker in the Emmett Lecture series will speak tomorrow (Thursday) night.

Nursing: Anatomage training tomorrow. White Coat Ceremony scheduled for 2:00 at the Bicknell Center.

For the good of the order:

There was a brief discussion of staffing requests and unit plans, both due in the next few weeks.