

Chairs Meeting
April 10, 2019

Present: C. Costello, C. Allen, B. Winters, B. Bonnekesen, C. Geifer, S. Marchant, M. Meier, V. Ryder, D. Whitbeck, T. Flood, N. Grantham, M. Pomatto, J. Oliver, C. Patterson

General Announcements:

The current issue of the *Midwest Quarterly* has come out; its theme is "Nursing." Dr. C. Allen is a contributor to the issue.

FTT appointments have been released. Please make it a priority to get them processed this month.

The non-tenure faculty process committee is working on a process for promotions, etc., for non-tenure faculty and hope to continue moving forward with their work.

Research Colloquium is today with 179 presenters, including graduates, undergraduates, and high school students.

Science Day, which had to be rescheduled due to weather, will be 4/11.

The General Faculty Meeting of the College will be April 30.

Gorilla Gateway: the new freshman experience course still has a few sections that need instructors. Please encourage interested faculty to participate in Gorilla Gateway. Research shows that early relationships with faculty are important for incoming freshmen. Student Success is flexible and willing to work with faculty. For example, some faculty in Communication are team teaching which could be an option for other faculty interested in teaching Gateway.

Faculty computer replacement information: The College has requested 38 faculty replacement computers based on "need" / age. The Dean's Office will keep chairs updated on the progress of the request and will notify departments when request is approved. Question was asked whether this replacement request included mediated classroom upgrades; classroom equipment is considered separately so is not included in this replacement round. Discussion of CAS resources followed.

Summer hours: Summer hours begin 5/19/19 and run through 8/10/19. University hours during this time are M-TH, 8:00-4:30 and F 8:00-12:00. Please forward staff schedules to the Dean's Office (who will maintain a master list).

Summer contracts: Summer contracts will be mailed by the President's Office next Tuesday, so, if any changes (such as course/staffing changes), let Dean's Office know by Friday. Our deadline to release contracts is Monday morning.

Overload approval process: Dr. Winters overviewed the overload approval process. If 21-23 hours, no form is needed; just email him student's id, name, and number of hours. If 24 hours, students must complete form and set up a meeting with Dr. Winters to discuss their schedule / plan. Form should

include advisor's reasons for approving overload. Chairs expressed concern with difficulty finding form and requested that it be put on the CAS webpages.

Department / Chair Announcements:

Communication – Both faculty searches have been successful. Offers have been made and verbally accepted for both positions. Contract letters have been sent.

HPSS – has made an offer for its second Justice Studies position and is waiting for response.

Foundation -- Mary Jo Meier provided statistics on direct mail campaigns:

FA18 – Direct Mail 1, collected \$101,000 with \$36,000 designated Arts & Sciences

SP19 – Direct Mail 2, collected \$51,000 with \$7,500 designated Arts & Sciences.

Military Science -- This year, the Gorilla Dash, scheduled for 4/20, will be almost three times as large as last year. The 5K run will include 40 obstacles and hopefully generate \$3,000-6,000 in scholarship funds.