

**College of Humanities and Natural Sciences
Council of Chairs Meeting – Bobet 202
August 17, 2015 • 12:30 p.m. – 2:00 p.m.**

MINUTES

Call to Order

Dean Maria Calzada called the meeting to order at 12:30 p.m.

Attended: Terri Bednarz, John Biguenet, Maria Calzada, Eileen Doll, Sonya Duhe, Erin Dupuis, Philip Dynia, Don Hauber, Craig Hood, Armin Kargol, Marcus Kondkar, Lynn Koplitz, David Moore, Connie Mui, Uriel Quesada, Connie Rodriguez, Rae Taylor, Ralph Tucci,

Also Present: Sara Clark, Daniel McBride

I. Approval of Minutes

Minutes of May 4, 2015 were approved with five abstentions.

II. Welcome New Chairs

Dean Calzada welcomed the following new chairs from The College of HNS: Terri Bednarz, Religious Studies; Don Hauber, Biological Sciences; Armin Kargol, Physics; and Ralph Tucci, Mathematical Sciences. She also welcomed the new chairs from The College of Social Sciences: Philip Dynia, Political Science; and Rae Taylor, Criminology and Justice.

III. Introduction of Academic Advisors

Associate Dean Quesada introduced Sara Clark and Daniel McBride as the new Academic Advisors in The College Of HNS Dean's Office. Sara will advise students whose last names begin with A-K, and Daniel will advise students whose last names begin with L-Z. Dr. Quesada went on to explain changes and improvements to student advising. Since we are now taking care of over 1,500 students with the restructuring, we are asking students to make an appointment to see their advisor. They can do this by going to the college webpage, using the links on Sara and Daniel's emails, or even by using the designated computer in the dean's office. We are in the process of migrating all DPCL's to Excel, and one day hope to have electronic DPCL's. Departments will get the paper DPCL's at orientation with the first student folder. We are also working on putting together at least one advising workshop a year. Dr. Quesada told the chairs to please let him know if they had any needs that could be addressed. He also reminded the chairs that there is an advising handbook on the College of HNS resources page.

IV. College Restructuring Update

Dean Calzada said that our college is now working with The College of Social Sciences students. Since all of the CSS student files are now in the HNS dean's office, probations, suspensions, honor code violations, audits and certifications will be handled here. Any CSS faculty matters will still be taken care of by Roger White.

Dean Calzada also said that she is working on consolidating the two faculty handbooks. There are two crucial committees that have to be resolved before Fall 2016 – College Rank and Tenure and College Curriculum. She suggested that the chairs of each committee meet to review procedures and propose changes.

She also encouraged all CSS faculty to come the HNS college assemblies to have a voice, but they will not have a vote until AY 2016-2017.

V. Meet the Majors

Dean Calzada reminded the chairs that Meet the Majors would be held on Tuesday, August 25th. However, she said that departments are free to choose another day as long as it is early in the semester and before October 1st.

Sonya Duhe said that she would send a list of Maroon advertisers to the chairs so that departments could use those vendors for their catering.

VI. Pre-Health Meeting with Dean

Dr. Koplitz announced that this year's Pre-Health Meeting with the Dean would be on September 1st at 12:30 p.m. in Monroe 610. It is open to all students interested in pre-health, including freshman. She also announced that Edouard Crago is the new pre-health advisor.

VII. SCCC Replacements

Drs. Joe Berendzen and Connie Rodriguez have been nominated to represent the humanities in the SCCC. Drs. Craig Hood and Tish Beard have been nominated to represent the sciences. For each position we need a representative and an alternate. Dr. Moore said he might have additional nominations. It was decided that nominations would close on Friday, August 21st and elections would be held.

VIII. Admissions Update

Dean Calzada reported that as of Thursday we have 661 first year students. Our goal was 640. We currently have 97 transfer students, and our goal was 130.

IX. Travel Policy

Dean Calzada announced that the AY 2015-2016 travel policy is now posted on the HNS intranet. The policy is the same as last year.

X. DSAC

Dr. Quesada said that nominations were needed for the Dean's Student Advisory Council. We need one representative and one alternate from each department. DSAC meets with the Associate Dean once a month during the window in the dean's office. The 4 programs in CSS were encouraged to send student representatives for DSAC as well.

XI. Senate Meeting

Dr. Connie Rodriguez announced that there would be Senate meeting next Thursday, and nominees for at-large committees were needed. Any nominations can be sent to Jon Altschul. She said that nominees do not have to be members of the Senate to be a member of an at-large committee.

XII. Financial Equilibrium

Dean Calzada reported on the Financial Equilibrium process. While programs in HNS and CSS were recommended for cuts, the recommendations could have been much worse. No majors were recommended for discontinuation, and two programs were recommended for investment. Dean Calzada described this process so far as the "anti-pathways".

There was a discussion on the centrality of mission, the appeals process, the accuracy of data, voluntary severance, and administrative glut. Dean Calzada reported that there is a link on the program review intranet where directors can ask for clarification on the appeal process.