

CoSEA Leadership Meeting
April 18, 2012

Attendance: Eileen Faulkenberry, Venu Gurupur, Jim Heitholt, Kent Montgomery, Haydn Fox, Ben Jang, Brent Donham

"People who enjoy meetings should not be in charge of anything."

-Thomas Sowell

- 1) Nominations for chair of SACS Compliance Committee? (Grady)
 - Need a Chair for the SACS Compliance Committee.
 - This is the highest ranking SACS post there is in faculty.
 - Very serious job, has release time attached to it, and would like to see someone from our college nominated to this committee.
 - Please make your faculty aware.

- 2) Report on ADC meeting with Development Office staff: (Grady)
 - Wayne coordinating newsletter. Stories due before commencement.
 - Need more stories before commencement.
 - Please send stories to the dean's office.

 - 100% departmental participation
 - Bridgebuilders participation: CoBE and CoEHS have challenged 100% participation.
 - Two of the deans have challenged our college to 100% participation.
 - It only takes \$1.00 to become a member of the Bridge Builders.
 - I will contribute the \$1.00 for everyone, but I need everyone's permission.
 - Please let your people know about the Bridge Builders.
 - Try to have an answer by the May meeting.

- 3) Kim Landers (x5476) providing room inventory training. See 4/12 email:
 - 4/23, 2-3 PM
 - 4/30, 11-12 noon
 - 5/9, 2-3 PM
 - 5/17, 11-12 noon

(Grady)

 - Had a long talk with Rose Ann about the inventory.
 - Every Fall semester is the inventory count.
 - It's not difficult to optimize the inventory reports.
 - It's very easy to get confused if you don't know what you are doing.
 - Please attend one of the trainings.
 - Please keep in mind that labs can be pro-rated.
 - This affects our HEF funding.
 - Please code your rooms correctly.

- 4) Coletta Wright (x5668) doing staff evaluation training:
 - 4/24, 9-10 AM
 - 4/25, 3-4 PM

(Grady)

 - Coletta Wright sent out an email with the dates for the staff evaluation training.
 - Each Chair needs to attend the staff evaluation training.

- 5) Summer enrollment monitoring. Fall progress. (Grady)
 - You may have to combine classes.
 - Low enrollments will hurt our college.
 - Stay on top of your enrollments.
- 6) Discussion of *attendance policies* and other non-academic/behavioral class penalties. (Grady)
 - Let's start treating students like adults.
 - Give them incentives so they will want to attend class.
 - Please discuss this with your faculty.
- 7) Possibility of STEM education faculty moving to CoSEA: New department? Integrated with existing departments? (Grady)
 - Brent Mangus has offered our college the STEM education program.
 - Would love to have them in our college.
 - The question to think about is:
 - A) Do we want to encourage them to move to our college?
 - B) If they do, would we encourage them to set up a new department?
 - I think the STEM education program could help our culture and solidify the awareness within the college that this is one of our niches (STEM education).
 - Right now the goal is to talk to your faculty and let them know it is being discussed.
 - Don't know if it is going to happen.
- 8) Department heads job description approved. Looked for 12-month contracts starting September 1st.
 - The department head job description has been approved
 - Your new contract beginning September 1 will be a 12-month contract.
 - They have taken your 9-month salary and added 3 more months on to it.
 - Won't have to worry about summer salary because it will be built in to the budget.
 - The good news is you will start accruing vacation time.
- 9) Program Reviews (Grady)
 - Will be doing program reviews for everyone this year.
 - Rose Ann has promised to be helpful and supportive in terms of putting together the data.
 - Every class should have a student learning outcome.
 - The only thing that matters is the context of the student learning outcomes into the mission and goals of your program.
 - You have to be able to tell me how the mission and goals of your program fit into Innovation and Discovery.

Other Business: (Grady)

New Hires

- Tingxiu Wang hired as the new department head in Math to begin August 1st.
- Matt Wood hired as the new department head in Physics.

Chairing Committee

- Chairing the committee to replace Allan Headley.
- It is very important that we get a good person to replace Allan.

Curriculum

- It is really important that the faculty take ownership of their own curriculum.
- Seeing a lot of people that have a “hands off” attitude and they think someone else is going to do it for them.
- That will kill us at SACS time.
- The curriculum is controlled completely by the faculty.