

College of Arts and Sciences  
 Department Chairs Meeting  
 December 5, 2012  
 Red Room, 4pm

Present:	Richard Finkelstein, Carole Garmon, Andrew Dolby, Leanna Giancarlo, Craig Vasey, Jennifer Polack-Wahl, Chuck Whipkey, Bob Rycroft, Gary Richards, Jackie Gallagher, Gary Stanton, Jeff McClurken, Keith Mellinger, Leonard Koos, George King, Jack Kramer, Debra Schleef, Gregg Stull, Kurt Glaser, Debra Steckler, and Grant Woodwell
Absent:	
Guest:	President Hurley
<b>SUBJECT:</b>	<b>DISCUSSION:</b>
President Hurley - discussion	<p>Topics of discussion included:</p> <p>Consultant: The consultant will meet with faculty and administrators and discuss best practices to use, including the development of committee membership. It is an informational meeting with the college committees. A process will be established for dealing with the recommendations that come in. Redirection of funds will be looked at. The Provost at George Mason University and Christopher Newport were consulted about the timing of the consultant coming in without having a Provost. Both agreed it was best to help the new Provost succeed.</p> <p>The President will look into department budgets, FTE levels and expenditures for the University. Resources for the University will not be increasing. Communication about the process is important. UFC and the President will select members for the committee.</p>
Announcements	<p>January meeting is cancelled. The February meeting has been changed from Wednesday, February 13<sup>th</sup> to Monday, February 4<sup>th</sup>.</p> <p>Survey from Brian Baker to be sent out.</p>
Use of Careers	Tabled to next meeting.
SACS report/ response	Handout was given on the update from SACs external review. Need responses from departments by January 30 <sup>th</sup> . Email was sent from Provost office with directions. The department assessment coordinators to meet with Taiwo.
FSEMs	Need more flexibility with the staffing of FSEMs. A request to be able to have adjuncts teach classes was discussed.
<b>Next Meeting:</b>	<b>NOTE: January meeting is CANCELLED and the February 13<sup>th</sup> meeting has been changed to February 4<sup>th</sup>, at 4:00 pm Red Room</b>