

College of Arts and Sciences
 Department Chairs Meeting
 October 10, 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, and Debra Steckler
Absent:	
Guest:	
SUBJECT:	DISCUSSION:
Announcements	<p>Justin Webb and Cathy Derecki have both resigned. Justin will be working in Richmond and Cathy in Charlottesville.</p> <p>Website-Why the Liberal Arts-The links to the AAC&U survey can be found on the Dean's webpage. If you have information to share on the website, send it to Martha Link. The lecture by Mark Roche from the CAS Convocation will be found there soon.</p> <p>Liberal Arts Discussion group met on Friday, September 21st to discuss Mark Roche's' book. The next meeting will be on November 16th at 4:00. An email will go out to all CAS faculty since some seem not aware that the group formed last spring after a general solicitation.</p> <p>Enrollment and Management committee-Theresa Kennedy sent an email to faculty to join the committee. We now have additional representation for CAS with the following: Gregg Stull, Debra Steckler, and Keith Mellinger. The topics will include: using Banner for wait lists; adding course selections; and having class schedules assigned centrally rather than by department. The Dean and Associate Dean are also on this committee.</p> <p>Freshman advising- The Associate Provost, Fred Pierce, has been planning some changes in Freshman advising, although nothing has yet been proposed. Change may be coming on how freshman advising will be done and who will be doing the advising--professional advisors or faculty (maybe a combination of both).</p> <p>Off schedule classes-Note from the Provost about changing class days and times of classes. Some departments have already made the changes for spring; others have conflicts. The Dean will discuss with the Provost the issues that were addressed.</p> <p>Discovery Day- The next Discovery day is October 27th. Science departments will again join for an open house. For previous Discovery Days, departments received help from Admissions and Marketing. Some departments requested that they present as a group on the day. Dean to discuss with Carol issues that were discussed, especially the need for support for the Science departments. Reminder: If departments need/want professional brochures made, they are to contact AJ Newell to have them done. She requires 4 weeks before returning proofs.</p>
Advisory Board Prospects	New Advisory Committee —The Dean discussed his plan to develop a group of alumni who would be interested in

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	forming a CAS advisory committee. Department chairs were asked to send a list of names for people whom they think would be able to donate both time and money. The committee will need to set-up by-laws. Once it is set up, the Dean will work with Department Chairs to decide how to allocate money received.
Summer Teaching/revenue sharing	Summer session plans: Provost is making a change for the summer session to create more revenue for the university. The estimated revenue from the class will be a part of the decision about whether the class will be held for the summer session. An e-mail from the Provost has been sent regarding this issue.
Mentoring Jr. Faculty	(delayed until next meeting)
Evaluating Teaching	The Faculty Affairs Committee will be reporting on this issue. (Discussion at the Chairs meeting of what people are currently doing to evaluate teaching was delayed until the next meeting).
Research and Creativity Day	Several dates were proposed, including the last day of classes, when 2 large departments already cancel all or many of their classes for research presentations.
New Faculty Search Committees	A few departments expressed concern about the need to add a woman or minority as the outside representative to search committees. Some discussion ensued about the requirement, which followed expressions of concern from many on campus that CAS has recently lagged in hiring women.
Next Meeting:	Friday, November 9th, at 4:00 in the Red Room