

**COLLEGE OF ARTS AND SCIENCES  
COUNCIL OF CHAIRS MINUTES  
Friday, November 14, 2014 10:00 a.m.  
Fell 275A**

Presiding: Greg Simpson

Chairs/

Directors: Tom Buller, Bruce Burningham, David Cleeton, Tony Crubaugh, Ricardo Cortez Cruz, Craig Gatto, Dan Holland, Steve Hunt, Scott Jordan, Larry Long, Eric Peterson, Ali Riaz, George Seelinger, Jim Skibo, Diane Zosky, Joe Blaney, Debbie Fox, Mike Regilio, Sally Parry, Dagmar Persaud

Minutes: Tammy Hansen

Call to Order and Announcements

- Nate Carpenter – Assistant Director of Convergent Median in School of Communication
  - Introduced chairs to SMACC (Social Media Analytics and Command Center) which is open for all to use

Report from Dean Simpson

- Mid-tenure review
  - College ASPT guidelines say one has to be done
  - Language is vague enough to roll into annual review or do a more elaborate one if you choose
  - Do 3<sup>rd</sup> year review as you wish
    - Have a paragraph that says whether making progress or not
- Teaching portfolio part of Promotion and Tenure
  - CFSC agreed that it is more cumbersome than need be
    - Talking about rewriting guidelines
- Provost office
  - Coming in with fresh eyes and questioning everything, i.e. “How does this work?”
- Everything must go through Provost Enhancement Process in Spring budget
- Variance money
  - Revenue sharing between departments and college discussed
    - NOT FOR THE DEAN’S OFFICE
    - Would allow to even things out among departments
    - If there is a budget cut, would allow college to absorb centrally
    - Would go back to departments to help those with little variance

Report from Associate Dean Dagmar Persaud

- Tenure and Promotion
  - Online now
  - If there are any difficulties with access, please let her know
- Budget timeline earlier
  - Will release memo in next day or two
  - Online budgeting being used
  - One major change from last year
    - You will be able to see what you submitted last year, then copy from last year to this year and edit that
  - System should be released 12/1
    - Suggested that Chairs look through the system again prior to using it

Report from Associate Dean Joe Blaney

- RPRC meeting this week
  - Tentative decisions have been made and committee is happy with the distribution
  - NFIGs– need feedback by 12/5 on merit of proposals
    - If tech problems, send via email to Joe
- Tech shutdown from 12/17-12/19
  - Will not affect access to Digital Measures

Report from Associate Dean Sally Parry

- EdTPA meeting yesterday
- Low-enrolled classes
- Thank you for responding to Career Survey

Report from Assistant Dean Debbie Fox

- Thanked all for coming out for Main Street College, the Emeriti Luncheon and the College Lecture
- The date for the Staff Appreciation/Dean's Update is December 12<sup>th</sup>, from 2:00 to 4:00 in Stevenson 401
- Debbie will be having a meeting with Stephanie Sellers regarding the recipient list for Holiday Cards
  - Will send a list for Chairs to see who is on it

Report from Chairs/Directors

- Moved to have no Chair reports

Minutes from October 24, 2014 were approved as presented.

Meeting adjourned at 12:00pm.