

March 24 – Chairs Council – University Writing Center, Walker Library 362 (3:00-4:30 PM)

University Writing Center
Student Success Data

Caty Chapman and Jenny Rowan
Jeff Hoyt and Brian Hinote

REPORTS

Approval of Minutes from February 24, 2014

Update from Chairs Exec with Provost and Dean's Cabinet meetings

Update on Wait Listing Pilot Project

QEP Update

Next Chairs Council meeting – **April 21 at 3:00 – Faculty Senate Chambers**

NEW BUSINESS

Graduate Applications Processing

3/17/2014 – Chairs Exec with Provost

1. Dr. Bartel noted that Jeff Hoyt (IEPR) will be leaving the university and that Chris Brewer will serve as interim director while a national search is conducted. Chris and his staff will be focused on national and TBR required reports as a priority and it is possible some requests for on-campus reports may be delayed as a result.
2. Dr. Bartel also noted upcoming the upcoming search for Vice Provost for Student Success; Mike Boyle is serving as acting Vice Provost at the moment.
3. On the issue of professional advisors, Bartel indicated a cluster hire would be forthcoming to hire these staff members during summer and early fall (likely). He noted the need to work on revising the role of faculty in the advising process (focusing, most likely, on mentoring, career development, and preparation for graduate studies, etc). The contract with Educational Advisory Board for advising software has also been signed.
4. Attendance – administration is working with IT on technological methods for taking class attendance and possible solutions should be forthcoming in the months ahead.

3/19/2014 – Deans and Directors Meeting

1. The issue of summer session enrollments was discussed. It was noted that approval of exceptions for low enrolled courses would likely be "tighter" this year than in the past. There was also discussion of proration of summer teaching salaries for low-enrolled courses. A new method for calculating prorated pay for lower division courses is being implemented. Chairs should work closely with deans on these issues.
2. Bartel noted that funds allocated for Student Success initiatives are being reviewed and inventoried; if these funds are not used, they can't roll over to next fiscal year.
3. Dr. Bartel discussed Promotion & Tenure revisions that are forthcoming; he has been working with Faculty Senate on these changes. The next step will be a 30-day review by all faculty before the changes are finalized.