AGENDA

Council of Chairs Meeting

April 6, 2020

1. Informational Items
2. Announcements by Chairs
3. Announcement from administration
* Roberto’s/Jeffrey’s report
	+ • Outstanding Faculty nominees (chairs discussion)
	+ • Macebearer vote (John Sarli)
	+ • Registrar update: Email chains for all enrollment requests
* Sally’s report
* Scheduling
	+ Spring 2020 Course is Full
	+ Fall 2020 schedule build is now complete.
		- Fall advising starts May 11
		- Fall registration starts May 21
		- Make sure you are offering enough sections
		- For multi-section courses, I recommend keeping some sections closed until others fill, especially for GE labs, since we don’t know how many students will choose to take their GE lab in life science vs physical science
	+ Spring 2021:
		- CNS classroom allocation meeting Weds. April 22, 2-3 pm via Zoom
			* Backup meeting Weds April 29, 2-3 pm (if we need it)
		- I will circulate a first draft of room allocations by April 13
* Awards
	+ CNS Outstanding Undergraduate and Graduate student
		- Please send names to Deanna by 1 pm on Friday, April 10
* Sastry’s report