

## **College/Unit Highlights (unedited)**

### **May 31, 2019**

#### **College of Arts and Letters**

##### **Student Success**

- ART: Studio Arts Club students organized and opened an exhibition of their works at Viva La Boba, on 4th Street in Downtown San Bernardino, Saturday May 25th. This group exhibition features photographic works by Margie Fletcher, Juan Carillo-Dominguez, James Dailey and others. It will be on display to the public for two months.
- ART: Tuesday May 7th students from Associate Professor Andrew Oakes's graphic design class were awarded a certificate by Dr. Laurie Smith, Director of The School of Social Work at CSUSB, in recognition of their outstanding design and branding work for the events surrounding the National Mental health Awareness Month campaign on campus organized by SSW. As a PBL HIP, the students engaged with Dr. Smith and her colleagues, their client, to develop and produce various design assets that are now being used to promote the events.
- ART: Students from Dr. Francis Houlihan's UX/UI class presented working prototypes of an app for finding free parking spaces at CSUSB to the ITS/ATI team, in the middle of this quarter, which was a PBL experience (HIP) where the students developed for a client (ITS/ATI) a new digital mobile application product. Following their presentations, Dr. Mihaela Popescu, Team Leader of ATI, has offered the students to actually produce the app for CSUSB, and to work for ATI as paid student assistants to continue working on this and other UX./UI initiatives, to present to the campus leadership team at some point in the future, and to ultimately present to the CSU ITS leadership working group following this.
- ENG: On Thursday, May 2, the English department held its annual spring Strategic Employability in English (SEE) event, bringing back 5 alumni panelists to meet with current students talk about career paths. About 50 current students attended.
- ENG: The Pacific Review sponsored an Open Mic event on Thursday, May 9 in PL 5005.
- ENG: Undergraduate student Aubrey Guldemon (linguistics) and MA student Victoria Porraz (Comp/Lit) were recognized as CAL outstanding students for 2018-19.
- MUS: To celebrate the partnerships we share with the local colleges, The San Bernardino Symphony's performance of Gustav Holst's *The Planets* also included 11 outstanding strings students from Cal State San Bernardino's [Orchestra Department](#) who study with [Dr. Lucy Lewis](#)

- ART: Professor Annie Buckley and her team of CBA/PAC student assistants, interns and staff members have organized an exhibition of prison inmate art to be held at The Garcia Center for the Arts, in San Bernardino. The exhibition opens Friday May 10th, and runs until June 9th, 2019. Art works from inmates at six different correctional facilities will be exhibited.
- WLL: 2 students received scholarships from the Phi Beta Delta Honor Society at their annual banquet.
- WLL: The second annual Taiwan Fair was held on Thursday, May 23. Activities celebrated the Dragon Boat Festival, a long standing tradition in Chinese culture. Over 100 participants included CAL Interim Dean Rueyling Chuang and President Morales.
- WLL: 24 Spanish majors were initiated into Sigma Delta Pi, the National Hispanic Honor Society on Thursday, May 23.
- WLL: The Korean Foundation awarded scholarships to 31 student to travel to Korea.
- ART: Graduating, 3rd year, MFA Studio Art student Frederick Brashear was voted as one of two CAL Outstanding Graduate Students in the college for AY2018-19. We are very proud of all of Fred's achievements in his art practice, exhibition record and his general service to the Department of Art & Design. Needless to say, Fred is also the Department of Art & Design Outstanding Graduate Student for AY2018-19.
- ART: 2nd year, MFA Studio Art student Halyie Roché, has been awarded a Graduate Equity Fellowship Award this year. This is based on need, but is also judged on the excellence of the performance of the student. Haylie has progressed so much in her studies on the MFA Studio Art and continues to be very dedicated and hard working.
- ART: Graduating, 3rd year, MFA Studio Art student Halima Ladbon opened her solo thesis exhibition at the Dutton Family Gallery, RAFFMA, Thursday 16th May, titled "Summer Skin." This ambitious light installation will run for two weeks, and is open to the public. The exhibition/installation combines fabric and LED lights that change colour and intensity over a 24 hour period replicating the colour of the skies over Hawaii in a typical winter's day. This is the result of a year's worth of research into artistic, scientific, and electronic engineering methods to produce this sublime experience in the gallery.
- ART: Graduating senior in the BA in Art Plan II Studio Art program, Rinoi Imada, opened a solo exhibition in VA106 gallery, Thursday 23rd May, which will run for 4 weeks, titled "Dialogue". Rinoi came to CSUSB from Japan specifically to study glass-making with Professor Katherine Gray. Over her years at CSUSB, Rinoi has become very expert in many glass-making techniques and has begun to experiment widely within the medium. The exhibition features her most recent glass works as well as pyrography (drawing with heat/fire). Further to this, Rinoi also has a solo exhibition of her glass works at the Little Gallery of San Bernardino, opening Sat 25th May.
- RAFFMA: Student Assistant, Maia Matheu presented about her study abroad experience of visiting ancient Egyptian sites and excavating at Wadi-el-Hudi during the Philanthropic Foundation Board Meeting on May 23.

- RAFFMA: The last (fourth) MFA exhibition will conclude at RAFFMA on May 29. All five students received invaluable instruction and assistance from the museum staff: John Fleeman and Michael Beckley. They also worked directly with RAFFMA student assistant, Fred Brashear.
- RAFFMA: Close to 350 CSUSB students and 150 other college students used the museum in May for class assignments; 300 participated in the museum's events.

### Faculty and Staff Success

- PHIL: Bill Vanderburgh's "David Hume on Miracles, Evidence and Probability" was published by Lexington Books in April 2019. It argues that Hume's account of reasoning about evidence should be understood through the non-mathematical account of probability inherent in a tradition of legal reasoning that goes back to Ancient Rome, and that once understood in this context Hume's argument against believing reports of violations of the laws of nature stands up to various criticisms that have been leveled against it.
- PHIL: Chris Naticchia's chapter, "Secret Authority under the Social Contract," was published in Sharon Lloyd and Claire Finkelstein (eds.), *Sovereignty and the New Executive Authority* (New York: Oxford University Press, 2019), 187-208.
- WLL: Professor Rafael Correa received an award from Affordable Learning Solutions for finding free textbook solutions for Spanish Classes.
- WLL Interim Chair McGovern accepted a Recognition Award for the department's participation in the ALS program.
- WLL: Dr. Bibiana Diaz is named CAL Outstanding Professor in Service.
- WLL: Dr. Bibiana Diaz was installed as president of Phi Beta Delta Honor Society for two years.
- ENG: Professor Miriam Fernandez also received an award from the ALS program.
- PHIL: Part-time lecturers, Tom Gardner and Joseph Dowd, received awards from the ALS program.
- ENG: Professors Ron Chen, Yumi Pak and Angela Penaredondo all received Professors Across Borders Grants for Summer 2020.
- ENG: Professor Angela Penaredondo will be reading from and discussing her work as part of the campus' observation of Asian and Pacific Islander Heritage Month on 5/23 in PL 5005.
- MUS: Stacey Fraser was a featured soprano on several prestigious concerts over the past three months including premieres at the Wende Museum in Culver City, Boston Court in Pasadena, the Hear Now Music Festival Los Angeles and La Jolla Symphony in San Diego. Of her performance in Bernstein's *Kaddish* under the baton of internationally renowned conductor and percussionist Steven Schick, music critic Christian Herzog of *San Diego Union Tribune* stated, that, "Soprano Stacey Fraser sang with firm tone and beautiful phrasing."

- TA: On May 10, we once again hosted Family Night. The event brings in students from 4th-8th grade is well attended. Workshops, performances, and fun was had by all. Leslie Bryan was a top notch organizer and instructor.
- TA: On May 31, we open *In the Heights*, our spring musical production. With music and lyrics by Lin-Manuel Miranda (*Hamilton*), directed by Professor Kathryn Ervin, and performed by students, faculty, local professionals, we expect a great show. This production is the third ELLEN WEISSER ENDOWED SHOWCASE, whose generous funds continue to support our Department.
- ART: Professor Annie Buckley won the coveted and highly prestigious CSUSB 2018-19 John M. Pfau endowed award for Outstanding Professor. This prize was awarded for Annie's excellence in teaching, in her huge contributions to service across campus and within the wider community of SoCal, and her successes in grant-writing for CBA/PAC.
- ART: Associate Professor Dr. Jane Chin Davidson was voted as the CAL Outstanding Faculty Member in Research for AY2018-19. Dr. Davidson's research into global changes and trends in galleries and exhibitions that focus on ethnic and racial identities in the contemporary art world has seen many successes this year, including monographs, edited volumes, chapters, and articles all published in peer-reviewed journals and other publications by major publishers with world-wide distribution.
- RAFFMA: Diana Nieto-Godinez and John Fleeman represented RAFFMA at the American Alliance of Museums Annual Conference in New Orleans, May 19-23.
- Diana Nieto-Godinez Attended CSU conference in Long Beach, May 27-30.

### **Resource Sustainability and Expansion**

- ART: The ceramics area of the Department of Art & Design took delivery of a professional grade Ceramics 3D printer in May. This device will continue to radically change the possibilities of ceramic art works in the department, and continues the investment that the department is making in high-level technology for the benefit of our students in their coursework and career-readiness. It's also super cool and fun!
- RAFFMA: Continue working with Facilities on improving the environmental readings.

### **Community Engagement and Partnership**

- ART: Professor Matthew Poole visited San Bernardino Valley College to review the annual SBVC Art Department Student Show, a new partnership with Professor Mandi Batolo, Chair of the Department of Art at SBVC, and he will return Wednesday 8th May to award a recognition prize/award to one of the SBVC exhibiting student artists. This partnership is planned to be an annual occurrence to strengthen the partnership of CSUSB and SBVC's art departments, and to encourage SBVC art students to transfer to CSUSB.
- WLL: The annual IEFLA (Inland Empire Foreign Language Association) Honors Awards Ceremony was held on Wed, May 1. Some of our own students were honored along with local high school students. Around 500 people attended the event and Interim Dean Chuang and Interim Chair McGovern addressed the attendees. The event is co-sponsored by the Department of World Languages and Literatures.

- WLL: Korean Festival was held on Friday, May 3. Festivities included a mock traditional wedding ceremony and food prepared by celebrated Korean Chefs
- WLL: Interim Chair Thomas McGovern was the lead teacher and Prof Juan Delgado (ENGL) assisted in working with Chaffey High School students on a photography/storytelling projects for 6 weeks. The photographs and stories were exhibited at the Ontario Museum of Art and History on Thursday, May 2.
- ENG: Alumnus and writer Isabel Quintero visited CW classes on campus on 5/8/19 and held a public reading from her work.
- RAFFMA: Engaged community artists in the *Voices of Ancient Palmyra* project and *Voices of Ancient Palmyra Resounded* exhibition, which previewed May 16-29, and will fully open on June 14.
- RAFFMA: Hosted a successful “Art Break” event on May 9, attended by CSUBS students, staff, and faculty as well as some visitors. Attendance: 75.
- RAFFMA: The museum’s Board of Advocates is working on 2019 Student Forum and a community event as well as the October 27 Art Excursion to OCMA and Laguna Art Museum to learn about California art (in conjunction with the “*Made in California: Art + Photographic Portraits of Artists by Shimabukuro*”. October 3 – December 7, 2019)
- RAFFMA: The museum staff is preparing for this year’s summer workshop, “Kids Discover Egypt” which will be held July 22-23 and 24-25, 9 am - 3:30 pm. 40 community children are expected to participate. The museum is in the process of actively promoting the workshop.
- RAFFMA: The museum staff in partnership with UCR Doctoral Candidate and CSUSB Adjunct Professor (History), Carly Maris, is preparing for a community family event planned for Saturday, July 27. The event will be funded by \$1,200 grant provided by UCR.
- RAFFMA: Held an event for all CSUSB Extended Education ESL students on May 22. The event was in conjunction with the *Voices of Ancient Palmyra Resounded* exhibition.
- RAFFMA: The museum staff and docents have given guided tours to close to 300 students.
- ART: Professors Katherine Gray and Alison Petty fly to South Korea, Saturday 25th May, to visit schools of art there. They will be promoting the Department of Art & Design at CSUSB for possible future recruitment to our programmes, as well as giving artists’ talks and demonstrations in glass-making and ceramics. As part of the CSU Summer Arts programme, Professor Alison Petty will continue on to Japan, where she will take part in workshops with US students travelling to Japan as part of the programme.

## Identity

- RAFFMA: The museum is working with the Web and Mobile Services on completing its new website.
- RAFFMA: The museum actively promotes its exhibitions, events, and programs through social media, printed ads and email.

- RAFFMA: Rabbia Sukkarieh's exhibition, DARKEVENTWHITEHORIZON was reviewed by Anabel Osberg from "Artillery" for the July-August issue of the magazine.
- ART: The Department of Art & Design is ready to launch its new and much improved website via the Drupal platform.
- ART: On Friday 17th May, Prof. Matthew Poole, Prof. Katherine Gray, and Photo Technician Andrew Thompson hosted 80 school children from CIMS Cobalt Institute of Math and Science, Victorville, CA, on a tour of the VA facilities in the Department of Art & Design. The tour was led by CIMS teacher Kelly Phillips who is an alumna of our BA in Art. The tour was a great success with the students having a great time watching demonstrations in ceramics, glass blowing, and talking with students, faculty and staff members who were working in the studios and workshops.

### Jack H. Brown College of Business and Public Administration

- Dr. Nestler, Dr. Coulson and Mr. Ashley featured as curriculum authors as a part of National Security Agency's National Cybersecurity Curriculum Program. This curriculum is one of the first 10 to be released nationally in this unique and transformative effort as we work to secure our nation by strengthening the cyber workforce. All curriculum has undergone a strenuous multi-faceted review before being released on <https://www.clark.center/home>

### College of Education

- 17<sup>th</sup> Annual COE Graduate Student Research & Scholarship Symposium was held on May 14, 2019. This event is chaired by Dr. Marita Mahoney and coordinated by Ms. Diana Quijano. Twenty-five (25) students presented their theses and dissertation research work. Mr. Christopher Mendez (School Counseling Student) was selected as the master's student outstanding presenter and Ms. Audrey Baca (Student) was selected as the doctoral student outstanding presenter. Each recipient will receive a \$500 scholarship/tuition waiver.
- Diana Quijano was selected as the 2019 COE Outstanding Staff.
- Dr. Lasisi Ajayi (TEF Faculty), Dr. Edwin Hernandez (SRC Faculty), Dr. Edna Martinez (ELT Faculty), Dr. Enrique Murillo (TEF Faculty), and Dr. Stanley Swartz (SRC Faculty) were recognized at the 2019 Faculty/Staff Book Launch event on May 12, 2019 for their book and book chapter publications since April 15, 2017.
- Dr. Jemma Kim (SRC Faculty), Dr. Connie McReynolds (SRC Faculty), Dr. Shannon Sparks (SRC Faculty) were recognized at the Faculty RSCA Recognition Event on May 14, 2019 for their refereed publications and juried creative activities in the past two years.
- The following COE Faculty were honored at the Faculty Recognition Luncheon on May 28, 2019:
  - Dr. Jordan Fullam (TEF Faculty) Outstanding Instructionally-Related Activities
  - Dr. Nancy Acevedo-Gil (ELT Faculty) Outstanding Research, Scholarly or Creative Contribution
  - Dr. Eun-Ok Baek (ELT Faculty) Outstanding Service to the College

- Dr. Kathie Phillips (SRC Faculty) Outstanding Lecturer

### **Educational Leadership & Technology**

- Dr. Eun-Ok Baek and Dr. Amy Leh both received a Mini Grant in the amount of \$4600 each, through the Office of Academic Research for the 2019-2020 academic year.
- Dr. Susan Jindra received a Volunteer Award for her contributions to the Innovative Horizons Charter School for the 2018-2019 academic year.

### **Teacher Education & Foundations**

- Dr. Enrique Murillo (Faculty) was awarded the “Greek Faculty/Staff Advisor of the Year” by the Office of Student Engagement

### **Special Education, Rehabilitation & Counseling**

- Dr. Connie McReynolds (Faculty and Director, Institute for Research, Assessment & Professional Development)
  - Consultant for Moreno Valley Elementary School for a boy with auditory and visual processing difficulties. She provides the school district with support and recommendations for classroom accommodations to enhance the child's academic development based on the assessment conducted in the clinic
  - Requested to serve as dissertation chair for three Loma Linda University Clinical Psychology doctoral students; one will defend this summer and one in the fall. This partnership with Loma Linda University Clinical Psychology Department is enhancing the robust nature of the research agenda of the Institute for Research, Assessment & Professional Development. Two international publications have resulted from these collaborations. Dissertation topics in progress include an analysis of the differences in post-traumatic stress disorder between military and civilian groups treated in my clinic with neurofeedback; and an examination of the impact of auditory and visual processing disorders on anxiety comparing traditional talk therapy with neurofeedback interventions outcomes achieved in the clinic.
  - The initial neurofeedback professional development training phase with the staff of a domestic violence shelter in Bear Valley has been completed. The five staff members of the shelter have been trained as neurofeedback technicians. The Institute will expand our service delivery into this domestic violence shelter over the summer and provide clinical case management and staff support. Neurofeedback treatment will be provided for survivors (adults and children) of domestic violence as part of the services within the domestic violence shelter. This is a new line of business for the Institute in expanding the professional development branch of the Institute and providing neurofeedback clinical supervision / case management support to a community based agency.
  - Consultant to North Shore Elementary School in Bear Valley teachers and administrators training them on auditory and visual processing disorders in elementary children. She provides the teachers with classroom accommodation suggestions to better address negative behaviors and enhance academic outcomes. These interventions are coupled with the use of neurofeedback to treat the processing disorders in the children. Mid-point assessments of the children receiving in-school neurofeedback treatment reveal

robust outcomes for our pilot project. Teachers are reporting improvement in the children's academic abilities.

### College of Extended and Global Education

- We celebrated two Gilman Scholarship Award Winners this year! Two students studying abroad in South Africa received the prestigious award from the Benjamin A. Gilman International Scholarship program
- The Consulate of Mexico in San Bernardino and The Inland Empire Hispanic Leadership Council committed \$9,000 to fund the Mexico City/San Luis Potosi Study Abroad program
- Philanthropic Foundations gave \$35,000 to help students study abroad
- The CSUSB Korea Scholarship funded 31 students to go study abroad to South Korea
- Family/Parent Orientation Night for Study Abroad was held on May 8<sup>th</sup>, 2019
- The Study Abroad team hosted an informational session for parents of study abroad students, with 50 parents and 3 faculty in attendance!
- Ten students attended the OPT workshop held on May 15 to learn about eligibility, application process, and regulations regarding OPT status - the second of three offerings on the subject!
- CISP is hosting Travel Signature walk-in hours to expedite services during the end of year.
- CEGE hosted the End of Year Celebration for students to come and enjoy a summer themed party. We had food, ice cream, raffles, music, a photo booth, games such as musical chairs and giant Jenga, Cody Coyote also paid a visit to take photos and play musical chairs with the students. 38 students attended.
- Phi Beta Delta hosted 43 attendees for the annual scholarship banquet, where guests were able to participate in a silent auction for fundraising.
- CISP hosted a workshop May 22 for Professors Across Borders Grant and facilitated presentations by the AY 2017-2018 PAB grant awardees. 14 Attendees this event. Travel grant funds were provided by CSUSB Faculty Professional Development Committee.
- Presidential Non-resident merit-based Scholarship approved
- International recruitment video created with Strategic Communication
- IA recruiter Rebecca Kehe attended Community College transfer fair; Foothill College, Berkeley City College, Laney City College, Schools to visit: De Anza, Foothill, Peralta, Archbishop Riordan HS, City College of San Francisco, California Crosspoint HS (4/29-5/3)
- IA recruiter Rebecca Kehe attended Vancouver NACAC Fair met with over 80 prospective undergraduate students. (5/4- 5/5)

- IA recruiter Rebecca Kehe attended UCLA Extension fair. (5/10) IA recruiter Rebecca Kehe conducted a live webinar Q&A session with agents and partners. (5/24)
- Jolene Redvale, Program Specialist, conducted a presentation on the “Future of Continuing Education and Lifelong Learning” to business owners and city officials at the Rancho Cucamonga Chamber of Commerce on May 16, 2019. In addition, the breakfast was sponsored by the Online MBA Program.
- Partnership contracts have been completed for
  - City of Ontario and the Ontario International Airport
  - Palm Springs USD
  - Hesperia USD
  - San Manuel Casino and Resort
- Deirdre Thomas and Andrew German participated in the accreditation interview with ASCEND for the Individualized Supervised Practice Pathway Program with a concentration in Medical Nutrition Therapy. ASCEND has granted approval to accept 30 students, instead of 25.
- Recruitment event held at Riverside County, Indio office, for degree programs on May 21, 2019.
- Dean Rose of JHBCBPA has granted approval to provide a 15% discount for employees of employers that sign partnership agreement. This will only apply to the Online MBA program. Additionally the requirement for professional work experience has decreased from 5 years to 2 years. We anticipate this will assist in recruitment and allow us to be more competitive.
- Summer recruitment remains in full swing. Campus was branded with Don’t Let Summer Melt Away” and focused on an ice cream theme. Summer 2019 will be the last summer before Q2S with full 3 sessions: 10-week session and two 6-weeks sessions.
- Our goal was to achieve 10% over last year headcount of 4,258. As of May 29, we have exceeded the goal with 4,930 students registered and 2912 FTES. The headcount is 11% higher and FTES is 10% higher than the numbers at the same time last year.
- SAG & GIG - over 1959 students have been awarded over \$3.3 million. Dean Karmanova secured and approved additional [SAG funds of \\$641,500 to package remaining students](#).
- GIG Grant - 315 students were deemed eligible for GIG and all students have been funded. There are 20 students waiting to get into the required courses before Financial Aid can award their GIG.

## Community Engagement

- Over 80 University Honors Program students volunteered on a Friday afternoon at Helping Hands Pantry to help sort food for families in need in the San Bernardino area. Over 7,000 people per week receive assistance from Helping Hands Pantry through their distribution center and mobile food bank. Helping Hands Pantry also supplies canned goods and produce for the shelves of The Obershaw DEN food pantry. Our Honors students showed their Coyote pride by sorting over 21 large bins of donated fruits and vegetables in less than 90 minutes!

## Faculty Affairs and Development

### New/Updated Items:

- Worked with FMN on 2 new faculty workshops
  - Achieving work life balance – May 8<sup>th</sup>
  - Ombuds Services/ Integrating Accessibility Best Practices – May 28 (cancelled)
- RPT review for 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> yr – processed 70 faculty files
- RPT review for lecturers – processing 24 files (1 year and 3 year) for dept.
- CALPERs letter corrections – affected about 25 FERPS
- Chancellor's Office on campus visit for LEAN Project – May 24<sup>th</sup>.
- Faculty Recognition Luncheon – May 28<sup>th</sup>
- Tenure track faculty hires
  - CAL – 5
  - JHBC – 6
  - COE – 4
  - CNS – 13
  - SBS – 10
  - Library – 2

- As of May, FCE and TRC is now under the umbrella of FAC:

### FCE:

- Currently working towards bringing wellness programs for faculty to the FCE (Fit-bit challenge, Step test, Exercise is Medicine, Faculty walking program, Yoga, Zumba with the provost, etc.)
- Hired 3 student assistants
- 47 events scheduled in FCE for the month of May

### TRC:

- Faculty Learning Communities
  - ACUE Online Course – ongoing
  - 2018-19 Diversity, Equity and Inclusion in the Classroom – completed as of May 10
  - Newer Faculty Learning Community – ongoing
  - Communities of Practice Facilitators – ongoing
  - eLearning Academy – ongoing

- Workshops
  - Three ACUE Face-to-Face Workshops on Course Design
    - Backward Design – May 22
    - Transparent Assignments – May 29
- Dissemination Events
  - Strategies for Effective Teaching: Spring Brownbag—completed as of May 9
  - Spring Showcase—May 31

### Continuing from last month:

- Worked with FMN on 3 new faculty workshops
  - Introduction to CARE and Academic Integrity – April 18<sup>th</sup>
  - Reading and Interpreting RPT Evaluations – April 22<sup>nd</sup>
  - Reading and Interpreting RPT Evaluations – April 23<sup>rd</sup>
- RPT review for Promotion/Tenure – processed college level reports
- RPT review for 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> yr – Prepared 70 faculty files for dept.
- RPT review for lecturers – prepared 24 files for dept.
- Processed CV reports and SOTEs for winter 2019
- Provided SOTE files for PT faculty reviews
- Attended F180 implementation meetings
- Working on improving Interfolio - Online RPT
- Entered Campus Labs information for status reporting
- Received Range Elevation Decisions from A&L and JHBC
- Preliminary appointment of Department Chair, Marc Fudge
- Initiating and coordinating Emeritus letter with the President's Office.
- Special Records Request and Provosts report
- Processing spring appointments and additional payments
- Training session with new Athletics AAS (May)
- Completed job postings for Athletics and Art (repost)
- Received 10 signed contract letters for (3 JHBC, 2 COE, 2 CNS, 3 SBS)
- Sent out 4 appointment letters:
  - CNS – KINE 1
  - CNS – HSCI 1
  - CAL – COMM 1
  - CAL – TA 1
- Issues 7 revised letters due to Dean changes
- Working on 2 new faculty hiring files (HIST and ANTH)
- Visiting faculty letter for Marketing and Management
- Submitted 10 background checks and 2 are cleared
- Continuing to provide data sets and charts to the tenure track task force
- PageUp Recruiting
  - Prepare Academic Side for transition by providing overview sessions to colleges
  - Building recruitment processes, approval roles, and configurations in PageUP
  - Attending all CHRS/PageUp meetings/calls
  - Mapping recruitment processes for Full-time and Part-time recruitments
  - Conducting extensive system/PageUp tests and reporting to Chancellor's Office
- Implementation of online processing of UAW appointment forms and training
- Continuing to work with CEGB on printing faculty contract letters in PeopleSoft