

College of Arts and Letters

Chairs Council Meeting  
Thursday, September 26, 2013  
10:00 AM – 12:00 PM  
CE 112  
AGENDA

1. Announcements
  - a. Chairs
  - b. Dean's Office
2. Assessment – Assistant Dean Marshal
3. Addressing FAM and the CBA: Good Chair Practices  
Dr. Jill Buroker, Director of Employee Relations  
Time certain: 10:30 – 11:15 AM
4. RPT Guidelines – Dean Ballman
5. Budgeting with Karen – Karen Eastman
  - a. Converting funds to position / positions to reserve funds (benefit rate handout)
  - b. The fall quarter Part-Time Faculty salaries / workload sheet with explanations (handouts)
6. Policy on Class Size – Dean Ballman

909.537.5800 • fax: 909.537.5926

5500 UNIVERSITY PARKWAY, SAN BERNARDINO, CA 92407-2393