

Council of Chairs Meeting
Thursday, April 12, 2018
10:00 – 11:50 AM | UH 237

Attendees: Terry Ballman, Jennifer Andersen, David Carlson, Rueyling Chuang, Kelly Dortch, Michelle Fuller, Robert Knop, Thomas McGovern, Bradford Owen, Matthew Poole, and Terry Smith.

Approval of Summary Notes from 03.15.18 Chairs Council meeting

1. Announcements

a. Chairs

b. Dean's Office:

a) Dr. Rueyling Chuang:

- **Mellon Mays Fellowship:** Dr. Chuang announced the extended deadline for the Mellon Mays Fellowship Program. Students must have a minimum of 100 completed units to participate.
- **Q2S Advising:** Dr. Chuang asked Chairs to please forward names of key faculty that can assist in Q2S advising.
- **Office Hours:** Dr. Chuang thanked chairs for submitting their office hours and for posting office hour signage.

b) Dean Terry Ballman:

- **CSU Deans HSSA:** Deans Ballman and Mohammed hosted the CSU HSSA: Humanities, Social Sciences and Arts Spring meeting in PDC on March 28-29, 2018, which was a huge success.
- **GI 2025:** Dean Ballman shared some data that Craig Seal shared with the Academic Affairs Council regarding current students:
 - 72% of students think they are going to graduate in 4 years.
 - 1/3 of our students are not employed. Most students only work part-time.
 - Although graduation rates are going up, there is now a 5-point achievement gap.

Dean Ballman asked chairs to share this information with faculty and encourage students to take a full load of courses (15 units).

- **Faculty Colloquium:** Dean Ballman stated that the Winter faculty colloquium on April 11, 2018 was very successful. Presenters include: Jason Magabo-Perez (ENG), John Mumma (PHIL), and Mihaela Popescu (COMM). The colloquium was moderated by Matthew Poole.
- **CAL Assessment:** Dean reminded chairs the need to work on assessment and with T.C. Corrigan, Dean's Fellow for Assessment.
- **Social Media:** Astrid Sheil, Dean's Fellow for Program Promotion and Outreach, has been working with her students in relation to promoting smaller programs/departments.

2. Budget – M. Fuller

- **Reassigned Time Acknowledgement and Request Form:** Michelle reminded Chairs that the deadline to submit reassigned time forms is Monday, April 30th.
- **3-yr Report:** Michelle will be contacting Chairs whose part-time lecturers have contract renewals.

3. Q2S

- **GE Category C:** Dean, Dr. Chuang and department Chairs discussed the letter that was sent from the CSU Executive Vice Chancellor, Dr. Loren J. Blanchard in regards to Executive Order 1100 and Category C.