

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of April 6, 2004

Approved April 20, 2004

Present: Ayoob, Benavides-Garb, Boone, Budig-Markin, Carlton, Chew, Derden, Doty, Hall-Martin (recorder), Jenkins, Larson, Leeper, Sievers, Smith, Snyder, Sonntag, VerLinden and Yingling.

Absent:, Giovannetti, Paulet.

Guests: Bennett, Gelden, Little.

MINUTES

MSP: To approve the Minutes of March 23, 2004, as submitted. The motion was approved.

SPRING PREVIEW

Rhonda Gelden joined the Chairs to talk about Spring Preview which will be held April 16 and 17. Friday from 4:00 to 5:30 in the Kate Buchanan Room there will be a reception for the departments, deans and administrators to welcome parents and potential students. On Saturday the 17th, department office visits will at both 10:00 am and 11:00 am. Several CAHSS faculty will be presenting lectures to visiting families at 9:00 and a complete listing of all events, locations and times will be going out in campus mail in the next few days. The event comes to an end at 2:00 pm on Saturday.

ANNOUNCEMENT

Benavides-Garb announced to the Chairs that the WLC Department has received a \$250,000 grant to develop a Chinese Program. This is the culmination of three years' work by many faculty in several departments, including Mary Glenn, Ray Wang and Maggie Gainer. This grant will be used to develop a minor in Chinese Studies. The Dean congratulated Benavides-Garb for his perseverance and dedication to making this grant a reality.

COMMITTEE REPORTS

BUDGET

The recommendation of the Budget Committee for the remaining Lottery funds was distributed to the Chairs for review prior to the meeting. Many departments had requested digital projectors and Ayoob suggested that next year the requests be pooled so we can buy a large quantity of projectors and get the maximum discount. Ayoob reviewed the recommendations with the Chairs. **MSP:** To approve the recommendations of the Budget Committee for \$31,000.00 as listed. The motion was

approved. Chairs then agreed that the \$8,000 in guest speaker funds (\$500 per department) was acceptable. **MSP:** To direct the Budget Committee Chair to meet with the Associate Deans to reallocate the remaining \$10,000. The motion was approved.

FPS QUESTION & ANSWER

The Chairs were joined by Ron Fritzsche and Sherry Deffenderfer from Faculty Personnel Services to answer questions about contract issues relative to faculty layoff.

CURRICULUM

Theatre, Film & Dance, 104 (Storytelling), 114 (Storymaking) & 495 (Senior Seminar)
Boone presented the three courses to the Chairs. The first two courses were created to provide majors with a foundation experience that brings together the three areas of theatre, film and dance. The department requested GE certification for 104 which the Committee recommends. Both 104 and 114 are 4 unit classes. The final course is a capstone class which has been changed from 6 to 4 units so the unit requirements for the major will not change. The Committee recommends approval of all three courses.

MSP: To accept the recommendation of the CAHSS Curriculum Committee to approve TFD 104, 114 and 495. The motion passed unanimously.

BUDGET

On Monday the Dean was informed that the University has less money this year than was anticipated due to increased insurance costs and higher energy bills. This resulted in a year end cut of approximately \$1,000,000 with CAHSS having to pay back \$238,000 by this Thursday. This will be done by giving back the first half of summer monies. If this determined to be a permanent cut to our budget, the extra courses which were just added to the schedule will not go. There were several options discussed, among them: cut classes now, let the classes enroll then cut them when we have an idea of what the budget will be next year or run a full Fall schedule and take all the cuts in the spring. Chairs wished to wait until there was more information before deciding on which path to take. There will be a call for probationary position requests soon and Chairs will be informed when the deadline will be and what form to use.

The meeting adjourned at 4:00.

KAC:lhmm