

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of March 9, 2004

Approved March 23, 2004

Present: Boone, Budig-Markin, Carlton, Derden, Doty, Giovannetti, Hall-Martin (recorder), Jenkins, Larson, Leeper, Paulet, Sievers, Smith, Sonntag, VerLinden and Yingling.

Absent: Ayoob, Benavides-Garb, Chew, Snyder

Guests: Bennett, Cook, Little, Post, McKenzie

MINUTES

MSP: To approve the Minutes of February 10, 2004, as submitted. The motion was approved.

COMMITTEE REPORTS

CURRICULUM

History 377 - Vietnam Wars

Boone reviewed the proposal for this new course with the Chairs. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to approve History 377. The motion passed unanimously.

ANNOUNCEMENTS

There is no information regarding the Golden Handshake or Summer 2004 term. As soon as concrete information is received in the Dean's office Chairs will be notified.

The Dean asked Chairs to share information regarding faculty achievements with her via email so the College website can be updated to celebrate our faculty. Several Chairs shared information about departmental or individual faculty accomplishments.

STUDENT EVALUATIONS

The Dean received a memo from the CAHSS Personnel Committee regarding the low percentage of students who complete faculty evaluations. There is no university policy on the matter and the Committee urges that departments develop a statement of policies for gathering adequate numbers of student evaluations and include that policy in faculty promotional binders. The Chairs were not amenable to mandating such a policy and felt the Academic Senate was already working on the issue.

GRADUATE PLACEMENT STATISTICS

Chris Cook, one of our AS Student Representatives, addressed the Chairs. The University does not do a survey of graduates at present and Chris is part of a group that is hoping to develop one and is seeking the Chairs' input, particularly those which already survey their graduates. Chairs had a great deal of information to provide and several offered to share information with the group.

COMPUTING AND TECHNOLOGY

Brian Post, Chair of the CAHSS Computing and Technology Committee joined the Chairs with CAHSS ITC Megan McKenzie. They presented a report of the Committee regarding College Computer Labs which had been requested by the Chairs relative to requests for funding to refresh college computing labs. The Committee reports that the proliferation of department labs has gotten so far out of hand that it is impossible for the ITC Office to maintain them and service faculty and staff computers. The Committee recommends that ITC support to labs be cut and departments running labs either give release time to faculty to support them or use their own funds to maintain them. The Committee points out that the ITC office was created to support faculty and staff desktop computing, not maintain labs. MS: To accept the recommendation of the CAHSS Computing and Technology Committee to cease supporting departmental instructional computer labs. M/S: To table the motion until the next Chairs' meeting. That motion passed and the previous motion was tabled.

BUDGET

There was a great deal of confusion about zero enrolled classes. The Dean explained that this was done at the insistence of OAA who is worried that there will not be enough GE classes for incoming freshman in the Fall. Chairs were instructed to add the classes to the printed schedule but with zero enrollments. Many Chairs objected to the confusion and frustration this would cause for students. Options such as inserting comments into the schedule explaining that if funds became available these courses would be open or other ways to notify students why this was being done were discussed. The Dean will contact OAA for clarification and report back to the Chairs.

The meeting adjourned at 4:00 pm
KAC:lh