

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of May 4, 2004
Approved August 31, 2004

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

Absent: Giovannetti

Guests: Bennett, Klein, Little.

ANNOUNCEMENTS

The Dean began the last meeting of the year by thanking Jay VerLinden for his service to the College as the Interim Associate Dean this semester.

FALL RETREAT

The Dean asked Chairs to send her agenda items for the August retreat via email.

GRADUATE SCHOOL

The Dean asked Chairs to send her the names of their majors who are going on to graduate school and the names of the schools which they will be attending.

GRADUATION

Craig Klein joined the Chairs to distribute information about the upcoming commencement ceremonies. A rehearsal will be held Friday, May 14, in the West Gym at 1:00 pm. Name readers for the department should attend this rehearsal. The Dean thanked Klein for his willingness to take on this monumental task.

HOP

Representatives from the HOP Program joined the Chairs to distribute informational packets for the Freshman and Transfer HOP sessions in June. If Chairs have questions or comments, they should contact Romi at extension 3507 or via email at romi@humboldt.edu.

COMMITTEE REPORTS

Curriculum

Women's Studies Program Review

Boone reported that Departments have the program review process down and that the reviews have been complete and well organized. Questions of the Committee were presented to the Chairs as well as the responses from Women's Studies. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to accept the program review and send it to the Dean to forward on to the Provost's Office. The motion was unanimously approved.

Geography Program Review

Boone indicated that this was another excellent program review, very visual. Questions of the Committee had been satisfactorily addressed by the Geography Department.

MSP: To accept the recommendation of the CAHSS Curriculum Committee to accept the program review and send it to the Dean to forward on to the Provost's Office. The motion was unanimously approved.

Professional Writing Certificate Program

The Committee received a request to terminate the Professional Writing Certificate which had been awarded by the Departments of English and Journalism & Mass Communications. The program has been inactive for five years and there is no interest in the departments in reviving it. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to terminate the Professional Writing Certificate Program. The motion passed unanimously.

Consolidation of Printmaking and Lithography Courses

The Art Department has proposed combining the Printmaking and Lithography areas under one designation to conserve resources. Courses will carry the title "Printmaking." Art 111 and 333 will be suspended, while Art 107 and 330 will be combined printmaking and lithography I and II, respectively. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to consolidate the Printmaking and Lithography courses. The motion passed unanimously.

APPENDIX J

Snyder discussed the proposed changes to Appendix J and reported that the vote in the Senate approving the resolution was very close. The changes address the roll of the College Personnel Committees in the process as well as others. This matter will be brought to the faculty for vote next academic year.

CHAIR EVALUATIONS

Over the summer the Dean will be working on Chair Evaluations for this academic year. Chairs will meet individually with the Dean during the summer to review and discuss the evaluations.

The meeting adjourned at 4:00 pm.

KAC:lh