

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of April 5, 2005
Approved April 19, 2005

Present: Ayoob, Benavides-Garb, Bennett, Boone, Derden, Hall-Martin (recorder), Larson, Leeper, Little, Paulet, Paynton, Sievers, Smith, Snyder, Sonntag, Urban, and Wells.

Guest: Craig Klein.

ANNOUNCEMENTS

Agenda Items

The reports on Student Satisfaction and the Focus Group Summary which were electronically provided to Chairs will be taken up at a future Chairs meeting.

University Budget

The Dean reported that each administrative unit will be doing budget presentations to the University Budget Committee in the next weeks. The budget is not looking good for next year and the Dean advised that low enrolled classes will be cut early in the process with Fall offerings expected to go as planned. This could result in a catastrophic effect in the Spring when all the cuts would be taken. No decision yet on Summer 2005. An unsubstantiated rumor out of the Chancellor's office is that salaries for Summer 2005 may be required to be paid at the same rate as during the regular academic year even if the courses are run through Extended Education.

History Lecture

Paulet distributed a poster announcing a lecture by Dr. Frederick Hale from the University of Cambridge on "Eros at 60 Degrees North: How Sweden Got Its International Reputation as a Sexually Libertine Society." This lecture will be presented on Wednesday, April 6 at 5:00 pm in Founders Hall Room 118. Paulet invited Chairs to attend and asked that they post the announcement in their areas.

MINUTES

The Minutes of March 22, 2005, were approved as submitted.

COMMITTEE REPORTS

Curriculum

Sociology 584, Qualitative Research Methods

Request to change the course description to more accurately reflect course content. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed unanimously.

Music 370, 371, 372 and 373

Request to divide the courses into stand-alone instrument groups with reflecting letters to indicate which instrument group is covered. Unit values will change from 1 unit to a half-unit value. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed unanimously.

World Languages & Cultures - Program Review

Boone advised the Chairs that the Curriculum Committee was working on the WLC Program Review.

Budget

Ayoob distributed a recommendation from the CAHSS Budget Committee to spend year end budget monies IF any are available. The Dean is leaning toward using some of the monies to refresh the Art Computer Lab. If this happens, the Art Department requests on the draft allocation sheet for fume hood and easels will be removed. The recommendation also includes \$30,000 additional computer refresh monies. Chairs were concerned about approving these items when the budget situation is so unsettled and there are many unanswered questions and unknowns. **MSP:** To recommend that the College fund the Art Lab refresh, the additional \$30,000 computer refresh and drop the fume hood and easels from the Art requests. If we do not have enough monies to fund all the requests, it is recommended that, at the Dean's discretion, the top requests of each department be funded. The motion passed unanimously. Ayoob warned the Chairs that nothing is to be purchased until the Dean's Office notifies departments that the money is available and that there is no guarantee that there will be year end monies.

COMMENCEMENT

Craig Klein joined the Chairs to discuss the plans for commencement. He distributed copies of last year's commencement schedule and asked Chairs to update name readers and other details and get the information back to him as soon as possible. Our commencement is at 8:30 am this year on May 14. There will be a rehearsal on May 13 at 11:00 am for all the colleges. The Dean and Chairs thanked Klein for taking on this task and coordinating the event for the college.

POSITION REQUESTS

A total of 17 position requests were put forward by the departments. Each Chair briefly presented their position/s and fielded questions from the group. Many received suggestions for improving the requests and indicated they would send revised requests to the Dean. Chairs were asked to rank each position from 1 as low to three as high and get their rankings to the Dean via email by Monday, April 11.

ROLL FORWARD POLICY

A draft Roll Forward Policy was presented to the Chairs for their review. **MSP:** To approve the acceptance of the CAHSS Roll Forward Policy. The motion passed unanimously.

The meeting adjourned at 4:02 pm
RAS:lh