

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of November 30, 2004

Approved January 25, 2005

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

Guests: Rollin Richmond, Jessica Urban, Rick Vrem.

MINUTES

MSP: The Minutes of November 9, 2004, were approved as submitted.

COMMITTEE REPORTS

Budget

Ayoob distributed recommendations of the Budget Committee regarding OE, Temp Help and Equipment requests from Lottery monies.

MSP: To approve the recommendations of the Budget Committee except for the \$8,000 for speakers. The motion was approved.

The Dean thanked the members of the Budget Committee for their excellent work.

PROVOST VREM

Provost Rick Vrem joined the Chairs to take their input on the Interim Dean for AY 05/06.

Each Chair reported on departmental discussions regarding the Interim Dean. After input from the Chairs, the Provost indicated that he wished to have Bob Snyder serve as the Interim Dean through AY 05/06, with a performance review to occur in Spring 2005. In spring 2005 preparations for the search will begin with the search to be conducted through AY 2005/06 and the successful candidate beginning work July 1, 2006.

ASSOCIATE DEAN

The Dean reported that only one application had been received for Interim Associate Dean and the pool would be open to include sitting Chairs and associate professors, as well as FERP faculty if they are interested. Chairs who wish to apply must be able to serve at half time. The deadline for applications is December 8.

WINTERFEST

The College will be hosting a Winterfest celebration on December 9 from 4:00 pm to 6:00 pm at the First Street Gallery. Please notify your faculty and staff.

STUDENT REPRESENTATIVES ON SEARCH COMMITTEES

The Provost would like input from Chairs regarding putting students on search committees.

Please send your comments directly to the Provost.

SUMMER 2005

The FTES target for 2006 is 550. A call will go out shortly for course proposals.

PRESIDENT RICHMOND

President Richmond joined the Chairs to discuss enrollments.

We are not meeting our enrollment targets.

A consultant firm, Noel-Levitt, has been hired to come to campus and help us market ourselves better.

The President urged Chairs and their faculty to participate in the meetings with the consultants and get them the information they need to do their jobs.

This is an opportunity to take a hard look at ourselves and make the necessary changes to survive.

The primary focus will be undergraduate programs. Graduate programs will also be considered.

The meeting adjourned at 4:00
KAC:lh