

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of November 9, 2004
Approved November 30, 2004

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

Guests: Su Karl, Cole Newton, Jyoti Rawal, Dan Saveliff, Paul Silva, Jessica Urban.

MINUTES

MSP: To approve the Minutes of October 26, 2004, as submitted. The motion passed.

COMMITTEE REPORTS

Budget

Requests for budget augmentations are in and being reviewed by the Budget Committee.

Recommendations will be provided to Chairs for consideration and approval at the November 30 Chairs' meeting.

Departmental copiers and prices were discussed.

EOP PRESENTATION

EOP staff joined the Chairs to present information on programs and services offered by EOP.

COMMITTEE REPORTS

Curriculum

Philosophy 392: Experiential or Service Learning

Committee recommends approval, **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Political Science 370: Computer Applications, Political Science

Committee recommends approving the suspension of this course. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Political Science 318: Race, Gender and US Law

Committee recommends approving the cross listing with Women's Studies and Ethnic Studies. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Political Science 440: International Organizations

Committee recommends approving the course description change. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Art 433: Advanced Lighting Design

Committee recommends deleting the course from catalog. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Art 180, 360, 361, 363: Suspend Courses

Committee recommends suspension. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Art 109, 345, 346, 347 - Sculpture Course Sequencing

Committee recommends accepting the course description changes and sequencing of the courses. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Sociology 684 - Teaching Capstone

Committee recommends deleting the course from the catalog. **MSP:** Accept the recommendation of the Curriculum Committee. Motion passed unanimously.

Computing & Technology

First meeting of the Committee has occurred.

Topics for review this year include: temporary faculty, Palm Pilots, computer refresh policy, how labs are formed and the institutional history of computer labs.

TRAVEL

Requests totaling \$60,652.00 have been received for travel during AY 04-05.

Budget for travel is \$45,000.00.

After a lengthy discussion, it was decided that the Dean and Associate Dean would review the situation and inform the Chairs of their decision regarding travel monies.

ASSOCIATE DEAN

A call to the College will issue for nominations of persons, or self-nominations, to serve as the Interim Associate Dean for Spring 2005.

Nominees must be full professors, available to serve at either .5 or 1.0 time base, have the permission of their Department Chair to serve and may not be a sitting Chair.

Once a list of nominees is compiled, it will be reviewed by the Dean and Associate Dean and a list of potential Interim Associate Dean candidates will be provided to the Council of Chairs for review. Snyder will make the final decision on selecting the Interim Associate Dean.

ACADEMIC RIGOR

The review of classes for academic rigor was discussed.

UCC is taking this topic up as well as OAA.

CHAIR RESPONSIBILITIES

Several documents relative to the responsibilities of Department Chairs were distributed.

Chairs were asked to review these documents with an eye to crafting a more current set of guidelines for CAHSS Department Chairs.

The meeting adjourned at 4:00

KAC:lh