

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of October 26, 2004
Approved November 9, 2004

Present: Ayoob, Bennett, Berry, Boone, Goodman, Hall-Martin (recorder), Larson, Leeper, Little, Paynton, Sievers, Smith, Snyder, Sonntag, and Wells.
Absent: Benavides-Garb, Carlton, Paulet.
Guests: Rhonda Geldin, Cole Newton, Jessica Urban, Rick Vrem, Michelle Woo.

MINUTES

MSP: To approve the Minutes of October 12, 2004, as submitted. The motion passed.

ANNOUNCEMENTS

Media and the Election: Illusions, Polling and War

Sonntag distributed a flyer announcing the October 27th discussion "Media and the Election: Illusions, Polling and War," which will be held at 7:00 pm in Founders Hall 163.

Emergency Fall Elections

A Fall election will be held to replace James Derden on the Academic Senate and to provide CAHSS representation on two upcoming search committees: Associate Vice President for Faculty Affairs OR Associate Vice President for Academic Personnel (the title has not yet been finalized) and the Vice Provost OR Associate Vice Provost for Academic Programs & Undergraduate Education (the title has not yet been finalized). Chairs were asked to provide Hall-Martin with names in one week's time as the two search committees will be meeting prior to the Thanksgiving break.

FRESHMAN ADMISSIONS DAY

Rhonda Geldin from the Office of Admissions joined the Chairs to discuss Freshman Admissions Day. The Dean and Chairs are to report to Goodwin Forum by 9:45 am on Saturday, October 30, with the event beginning at 10:00 am. Students and parents are expecting to learn about the college in general terms. Geldin urged participants to bring materials such as brochures, flyers, etc., to the event. Snyder will begin the meeting, with Larson (Humanities), Ayoob (Arts) and Paulet (Social Sciences) each doing 5-6 minute presentations about the departments in their areas.

TRIG

The college was approached about creating another TRIG for Spring of 05. If any of the Chairs are interested in this opportunity, they should email the Associate Dean.

DOUBLE COUNTING OF INSTITUTIONS COURSES

The Academic Senate will be taking up the issue of double counting Institutions courses at today's meeting. Chairs offering courses in this area were urged to attend the meeting.

COMMITTEE REPORTS

Curriculum

Geography 321, 309I, 330, 313, 331, 320, 104, 669

The Department has requested suspension of these classes until such time as they have faculty to teach them and do some updating of some of the offerings. Because some of these courses appear in program descriptions for other majors, the Committee requested that the Department notify the areas to assure that the suspension will not impact their programs. Chairs were reminded they must do this for any course being suspended via the On Line Catalog Search process. The Committee recommends suspension of the courses. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to suspend the courses. The motion passed unanimously.

Native American Studies 364

Request to substitute NAS 364 (Indian Federal Law 1) for NAS 361 (Tribal Sovereignty) as one of the 3 core requirements in the major. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee regarding the substitution of courses. The motion was approved unanimously.

Sociology Degree Requirements

Request to add language to the catalog preventing Sociology majors from taking more than eight units of Sociology courses that have GE certification. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee adding the requested language to the HSU Catalog. The motion passed unanimously.

Sociology Degree Requirements - Weekend Workshops

Changes the unit value for weekend workshops offered by the Department of Sociology from 1-4 to 1-2 units. The Committee recommends approval. **MSP:** To accept the recommendation of the CAHSS Curriculum Committee to lower the unit value from 1-4 to 1-2. The motion was unanimously approved.

Budget

Ayoob informed the Chairs that the Budget Committee has met and is waiting to receive the information on OE/Temp Help/Travel requests. The Committee did take up the issue of computer refreshment and reports that the college is two years' behind in the schedule. He asked Chairs to consider the possibilities of: 1) Refreshing computers on the schedule for 03-04 at \$21,000; 2) Refreshing computers for both 03-04 and 04-05 at \$60,000; or, 3) Refreshing computers from 03-04 and the staff computers which require upgrading due to the CMS software, at a cost of \$30,000. Chairs were uneasy making a decision on computer refreshment until all the requests had been received for equipment, including photocopiers. Others felt that staff needed to have their computers refreshed because they would be unable to use the new PeopleSoft programs and do their jobs without needed upgrades. **MSP:** To recommend that \$30,000 in Lottery monies be spent to cover faculty computer refreshment for AY 03-04 and staff machines in 04-05. The motion passed unanimously.

SUMMER 2005

At the last Deans' meeting with the Provost it was announced that Summer 2005 will be a state-funded session. No hard numbers yet on what our FTES targets will be, but it is expected they it will not be as high as in past years. It is likely that those scheduling this

session will push for high enrolled classes with many GE offerings. Limiting faculty to the teaching of one class for summer has been considered. The impact of this limitation, if it is enacted, on the International Programs, could be a problem. The Dean's office will search for policies and criteria developed in the past regarding Summer Session will be found and distributed to Chairs. Chairs felt that having a Summer Committee, as has been done previously, to review and recommend classes was the best way to proceed. The Committee recommends the classes then the Dean negotiates with the departments. It was felt that this process must begin immediately. Serving on the Summer 2005 Committee will be Ken Ayoob, Michael Goodman and Judy Little.

ANNOUNCEMENTS

Election Day Drivers

Michelle Woo asked the Chairs if they would check with their faculty to see if they would be willing to serve as guest drivers to transport students from HSU to the polls on election day from 11:00-2:00. Interested faculty should contact Michelle at mcw22@humboldt.edu.

International Education Week

International Education Week is November 8-10 and will feature several events. Please watch the campus mail for information which is being sent out soon.

Women's Enrichment Fund

The call for donations to the HSU Women's Enrichment Fund has issued, check your campus mailboxes for more information.

PROVOST VREM

Provost Rick Vrem joined the Chairs to inform them of his decision regarding the search for a permanent Dean for CAHSS. The Provost wishes to start a national search for a permanent dean during AY 05-06, and asked the Chairs for their input on who the interim dean should be. Snyder will be Interim Dean for Spring 05 and has agreed to serve in that capacity for AY 05-06 if that is the decision of the Provost. A draft policy is being circulated regarding interim positions that go on too long. Any interim positions that go longer than 2 years require a special appointment. Vrem believes this new policy will not apply in this situation. Chairs want more involvement in the process and some felt that a search should be conducted, within the college, to see if there were other candidates who wished to run for interim dean in AY 05-06. Another option was to do a review of the Interim Dean during Spring 05 and if he receives a vote of confidence, he would continue until the search has been concluded. All agreed the process should be settled upon before Thanksgiving if possible. The Provost asked Chairs to return to their departments, talk to their faculty about the process and he would meet with them at the Tuesday, November 30, Council of Chairs meeting.

The meeting adjourned at 4:00
RAS:lhmm