

# HUMBOLDT STATE UNIVERSITY

## College of Arts, Humanities & Social Sciences

### Minutes of the CAHSS Council of Chairs Meeting

Meeting of March 7, 2006  
*Approved March 21, 2006*

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

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#### **MINUTES**

The Minutes of February 21, 2006, were approved as submitted.

#### **COMMITTEE REPORTS**

##### **Budget**

The Committee will be meeting shortly to review the proposals for end-of-year big ticket items and make their recommendations at an upcoming Chairs meeting. The Committee made "no recommendation" on the WLC software request and the NAS software request from lottery funds. The committee felt the requests have merit and fit lottery guidelines, but did not fit the College guideline of equipment requests above \$500 (single item, no bundling of separate items). Neither department had received lottery funds in this round. The committee felt a "Yes" recommendation would violate the guidelines given them, but a "No" recommendation would fail to recognize the question of equity. **M/S:** When a "no recommendation" is brought to the Council of Chairs by the Budget Committee, that request may be sent to the Dean for review (toward approval or denial) in consultation with the requesting department. The motion passed.

##### **Computing & Technology**

The Committee is working on two items, a lab policy and a policy for decommissioning a lab. The Committee was recently given a 2002 version of the lab policy which they are reviewing. The Committee is exploring the possibility of a policy that every new CAHSS student would receive a laptop. Costs for this would be part of their financial aid packet. The Committee will provide a report once they have looked into the issues.

##### **Curriculum**

*Geography 426, Cartography Practicum*

New course proposal. **M/S:** To accept the recommendation of the College Curriculum Committee to approve the course. The motion passed.

## **ANNOUNCEMENTS**

### **Ad Hoc Summer Committee**

Nominations of faculty willing to serve on the ad hoc summer committee should be sent to Hall-Martin by this Friday.

### **Area C**

Little told the Chairs a committee of the faculty is being formed to work up measurable outcomes for Area C courses. Interested faculty should respond to Little directly.

### **Staff Evaluations**

The Dean attended a two day training recently on conducting staff evaluations. He suggested that Lynda Moore or Tammy Curtis be invited to an upcoming Chairs meeting or a special meeting on an alternate Tuesday to present a mini-workshop for the Chairs. Chairs were interested in this information and suggested that persons who supervise others within the departments also be invited to attend.

## **ELECTIONS**

A list of vacancies for both University and College committees was distributed to Chairs to collect names of faculty interested in running in the spring elections. This information is needed immediately, especially candidates for the Academic Senate and University Curriculum Committees. Please email the names of interested candidates to Hall-Martin.

## **POSITION REQUESTS**

A total of eleven position requests were submitted (TF&D will be sending their two requests to Chairs electronically). Chairs were asked to review the proposals which will be discussed briefly at the next Chairs meeting.

## **WORLD LANGUAGES AND CULTURES PROGRAM REVIEW**

The discussion of the World Languages & Cultures Program Review continued. Chairs had questions regarding the lab director position, international programs, outcomes assessment plans for all the programs, viability of the German and French majors, and the lack of strong arguments within the program review for keeping or suspending the French and German majors. Because there was not sufficient time to conclude the discussion of the WLC Program Review, it will be placed on the next Chairs meeting agenda with the goal of developing recommendations.

The meeting adjourned at 4:00 pm.

HLW:ihm