

# HUMBOLDT STATE UNIVERSITY

## College of Arts, Humanities & Social Sciences

### Minutes of the CAHSS Council of Chairs Meeting

Meeting of February 8, 2007

*Approved February 22, 2007*

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**Present:** Ayoob, Berry, Brenneman, Crawford, Goodman, Hall-Martin (recorder), LaBahn Clark, Larson, Leeper, Little, Meyer, Paulet, Paynton, Smith, Snyder, and Wells

**Absent:** Bennett, Cheyne

**Guests:** James Boucher, Joanne Burke, Steve Cunha, Michael Eldridge, Mary Glenn, Margaret Kelso, Gary Krietsch, Edith Kurland, Katie Muldoon, Ryan Pilon

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#### **MINUTES**

The Minutes of February 1, 2007, were approved as submitted.

#### **COMMITTEE REPORTS**

##### **Budget**

No report.

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

The Committee is currently looking into distributing the MAC computers allocated to CAHSS which have recently acquired by the University. Their report will be coming to the Chairs soon.

##### **Curriculum**

No report. Wells reminded Chairs that the Assessment Workshop is Friday, February 16 and each department needs to send a representative. He passed around a sign up sheet so department reps can be identified.

#### **ANNOUNCEMENTS**

##### **Graduation Speaker**

The Dean discussed this year's graduation with the Chairs and announced it is Journalism & Mass Communication's turn to provide the speaker. It was suggested that perhaps Christine Accomando, HSU's Outstanding Professor for 2006-2007, could be invited to give the commencement address. Eldridge will approach her with the invitation.

##### **Spring Call for Probationary Position Requests**

Chairs were polled to see how many were planning on putting forward position requests this spring. While a call hasn't issued from the Provost's office yet, because of the number of positions being requested, it is necessary to begin to review and discuss positions very soon. The Dean asked Chairs to put their requests together over the next two weeks so they can be reviewed at an upcoming meeting.

## **Summer 2007**

Chairs will receive information early next week about the proposed summer courses.

## **CAHSS Travel Policy**

A subcommittee was created (Larson, Goodman, Crawford) to begin revising the College's travel policy. Chairs should send input and comments to Larson who will incorporate them into a draft document for the Committee's use which will then be presented to the Council of Chairs this semester.

## **Budget Update**

Adjustments made since the spring scheduling meetings are being input and the numbers run, so Chairs will have updates soon. The College is still working to get to base budget. More cuts may be needed down the line and further discussions with this body will occur as information becomes available.

## **MARKETING STUDENTS**

The Dean welcomed four HSU graduate students from the Business Department who will be doing a marketing study for CAHSS. In a few years, when money begins to return to the university from enrollment growth, the College needs to have a plan in place identifying what programs and areas will grow. To develop this plan, the students will be doing a marketing study and asked the Chairs for input on some areas of focus. It is hoped that the plan will identify programs that are unique that will draw students to the area and also address why students are leaving and what would keep them here. Chairs were asked to send the Dean suggestions for areas on which to focus and he will choose 2 which the students will then pursue.

## **GOVERNMENT & POLITICS PROGRAM REVIEW**

Meyer discussed the Government & Politics Program Review with the Chairs, leading them through the major curricular changes the department made as part of the review process, discussed the input of the external reviewer (this document was not part of the materials distributed to the Chairs and will be sent out to them), faculty resource issues and the three to five year hiring plan for the department. Strengths and weaknesses of the department were also discussed. Because of time constraints, discussion was tabled to a future Chairs meeting.

## **MOVE TO BSS BUILDING**

At 11:30 Gary Krietsch, Director of Facilities Planning, joined the meeting to discuss the move to the BSS Building. Only those Chairs who would be moving to the BSS Building stayed for this portion of the meeting and no minutes were taken.

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