

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of November 7, 2006
Approved November 28, 2006

Present: Ayoob, Benavides-Garb, Bennett, Berry, Brennehan, Crawford, Goodman, Hall-Martin (recorder), Larson, Leeper, Little, Meyer, Paulet, Paynton, Smith, Vellanoweth and Wells

Absent: Cheyne, Snyder

Guests: Mark Baker, Ginny Kelly, Margaret Kelso

In the Dean's absence, the Associate Dean chaired the meeting.

MINUTES

The Minutes of October 24, 2006, were approved as submitted.

ANNOUNCEMENTS

Academic Senate Election

Wells again asked Chairs to provide names of candidates to run for election to the two CAHSS vacancies on the Academic Senate for AY 07-08. The Senate has mandated that elections be held in the fall so those elected can begin attending Senate meetings in the spring semester. As of this date, only two candidates have been identified, with a total of four needed before an election can be run. The election must be conducted before finals week of Fall semester, so Chairs were urged to discuss this matter with their faculty and provide names of faculty willing to run to Hall-Martin immediately.

January HOP

An email has been sent out to all Chairs detailing the January 2007 HOP events. The College Meeting will be held on January 11 from 2:30 to 3:30 in Goodwin Forum. As in past events, the Dean will do a brief introduction, field questions, then guests can visit the individual departments at their tables. Chairs were requested to make sure you or someone from your department will be covering this event.

ADVISING CENTER

Ginny Kelly, Director of the Advising Center, and Ken Ayoob, in his role as Chair of the Enrollment Management Advisory Committee, addressed the Chairs. Copies of a newly created website containing a great deal of advising information were distributed to Chairs who were asked to advise their faculty of the new site. The site has many tools, articles and information available for advisors and Kelly asked that any suggestions for making the site better, corrections or additions be sent directly to her. The AIR Center now handles registration, add/drops, grades and records while the Advising Center deals with advising and student petitions.

COMMITTEE REPORTS

Budget

The Budget Committee recommendation on the allocation of Lottery funds was distributed to Chairs electronically prior to the meeting. **M/S:** To accept the recommendation of the Budget Committee. The motion passed. The members of the Budget Committee appreciated hearing the department presentations regarding the Lottery requests and would like to make them part of the process in the future.

The Budget Committee received several requests for digital lab equipment and wondered about the possibility of developing a digital media room or space for CAHSS departments to share. It was felt that this possibility was best explored by the Computing and Technology Committee.

Curriculum

Social Sciences MA Program in Environment & The Community

Proposal for changes to the degree requirements for the MASS in Environment & The Community. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed with 1 abstention.

Chinese Studies Minor

Proposal to create a Minor in Chinese Studies. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. Some Chairs were concerned that some course work in the program was taught by volunteer faculty on an ongoing basis. The motion passed with 3 abstentions.

Political Science 376 - Model United Nations

New course proposal. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed unanimously.

Political Science 323 - Environmental Political Theory

New course proposal. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed unanimously.

English Undergraduate Curriculum

Proposal for several changes to the undergraduate curriculum in English. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. There was concern regarding English 310 as Journalism and Mass Communication had not been consulted about the course which is similar to their own technical writing offering. Bennett agreed that the course would be pulled from the proposal for further consultation. The motion passed unanimously.

English Graduate Curriculum

Proposal for a series of changes to the English graduate curriculum. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee. The motion passed unanimously.

Computing and Technology

Leeper reported that Anna Kirchner, HSU's CIO, met with the Committee to explain the reorganization of the campus IT structure, which is substantial. The Committee will shortly have copies of the revised lab proposal and lab decommission proposal. The Committee is working on a new description for the committee outlining duties, processes, etc. HSU's contract with Blackboard expires in June of 2007 and the newest version may not be affordable. Moodle may be a better and more affordable option, and two other vendors are preparing quotes as well. The Committee will be watching this closely and report to Chairs and Departments when more is known.

SOCIOLOGY PROGRAM REVIEW

Little reviewed the Program Review process with the Chairs. The review was conducted with an eye to curricular changes relative to the three knowledge areas and the interests of their current faculty. They audited what students were doing relative to their major contract and found that many students had half of their major courses in GE. They have limited the number of GE courses Sociology majors may count toward their major to two. Concerns included advising, career preparation, quality of teaching, and not offering enough theory courses. The Department feels very stretched and Sociology graduate faculty don't get credit for teaching thesis units. The Department is stressed with six full time faculty carrying the undergraduate program and the two tracks in the graduate program. They are also working to address several issues within the department. Request for additional faculty is part of the Program Review. They have worked hard to address the outside reviewer's report and the issues contained therein in their review. Wells asked Chairs to address any questions they may have about the Review to Little or to note them for the next Chairs meeting where the Sociology Program Review discussion will continue.

The meeting adjourned at 4:00 pm.

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