

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of October 24, 2006

Approved November 7, 2006

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

Guests: Jená Burges, Rees Hughes.

MINUTES

The Minutes of October 10, 2006, were corrected to insert the phrase "in AY 05/06" after the word "requests" in the first sentence of the first paragraph of the Budget Committee's report. The Minutes were approved as corrected.

BUDGET

The Dean received a request for an update of the proposed budget cuts document distributed at a previous Chairs meeting. The document will be provided to Chairs.

COMMITTEE REPORTS

Budget

Little distributed the Budget Committee's recommendations for special budget allocations to the Chairs. Chairs asked if these cuts were to be viewed as permanent and the Dean indicated that they are not necessarily permanent, but until such time as a full budget picture is available, he cannot guarantee that. It is his intention to return to funding some of these requests annually when monies become available.

RETENTION DISCUSSION

Chairs were joined by Jená Burges and Rees Hughes to discuss retention efforts. Chairs were asked to take a retention awareness quiz which was then discussed by Burges and Hughes. In an attempt to retain more students, they will be focusing on things that have been found to work based on national research such as FIGS, early warning programs, mentoring, orientation programs and an advising center. An informational sheet of student resources to be shared with faculty was also part of the packet. Chairs were asked to raise the issue of retention with their faculty.

COMMITTEE REPORTS

Budget (Cont'd)

Chairs wanted to see what was allocated last year for special budgets. A copy of the allocations will be emailed to Chairs. M/S: To accept the recommendation of the Budget Committee for Special Budget allocations. The motion passed.

Equipment requests were also reviewed by the Committee at their last meeting. Some departments resubmitted their requests, others did not, so the Committee reviewed only the first item requested by each department. Those requests totaled over \$40,000 while the amount allocated for equipment is \$16,000. Departments were asked to contact Little to arrange for a time certain presentation at the next Budget Committee about their request.

Curriculum

Communication - Changes to the Major

Several changes to the major to speed time to graduation. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee to approve the changes to the major. The motion passed.

Ethnic Studies - Changes to Major, Addition of New Courses, Removal of Courses

A broad number of changes to the ES major were recommended for approval by the Committee. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee to approve the changes to the major. Chairs questioned the need for graduate level courses in a department which does not have a graduate program. Benavides-Garb responded that the courses support interdisciplinary graduate programs. The motion passed.

Reinstatement of MFA in Scenography in Department of Theatre, Film & Dance

Request to reinstate the MFA with a new title - Scenography. The Committee recommends approval. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee to approve the reinstatement. Chairs had some concerns about creating a Master's program at a time of budget cuts but Cheyne assured them that they could put the program on with the same faculty they already have on staff provided the money for graduate assistants stays at the current level. This will allow MFA candidates to take on duties faculty are currently assuming to put on the main bill productions. The motion passed.

TRAVEL

It appears that about half the travel requests in each department will receive funding. It is anticipated that the monies will be sent to the departments who will decide how best to allocate it to their faculty.

The meeting adjourned at 4:00 pm.

RAS:lhmm