

HUMBOLDT STATE UNIVERSITY

College of Arts, Humanities & Social Sciences

Minutes of the CAHSS Council of Chairs Meeting

Meeting of October 25, 2007
Approved November 8, 2007

Present: Benavides-Garb, Bennett, Berry, Cheyne, Elmore, Goodman, Hall-Martin (recorder), Herbrechtsmeier, Larson, Leeper, Little, Meyer, Novotney, Reitzel, Scoggin and Wells.
Absent: Ayoob, Berke.
Guests: Valerie Budig-Markin, Wayne Knight.

MINUTES

The Minutes of October 11 were amended to change the last word of the fifth sentence from the bottom of the paragraph under Disruptive Student Behavior from “programs” to “problems”. **M/S:** To approve the Minutes of October 11, 2007, as amended. The motion passed.

ANNOUNCEMENTS

Fall Preview

There is a great deal of confusion as to the exact time of Saturday’s Fall Preview reception for departments and the agenda for same. Hall-Martin will check with the person in charge and notify Chairs this afternoon as to the exact details.

Advising

The Dean, Ginny Kelly, Mark Larson and Ken Fulgham have been asked to be on a committee to look into student advising. He will report back to the Chairs once the committee has met. A copy of the draft proposal from the VP of Student Affairs regarding first year student advising, which was recently distributed at the Provost’s Council, will be sent out to the Chairs for their review.

Wang Family Excellence Award

Chairs were asked to get the names of nominees in for the Wang Family Excellence Awards.

Recruiting

Departments who have not sent copies of their Dem Jobs letters to Enrollment Management were asked to do so. They should be sent to Andrea Martin (x6243), martin@humboldt.edu. Chairs had questions as to why the process was so

cumbersome and suggested ways to streamline things. Chairs also wished to be able to access the information about potential students on their own rather than having to request the information several times a semester from Enrollment Management. The other suggestion would be to have Enrollment Management send out the information on a regular basis to Chairs rather than require chairs to request it.

Speaker

Wells announced that an international scholar, Dr. Weichi Zhou, will be on campus from November 14-16. He will be presenting a public lecture and participating in other events as part of International Education Week. An informational flyer on Dr. Zhou's lecture was distributed to Chairs to share with their faculty, staff and students.

***Kite Runner* Premiere**

The film, *Kite Runner*, will have be premiered on November 6 at the Minor Theatre in Arcata. Three hundred free tickets are available for HSU faculty, staff and students, 2 per person, for this showing and persons interested in reserving tickets should contact the English Department, Office of Student Affairs or the HSU Library Dean's Office.

Urinetown

The joint musical production from the Departments of Music and Theatre, Film and Dance opens this weekend and runs for the next two weeks.

COMMITTEE REPORTS

Computing and Technology

The Committee is working on a recycling policy for refreshed computers, additions to the tech policy, laptops, and upgrading the MAC OS. Also being discussed are department computer labs and how big they should be, refresh plans, who pays for refreshing the labs and how new labs are created.

Budget

Discussion returned to the CAHSS Budget Committee's report from the last Chairs' meeting regarding temp help and work study allocations. There was concern that some departments did not cut back their requests in light of the budget situation and others who did make the cuts received smaller allocations. Some felt that more detailed requests from the departments were necessary which spelled out exactly how the requested funds would be spent. **M/S:** To accept the recommendation of the CAHSS Budget Committee. **M/S:** To table the motion and discussion to the next CAHSS Chairs meeting or sooner if time permits at this meeting. The motion passed.

Curriculum

French Major/Minor Restructuring

Berry reviewed the proposal with the Chairs, noting that the proposal was reviewed by last year's Curriculum Committee then the current year's membership took it over so it has been doubly reviewed. The final version of the proposal was not the one sent to Chairs for review, but there were no major changes made in the final draft; mainly the change to the final version was to indicate a minimum of 42 units is required. Budig-Markin fielded questions from the Chairs, some of whom were concerned there were no

learning outcomes articulated in the document. The WLC Department was thanked for their vision in revising the major to incorporate Francophone Studies, which is where the discipline is going. This is the first French major to include Francophone Studies in the CSU. **M/S:** To accept the recommendation of the CAHSS Curriculum Committee to approve the French Major/Minor Restructuring Proposal. The motion passed.

Budget

Discussion returned to the Committee's report. Discussion again stressed that transparency in detailing requests is necessary for understanding how departments spend their money. The question was called and the motion passed. The motion to approve the recommendation of the CAHSS Budget Committee passed.

PRIORITIZATION TASK FORCE NOMINEES

Chairs announced the names of persons willing to serve on the Prioritization Task Force and discussed their service on campus and what strengths they would bring to the task force. Each faculty member was listed on the white board and Chairs voted for their top four choices. **M/S:** To send forward to the Dean the names of the four highest vote getters. The names of the four faculty members will be transmitted to the Dean for his review.

The meeting adjourned at noon.

HLW:ihm