

# The College of Arts and Sciences

## Department Heads Meeting

May 12, 2011

The meeting was called to order by Dean Cass at 3:30 PM in the Arts and Sciences Conference Room, ADMN 1-47. All heads were present. Dr. Michael Camille was absent. The following items were discussed.

### 1. **Welcome**

- Dean Cass welcomed Heads

### 2. **College Business**

- Textbook Debacle: The Bookstore uploaded fall 2010 data instead of fall 2011 data for textbook request.
- Spending Freeze: For the next 5 weeks, purchase or pay for only things that cannot wait until the next fiscal year – for example: Social Work accreditation.
- Assuming a \$10 million cut, with a \$3.1 million subsidy from state, use of \$3 million in reserves, and \$2 million in carry over from this year, the College of Arts and Sciences may have a ½ million dollar cut for fiscal year 2011-2012. Note that \$6 million of these funds are not recurring and will have to be dealt with in 2012-13.
- Numbers for Maymester, Summer, and Fall courses: Minimum numbers for a class to make is 10.
- Directed Study: Student/faculty ratio is affected by directed study courses.

### 3. **President's Award for Excellence**

- In addition to faculty, department heads are eligible to be nominated for the President Award for Excellence.

### 4. **Strategic Plan**

- Please turn in strategic plan for your department if you have not done so.

### 5. **Board Core**

- ULM core requirement will be the same as the Board of Regents core requirement with one exception. 3 hours of the 9 hours of humanities requirement must be a literature course.

**6. Grad Act**

- Please finish responses and submit them by the deadline. The college retention rate is 72.5%. However the graduation rate is 29%.
- Limiting the number of drops allowed to a student and instituting a drop fee were discussed.

**7. UG degrees (120, 30 in major**

- All degrees must be lowered to 120 hours with 30 hours in the major or department head must provide substantial reason for not getting to 120 hours.

**8. Adjournment**

- There being no further business, the meeting was adjourned at 4:20 PM.

Respectfully submitted,  
M. Sue Oliver  
Administrative Assistant IV