

## The College of Arts and Sciences

### Department Heads Meeting

February 29, 2012

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

#### **1. Welcome**

- Dean Camille welcomed Heads.

#### **2. College Activities/ Events**

- Scheduled Activities: Final program celebrating Black History Month - Open Arts Event at 7:00 p.m.; a reception for guest artist from 5:00 p.m. to 7:00 p.m.

#### **3. Staff Proposals Funded**

- Two 2011-2012 STAP Proposals for Arts and Sciences were funded: Band Building Rehearsal Hall Technology Update and Smart Classroom Equipment Upgrade. Arts and Sciences received approximately \$40,000 of the \$94,000 funded.

#### **4. Recruiting**

- Dean Camille and Dr. Long represented the College at the ULM Scholar's Banquet on Monday, February 27, 2012.

#### **5. Insight Tonight Proposal From Tresea Buckhaults**

- Dr. Rhorer reported that Ms. Buckhaults will have ground rules that must be met by students participating in the program. The purpose of the program is to form a connection between faculty and student in a non-classroom setting.

#### **6. New Core Curriculum**

- Dr. Camille shared a draft of the new core curriculum with heads. Only 1000 and 2000 level courses are in the core with the exception of DANC 3001.

#### **7. Program Prioritization**

- Although the budget is at a standstill this year, there must be criteria in place for prioritizing programs in case future cuts are required.
- In March, the deans will prioritize the programs in their colleges and present their recommendations to their college budget and steering committees for review.

**8. Release Time**

- With the exception of department heads, graduate coordinators, and those performing a university service (such as Faculty Senate officer), faculty release time must be justified. Heads are asked to send the names of faculty with release along with a rationale for the release to Dr. Camille.

**9. Summer/Fall Schedule**

- Department Heads should maximize SCH productivity of faculty as a means of impacting future formula funding. A graduate assistant could assist faculty teaching double size classes.

**10. New Business**

- Dr. Thamelng ask the Dean to include the Annual Departmental Report on the agenda for the next Heads meeting

**11. Adjournment**

- There being no further business, the meeting was adjourned at 5:00 p.m.

Respectfully submitted,  
M. Sue Oliver  
Administrative Assistant IV