

The College of Arts and Sciences
Department Heads Meeting
March 21, 2012

The meeting was called to order by Dr. Camille at 3:30 p.m. in the Arts and Sciences Conference Room, Walker 1-47. All heads were present except Dr. Brown who was excused. Dr. Bontty sat in for Dr. Brown. Kristin Morris was invited to discuss curriculum issues involving the college. The following items were discussed.

1. Welcome

— Dr. Camille welcomed Heads

2. College Activities/Events

- An Evening with Attorney Vicki Gilliam -Thursday, March 22, 2012 at 7:00 p.m., 7th Floor Conference Center
- Self-defense awareness training – Filhiol Hall, Room 103
- Choral Concert, First United Methodist in Monroe, on Loop Road at 7:30 p.m., March 22, 2012.

3. Curriculum Issues (new degree sheets, new core, capstone, etc.)

- Ms. Morris handed out 2012-2013 degree sheets to department heads to review with the new core requirements.
- Ms. Michaelides discussed the new core requirements with special emphasis on the math and humanities requirement.

4. Faculty Phone Calls to High Ability Students from Ace's Place

- Heads were reminded that faculty should contact Suzie Sparks to set a time to contact high ability students as part of their recruitment initiative.

5. Recruiting – University Strategies and Successes

- Dr. Camille passed out a handout with projections sorted by region.

6. GRAD Act

- Dr. Rhorer thanked Heads for their submission of Grad Act materials for this year and asked them to review their plans, tweak them, and set goals for next year.

7. Foundation – Annual Fund Priorities

- Heads should identify areas that external funding could be used to make our college more attractive. Heads should work with Larry Simpson, Executive Director at the University Foundation, to pursue this funding.

8. CAS Awards Convocation

- Heads were reminded to submit their outstanding graduating seniors to Ms. Price before Spring break.
- A reception for CAS retiring faculty, Faculty Awards for Excellence, and Outstanding Seniors is scheduled for Wednesday, April 25, 2012 in Biedenharn Hall.

9. New Business

- Dr. Frye reported a hazardous situation on the 2nd Floor of Stubbs Hall. Mr. Karlowitz will contact Jason Roubique.

10. Adjournment

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

Respectfully submitted,
M. Sue Oliver
Administrative Assistant IV