

## The College of Arts and Sciences

### Department Heads Meeting

April 4, 2012

The meeting was called to order by Dr. Camille at 3:40 p.m. in the Arts and Sciences Conference Room, Walker 1-47. All heads were present except Dr. Long who was excused. The following items were discussed.

#### 1. **Welcome**

- Dr. Camille welcomed heads

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

- The Musical "Chicago" was well attended all three nights.
- Northeast Louisiana Horn Ensemble – April 18
- ULM Orchestra – 4/19

#### 3. **Promotion and Tenure Process – Next Year**

- Promotion and tenure department committees should be established in September. Senior members of the committee should mentor junior faculty through the promotion/tenure process.

#### 4. **Math 1009 – Applied Algebra**

- Students who do not need trigonometry or calculus can take Math 1009. If students need trigonometry or calculus they must take 1011 to progress.

#### 5. **College of Arts and Sciences Awards Convocation**

- Outstanding students' names must be submitted to [aprice@ulm.edu](mailto:aprice@ulm.edu) by 4/6.
- Dr. Frye asked that graduate students be considered next year for the outstanding student award.

#### 6. **Recruiting Plan**

- Dr. Camille proposed the college form a recruiting committee. This committee would focus on highlighting our college in a creative way (promotional materials, power point presentation, posters for display boards, web sites).

#### 7. **Budget/Course Scheduling**

College still needs to trim budget. The University is looking at a 2.5 million dollar cut for the 2012-13 Academic Year. At this time, it is not known how much the

college will be asked to cut. Department Heads must match faculty resources to course needs. The way courses were scheduled and the way departments operated in the past will have to be changed to meet the budget short fall.

**8. New Business**

- None.

**9. Adjourned**

- There being no further business, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,  
M. Sue Oliver  
Administrative Assistant IV