

Council of Department Heads

Minutes: March 25, 2014

Members Present: Jim Baxter (Chemistry), Bob Gannon (Biology), Mike Griffin (Kines. & Phys. Ed.), Leon Pate (Curriculum Leadership and Technology), Mark Smith (English), Kate Warner (Marriage and Family Therapy), Viki Soady (Modern and Classical Languages), Reynaldo Martinez (Adult and Career Ed.), Paul Riggs (History), Jack Rainer (Psychology), Jim Peterson (Political Science), Doug Farwell (Music), Fred Downing (Phil/Rel).

Guests: Sheri Gravett (Academic Affairs), Michael Black (Academic Affairs), Keisha Roberts (IT/Data Warehouse), Brian Haugabrook (IT).

I. Call to Order: The meeting was called to order at 4:00 pm by Dr. Ed Chatelain, Vice Chair.

II. Open Forum with President McKinney

President McKinney started with brief updates on the provost search and the recent Board of Regents meeting, where it was decided that all USG campuses will be tobacco-free as of October 1, 2014. Violations of the tobacco policy will be handled as personnel issues (for faculty and staff) or as violations of the student code of conduct (for students). He also mentioned that work on the FY2015 budget was proceeding and that we will know more after the April meeting of the BOR, specifically regarding a tuition increase. The council and president then engaged in a discussion of the new funding formula, which commences with FY2016.

III. Open Forum with Dr. Sheri Gravett

Dr. Gravett reminded the council about new federal requirements concerning textbook orders. She also gave an update on plans for the opening of the Fall 2015 semester. The "Week of Welcome" will feature a new schedule and new elements. College meetings are slated for Tuesday of that week; Wednesday has been reserved for department meetings.

IV. Minutes: The minutes of the February 25, 2014 meeting were approved.

V. Department Enrollment Data

Brian Haugabrook asked for any feedback on the draft enrollment reports that were distributed to each department head at the last meeting.

VI. Discussion of Campus Smoking Policy

The council had a brief discussion of the new tobacco policy, which prohibits all types of tobacco use and e-cigarettes.

VII. Other Business

The council discussed the recently distributed merit-pay worksheets. Recommendations are due by April 7. Any corrections to the sheets should be reconciled as soon as possible.

VIII. Adjournment: The meeting adjourned at 4:45 pm.

Respectfully submitted,

Paul Riggs