

Minutes
Council of Department Heads
Monthly Meeting
January 27, 2015 at 4:00pm
IT Conference Room (Oak Street Parking Deck)

Present

Members:

Darrell Ross (CDH Chair, SA & CJ), Edward Chatelain (CDH Vice-Chair, PAG), Greg Harrell (CDH Secretary, Math/CS), Reynaldo L. Martinez, Jr. (CDH Past Chair, Adult & Career Ed.), Jim Baxter (Chemistry), Fred Downing (Phil/Rel), Mark Borzi (Communication Arts), Attila Cseh (Economics & Finance), Doug Farwell (Music), Bob Gannon (Biology), Michael Griffin (Kinesiology & Physical Ed.), Lynn Jones (Accounting), Mizanur Miah (Social Work), Leon Pate (Curriculum, Leadership, & Tech.), Jim Peterson (Political Science), Barbie Radcliffe (Middle, Sec., Reading, & Deaf Ed.), Michael Schmidt (Art), Mark Smith (English)

Guests:

Provost Hudson Rogers, Associate Vice Provost Sheri Gravett, Gerald Williams (Career Opportunities)

Quorum

Based on the number of members present, a Quorum (a majority of CDH members) was present.

I. Welcome and Approval of November 18, 2014 Minutes

CDH Chairperson Dr. Darrel Ross called the meeting to order at 4:03 pm and welcomed all in attendance. He announced that all Council meetings for the Spring 2015 semester would be held in the IT Conference Room on the second floor of the Oak Street Parking Deck.

First order of business: Consideration of the November 2014 Meeting Minutes. A motion to approve the Minutes was made by Dr. Attila Cseh and seconded by Dr. Leon Pate. The motion passed by unanimous vote.

II. Provost Rogers – Updates from Academic Affairs

A. Search/Hiring process flow

VSU Provost Hudson Rogers addressed the Council. Dr. Rogers provided a Faculty Applicant Workflow sheet and described a change in the faculty application work flow design that would add the consideration of the applicant pool by the Office of

Social Equity to prior to the evaluation of the applicant pool by the search committees in addition to the current review of the interview pool. This change would insure that VSU would conduct searches to reach diverse applicant populations. Social Equity will also be involved in determining appropriate diverse outlets for the advertising of positions. Dr. Rogers mentioned that advertisements are commonly made for a minimum of 60 days, however timelines could be shorter. One concern that was noted was the need for an expedient review by the Office of Social Equity of applicant pools so that the hiring process could move forward with efficiency and timeliness. Provost Rogers acknowledged that timely reviews by the Office of Social Equity are expected.

Provost Rogers addressed the following questions:

Q: Are we willing to pay more to diversify the faculty?

A: Everyone across the country is struggling with this.

Q: Can we bring three candidates in?

A: I don't have a pre-determined idea that the number must be two. It depends on the budget.

Provost Rogers left to attend another event and asked Dr. Gravett to finish the updates from Academic Affairs.

B. Faculty Excellence Awards

Dr. Gravett shared that we normally give the faculty excellence awards Faculty Convocation in August, then send the names forward to the BOR. The BOR delayed their review date by 6 months to January, so if we send forward the 2015 recipients, then the 2014 will be left out.

Dr. Gravett proposed a moratorium on Faculty Excellence awards being sent forward to the BOR until Jan. 2016. The proposal was approved.

C. New Open House Format

Dr. Gravett shared the new Open House schedule (previously Visitation Day).

D. Summer Orientation Schedule (handout)

E. TIES Conference (handout)

Dr. Gravett shared information about the upcoming TIES Conference. She asked department heads to encourage faculty to attend on Feb. 18-20, 2015.

F. Council members discussed the following issues and concerns with Dr. Gravett:

- Q: What does it mean to “prune” a classroom?
- Q: Can we move the withdraw date back three weeks?
- Q: Is it possible to move the date back that students’ classes are cancelled due to nonpayment in order to give more time for financial aid to come in?
- Q: May we have Blazeview open at least a week before the semester ends?
- Q: When is the end-of-year spending going to be determined?

G. Merit Pay

Dr. Gravett suggested that department heads make plans now with their departments to determine how merit pay will be determined if it is available.

III. Dr. Gerald Williams—First Destination Survey

Dr. Williams shared the results of our First Destination Survey, which collects data concerning students’ first destination (major, job, graduate school, salary, etc.) upon graduation.

IV. Mr. Keith Warburg—Social Media and Web Content

Not present

V. Other

Book Reviewing & Reception, January 30, 5:00pm to 7:00pm, Odum Library

Please remind faculty to submit grant proposals to the IDEA Center.

VI. Next meeting announced—February 24, 4:00 pm

VII. Meeting adjourned at 5:25pm

Respectfully submitted,
Greg Harrell, CDH Secretary
February 6, 2015