

**Chairs' Meeting**  
**Harriot College of Arts and Sciences**  
East Carolina University

Minutes

3:00 PM, Thursday, January 18, 2007  
Sparrow Conference Room, 1006 Bate Building

Call to Order and Welcome Dean White called the meeting to order and welcomed everyone to the New Year! Absent: Scott Wells (HCAS).

Approval of Minutes The minutes of 12/7/06 were approved as distributed.

Announcements

- Human Resources will attend the February 8 Chairs' Meeting to discuss Career Banding.
- Denise Miller discussed the recent day of focus groups she attended, along with Tina Moore, to review the profiles for the Administrative Support positions.
- Dean White passed around copies of a catalog of Self-Paced Courses out of Chapel Hill.

Old Business

Chair search updates: Rick Ericson reported that Political Science has had two candidates visit campus with a third to come; Steve Culver reported that Math will have three candidates interview in late January and early February; and John Sutherland reported that the Biology search committee conducted four phone interviews and three candidates will be invited for campus interviews.

New Business

Dean White spoke about start-up packages for new faculty. He encouraged chairs to think creatively about offers for candidates that haven't traditionally received start-up packages. A recent example is in the area of Middle Eastern History where funds were offered to increase the library's holding in that area. Travel funds are another way to create a start-up package. Be sure to get your requests in early if you anticipate a hire requiring a start-up package.

Todd Berry reported that it may be possible to return to the Summer School office to request additional funds. If you have any summer school needs let him know as soon as possible.

Dean White and Larry Bolen informed the group that the Strategic Framework for Integrated Planning continued to go through edits but it is close to finalization. The mission and vision are set and five strategic directions have been identified. Units and departments must now review their own plans and determine how they align with the ECU strategic directions. Lengthy discussion followed. Contact Larry Bolen if you have questions.

Leslie Worley advised that Annual Fund letters are going out and the Telefund schedule is set.

There being no further business, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Denise Miller  
Executive Assistant  
Harriot College of Arts and Sciences