

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

Minutes

3:00 P.M., Thursday, February 7, 2008
Sparrow Conference Room, 1006 Bate Building

Call to Order and Welcome: Dean White called the meeting to order. Absent: Ron Mitchelson (GEOG), John Sutherland (PHYS), Mike Brown, Larry Bolen, Marieke Van Willigen, Scott Wells, Leslie Worley (HCAS).

Dean White introduced Perceval Murphy who started at the college's new Instructional Technology Consultant on February 1, 2008. Perceval told everyone how excited he is to be in this new position and he will be contacting every department to make himself available for faculty meetings. He would like to make contact with as many faculty as possible to find out the needs in the college.

Approval of Minutes: The minutes of the 12/13/07 and 1/17/08 meetings were approved as distributed.

Announcements:

Nominations for the Harriot College Distinguished Professor are due February 15, 2008.

Old Business:

Chair Search updates: Biology – the last candidates interviewing is on campus today. Math – two candidates will be here for on-campus interviews between February 18 and 21. Sociology – on-campus interviews will conclude on February 14.

Dean White spoke about the new BOT "Policy on the Appointment and Review of Administrative Officers" and the amount of misinformation circulating campus. He reported that there will be a mini-retreat for administrative officers and faculty officers for the express purpose of defining the process by which to carry out the new policy.

Todd Berry reported that the list of approved one-time funding requests will be coming out soon. He did advise everyone that some of the funds may not be disbursed until after July 1.

Dean White distributed a compilation of comments received on the evaluation forms from the Chairs' Retreat. The comments were very positive and everyone was pleased with the new venue, the Trinity Center.

New Business:

Dean White proposed two revisions to the College guidelines for the selection of the HCAS Distinguished Professor. Proposed language was distributed and there was a unanimous vote approving the changes.

Dean White spoke about the ECU Capitol Campaign. The silent phase began the moment the Chancellor was sworn into office and the public phase will begin on March 27, 2008 which is Founders Day. He advised department chairs to be thinking about their department goals that fundraising can facilitate. Mailing materials are being developed which will allow for the insertion of both college and departmental brochure.

It was announced that Leslie Worley, Director of Development, has resigned her position. Her last day will probably be some time during March. Marieke Van Willigen, Assistant Dean for Faculty Development and Distance Education, has announced her intent to step down this year. Both positions are now being advertised.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,
Denise Miller
Senior Executive Assistant
Harriot College of Arts and Sciences