

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

Minutes

3:00 PM, Thursday, April 19, 2007
Sparrow Conference Room, 1006 Bate Building

Call to Order and Welcome Dean White called the meeting to order and welcomed everyone. Absent: Frank Romer (FL&L), Lee Maril (SOC), Mike Brown, Heather Ries, Scott Snyder and Scott Wells (HCAS).

Guests attending the meeting included 1) Clayton Sessoms, Director of the Division of Continuing Studies, and staff, who made an informative presentation on “Continuing Professional Education Opportunities (noncredit programming)” and David Dennard, Director of the newly approved African and African American Studies Program, who updated everyone on progress made in getting the new program up and running.

Approval of Minutes The minutes of 3/22/07 were approved as distributed.

Announcements

- Marieke Van Willigen is stepping down as Assistant Dean for Faculty Development. She expressed her thanks and appreciation to everyone for helping her during her time as AD.

Old Business

Chair search updates: Political Science – a contract has been signed and the new Chair will begin sometime around July 1. Mathematics – this search has been unsuccessful and a determination will be made soon on how to proceed. Biology – Dean White is still in negotiations with the top candidate and also negotiating for a spousal hire.

Todd Berry reminded everyone that 80% of their budgets must be spent down by April 30. In particular, pay close attention to faculty start-up funds. If any problems are anticipated with spend down, notify Todd so he can alert Academic Affairs.

Marieke Van Willigen discussed changes in the Promotion and Tenure process that will be implemented this fall for the Cumulative Format in the PAD.

Larry Bolen updated everyone on the Integrated Planning process. He announced that Dean White has a notebook which contains all the ECU draft plans. Also, the HCAS plan is posted on the college website under Administration.

New Business

Larry Bolen distributed a copy of the official ECU space allocation guidelines. He stressed that all departmental requests must be routed through the college space committee. He also informed everyone that the ECU space committee has spent the last year analyzing classroom use.

Dean White announced that a new initiative called UNC Tomorrow is being launched. There will be a group visiting each campus to learn about how each institution identifies public needs and solutions to those needs. More information will be distributed via email.

Discussion on the last item on the agenda, College Tenure and Promotion Standards, was tabled until the next meeting due to time constraints.

The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Denise Miller
Executive Assistant
Harriot College of Arts and Sciences