## COLLEGE OF SCIENCES
### DEPARTMENT CHAIRS MEETING AGENDA

**April 27, 2017**

*9 – 11 AM
GMCS 602*

### Participants

**Chairs:**
- Leland Beck
- Allen Gontz
- Georg Matt
- Tod Reeder
- Allen Shafter
- Usha Sinha
- Mike O’Sullivan
- Bill Tong

**Department Representatives:**
- Fridolin Weber
- Bob Zeller

**Dean’s Office:**
- Cathie Atkins
- Tony Carrasco
- Douglas Deutschman
- Jasmine Henderson
- Stanley Maloy
- Julie Scalisi
- Emilio Ulloa

**Visitors:**
- Chris Leong

### Agenda Item | Topic | Report/Discussion | Action
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**Announcements**
John Shopp / Doc Morris Lectures
Douglas Deutschman
- The John Shopp/Doc Morris Lecture will be held tomorrow, April 28 at 6:30 pm in GMCS 333.
- Douglas has accepted a position as Dean of Graduate Studies at Wilfrid Laurier University in Ontario
- Please encourage faculty and staff to attend

**Advising / Student Success** *(Emilio Ulloa)*
- ASIR dashboards / Graduation Metrics and Goals. (graduation rates, retention by department and cohort)
- Note that everyone now has access to dashboard

**Summer Enrollment** *(Cathie Atkins)*
- Summer enrollment counts towards college annual enrollment goals and impacts base budget; also important for helping CoS students graduate in four years; need to increase enrollment in summer classes.
- Please inform students, actively promote summer student enrollment

**CoS Curricunet Proposals** *(Cathie Atkins)*
- Reviewed by CoS this afternoon; even minor changes require full entry for course, learning outcomes, etc. Shorter time frame, reviewing courses for Fall 2018 now and reviews must be completed by end of this semester.

**Special Topics Proposals** *(Cathie Atkins)*
- 496, 596, 696 course proposals still being done on paper; still reviewing topics for Fall 2017
- Please contact Cathie Atkins for advice/questions

**Space Updates** *(Douglas Deutschman)*
- Renovations – expenses have increased substantially causing difficulties with paying for renovations; Foundation space is under review – note that these costs are paid via F&A returned to the college; Data from FAR used for comparative analysis

**Open University** *(Tony Carrasco)*
- Approximately 10% fewer OU funds this year; reduction in number of OU students probably driven by waitlist and last-minute availability of seats.
- Please encourage faculty to include OU students whenever
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| **Reminders / Events:** | | - All Fall ’17 Class schedule changes to Bettyann by Friday, May 19  
- With the new RTP process coming into play this Fall, Faculty Advancement recommends having department RTP committees for 17/18 AY decided before the end of the Spring semester.  
- Need all post tenure reviews and periodic evaluations for temporary faculty to Bettyann before the end of the Spring semester.  
- CoS End-of-AY Reception, current faculty and staff at Scripps Cottage, Tuesday, May 4 from 2:30-4:00pm.  
- College of Sciences Commencement Ceremony Friday May 12 @ 3:00pm.  
- Please see CoS Updates for additional events/information. Please send information/events to Carolyn Miller that you would like to have included in future CoS updates. We will forward Kudos to Provost’s Chronicle. | possible, but remember that matriculated students have priority over OU students |